

**Curriculum Advisory Committee
Meeting Notes**

DATE: February 13, 2013		LOCATION: BMC-207	
✓	Richard Abend, ESL	✓	Laura Loop, Nursing
✓	Bill Easton, Library	✓	Laura Mock, CurricUNET Specialist
✓	Sunshine Giesler, Chairperson	✓	Beth Penney, Basic Skills
✓	Paola Gilbert, Humanities	✓	Tom Rebold, Business and Technology
✓	Michael Gilmartin, Administration	✓	Jason Walters, Student Representative
✓	Elizabeth Harrington, Articulation Officer		Vacant, Academic Senate
✓	He Seon Ihn, Curriculum/Scheduling/Catalog Technician		Vacant, Creative Arts
✓	Lynn Iwamoto, Physical Science		Vacant, Life Science
✓	LaRon Johnson, Student Services		Vacant, Physical Education

Meeting Chaired by: Sunshine Giesler

Notes Submitted by: Elizabeth Harrington

Guest: Catherine Webb, representing the Institutional Committee on Distance Education (ICDE)

Agenda Item	Discussion / Comments	Action
Announcements	No announcements.	No announcements.
Comments from Visitors	No visitors present.	No visitors' comments.
Approval of Minutes: 1/14/13 & 1/15/13	Corrections noted: Agenda Item, PFIT 20, replace "trend" with "trends" Next meeting, replace "Feb. 6, 2013" with "Feb. 13, 2013" Attachment #1, page 1 of 3, bullet #2, bold all department rubrics	Motion to approve with corrections: Bill Seconded: Lynn Motion Approved
Discussion Agenda Catherine Webb Michael Gilmartin	Catherine Webb informed the committee that ICDE has just completed a revision of the Distance Education form. The revision was done with the intent of making it easier for faculty to request fully online or hybrid modalities at the same time. Faculty will have to submit a separate Distance Education forms for each method of delivery they wish to have approved.	Sunshine will forward a copy of the revised DE form for committee review. Michael will bring a list of Theatre Arts families and courses to the

Discussion Agenda (continued)	Michael Gilmartin informed the committee that the Theatre Arts department is proposing four new Theatre Arts course families; these are in addition to the recently approved Production course family. Approving these courses during the Spring semester is a priority. The committee asked for a comprehensive list of Theatre Arts course families and the courses which are proposed for each family. Michael also informed the committee that the Chancellor's Office will soon be sending out guidelines for the establishment of course families.	committee once the department has completed their planning on this matter.																				
Consent Agenda	<p>Approve NEW C-ID courses for C-ID submission: SOCI 12, 13, 15, 17; POLS 7; ARTD 80; ADMJ 68; ANTH 15; PSYC 10. These <i>new</i> courses were approved as <i>revised</i> courses for C-ID submission during the January 14, 2013, CAC meeting.</p> <p>Approve name change of ECED 62 (formerly CHDV).</p> <p>Distance Education approval of courses left off the January 14, 2013, Consent Agenda:</p> <table border="1" data-bbox="491 735 1444 924"> <tr> <td>BUSI 1A</td> <td>ECED 1</td> <td>ECON 2</td> <td>HIST 17</td> </tr> <tr> <td>BUSI 1B</td> <td>ECED 51</td> <td>ECON 4</td> <td>HIST 18</td> </tr> <tr> <td>BUSI 18</td> <td>ECED 55</td> <td>CSIS 1</td> <td>POLS 1</td> </tr> <tr> <td>BUSI 70</td> <td>ECED 56</td> <td>HIST 7</td> <td>SOCI 40</td> </tr> <tr> <td>ADMJ 2</td> <td>ECED 80</td> <td>HIST 8</td> <td></td> </tr> </table> <p>Increase the Basic Skills Advisory to Eligibility for ENGL 1A for all transfer level MATH courses (MATH 10, 12, 13, 16, 17, 18, 20A, 20B, 20C, 31, 32, 40).</p>	BUSI 1A	ECED 1	ECON 2	HIST 17	BUSI 1B	ECED 51	ECON 4	HIST 18	BUSI 18	ECED 55	CSIS 1	POLS 1	BUSI 70	ECED 56	HIST 7	SOCI 40	ADMJ 2	ECED 80	HIST 8		<p>Motion to approve: Richard</p> <p>Seconded: LaRon</p> <p>Motion Approved</p>
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AUTO 103	<p>AUTO 103 (<i>Engine Performance</i>) is being revised to reduce the scope of the course by distributing content between this course and AUTO 110 (<i>Advanced Engine Performance</i>). The course units have been reduced from 6 units to 5 units, and hours have been reduced accordingly.</p> <p>Correction noted: Reason for Proposing or Revising, replace with “During post-semester reflections, we realized this course is too long; some additional time will be added to advanced engine performance class (AUTO 110).”</p>	<p>Motion to approve with correction: Lynn</p> <p>Seconded: Richard</p> <p>Motion approved</p>																				

AUTO 110	AUTO 110 (<i>Advanced Engine Performance</i>) in order to make the courses of equal length, this course is being revised to include content formerly included in AUTO 103 (<i>Engine Performance</i>). The course units have been increased from 4 units to 5 units, and hours have also been increased accordingly. No corrections noted.	Motion to approve: Bill Seconded: Laura L. Motion approved
ETNC 10	ETNC 10 (<i>Intercultural Relations in American Society</i>) is being revised to update course content and objectives. No corrections noted.	Motion to approve: Richard Seconded: Lynn Motion approved
ETNC 5	ETNC 5 (<i>African-American Music in American Culture</i>) is being revised to update course title, objectives and outcomes. It appeared to the committee that the title should include the word “Arts”. Sunshine will contact the department to confirm the course title. Correction noted: Catalog Description , replace “Africa-American” with “African-American”. Schedule Description , replace “Africa-American” with “African-American”.	Motion to approve with corrections: Lynn Seconded: Paola Motion approved
FASH 50	FASH 50 (<i>Introduction to Fashion</i>) is being revised as part of a general updating of the Fashion program. No corrections noted.	Motion to approve: Paola Seconded: Lynn Motion approved
FASH 61	FASH 61 (<i>Garment Construction I</i>) is being revised as part of a general updating of the Fashion program. No corrections noted.	Motion to approve: Richard Seconded: Laura L. Motion approved
FASH 68	FASH 68 (<i>Flat Pattern Design I</i>) is being revised as part of a general updating of the Fashion program. No corrections noted.	Motion to approve: Paola Seconded: LaRon Motion approved

FASH 82	<p>FASH 82 (<i>Fashion Illustration</i>) is being revised as part of a general updating of the Fashion program. The hours have been changed from 2 hours lecture to 1 hour lecture, 3 hours lab.</p> <p>Correction noted: Course Units/Hours, Lab/Activity Scheduled, replace “2.00” with “3.00”.</p>	<p>Motion to approve with correction: Richard Seconced: Lynn Motion approved</p>
PFIT 50	<p>PFIT 50 (<i>Independent Fitness and Testing Program</i>) is being revised to remove repeatability.</p> <p>No corrections noted.</p>	<p>Motion to approve: Bill Seconced: Tom Motion approved</p>
Other Agenda Items	<p>PFIT 6 PFIT 60 PFIT 7 PFIT 9</p>	<p>Discussion of these Agenda Items is postponed until a later committee meeting.</p>
<p>Next meeting: 3:00 p.m., Feb. 20, 2013</p>		