

Curriculum Advisory Committee Meeting Notes

DATE: May 8, 2013 LOCATION: BMC-207			
✓	Richard Abend, Linguistics	✓	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

Agenda Item	Discussion / Comments	Action
Announcements	No announcements.	No announcements.
Comments from Visitors	No visitors' comments.	No visitors' comments.
Approval of Minutes: 4/24/13 and 5/1/13	No corrections noted	Motion to approve: Beth Seconded: Bill Abstain = 1 Motion Approved
Discussion Agenda Review of the DRAFT Prerequisite/Co-requisite Adoption plan	Sunshine informed the committee that the draft of the Prerequisite/Co-requisite Adoption Plan, a copy of which had been sent to committee members for review, will be presented to the Academic Senate next week for review and comments. It will then return to the Curriculum Advisory Committee or approval. She informed the committee that there are minor language changes still expected from Rosaleen Ryan.	Discussion will continue.

Consent Agenda	<ul style="list-style-type: none"> • Standalone approval of CSIS 9 • MUSI 10C needs MUSI 10B changed from an advisory to a prerequisite • ENGR 71, 72, 73, 74 changed to variable units with the following rationale: The 0.5 unit version will provide only introductory coverage of the following topics. The 1 unit version will provide intermediate and advanced coverage of the following topics. 	<p>Motion to approve: Bill</p> <p>Seconded: Paola</p> <p>Motion approved</p>
Revised Agenda	<p>The Consent Agenda, Discussion Agenda, and the Action Agenda for this meeting have been revised. A vote is required by the committee to approve the revised Meeting Agenda.</p>	<p>Motion to approve the Meeting Agenda as revised: Laura L.</p> <p>Seconded: Jason</p> <p>Motion approved</p>
ENGL 10	<p>ENGL 10 (<i>Literature By and About Men</i>) is being revised as part of Program Review to update the course content in order to be included in the English TMC. This course is only offered online.</p> <p>Corrections noted: Catalog Description, replace “Only offered online” with “Offered online”. Schedule Description, replace “Only offered online” with “Offered online”. Reason for Proposing or Revising, replace “Required for TMC” with “Course was developed just before the last Program Review, so it was not reviewed then and was not current. It needed current review to be included in English TMC.” Requisites, replace the Course Advisory of ENGL 1A with a Prerequisite of ENGL 1A; and, add Requisite Content as necessary. Lecture Content, Item #15, replace “Manhood Redux:” with “Manhood Redux”.</p>	<p>Motion to approve with corrections: Tom</p> <p>Seconded: Paola</p> <hr/> <p><u>Motion approved</u></p> <p>Motion to approve as a Distance Education course: Paola</p> <p>Seconded: Bill</p> <p>Motion approved.</p>
HIST 47	<p>HIST 47 (<i>History of the Ancient Mediterranean and Near East</i>) is being revised to update the course for inclusion in the History TMC. Sunshine will contact the department to ask if Objective #6 should be separated into two objectives.</p> <p>Correction noted: Course Objectives, revise Objective #6 if necessary.</p>	<p>Motion to approve with correction: Bill</p> <p>Seconded: Tom</p> <p>Motion approved.</p>

<p>DANC 10C</p>	<p>DANC 10C (<i>Modern Dance III</i>) is a new, stand-alone course, which is being added to the curriculum as part of the state mandated leveling of activity courses. This course has previously been reviewed by the committee. At that time it was returned to the department for revision of the Lab Content needed to distinguish it from other courses in the Modern Dance sequence. The department has requested MPC GE Area E1 submission during the next GER review cycle.</p> <p>No corrections noted.</p>	<p>Motion to approve: Laura L.</p> <p>Seconded: LaRon</p> <p><u>Motion approved</u></p> <p>Motion to approve as a Stand-Alone course: Bill</p> <p>Seconded: Elizabeth</p> <p>Motion approved</p>
<p>HOSP 84</p>	<p>HOSP 84 (<i>Chocolate I: Introduction to Chocolate</i>) is being revised in order to clearly distinguish it and its content from a new course, HOSP 88 (<i>Chocolate II: Chocolates and Confections</i>), which is being added to the curriculum.</p> <p>Correction noted: Lecture Content, Item V, replace “Describe and hand-temper” with “Describing and hand-tempering”.</p>	<p>Motion to approve with correction: Jason</p> <p>Seconded: Laura L.</p> <p>Motion approved</p>
<p>HOSP 87</p>	<p>HOSP 87 (<i>Bakeshop: Regional French Desserts</i>) is being revised in order to address new repeatability regulations. This course was previously repeatable with different topics each time it was offered.</p> <p>Corrections noted: Catalog Description, replace “cookies, macaroons and charlottes will be covered” with “cookies, macaroons, and charlottes are covered”. Schedule Description, replace “cookies, macaroons and charlottes will be covered” with “cookies, macaroons, and charlottes are covered”.</p>	<p>Motion to approve with corrections: Tom</p> <p>Seconded: Paola</p> <p>Motion approved</p>
<p>HOSP 88</p>	<p>HOSP 88 (<i>Chocolate II: Chocolates and Confections</i>) is a new course which is being added to the curriculum to expand the curriculum in the area of chocolate. This is currently a stand-alone course.</p> <p>No corrections noted.</p>	<p>Motion to approve: Richard</p> <p>Seconded: Jason</p> <p><u>Motion approved</u></p> <p>Motion to approve as a Stand-Alone course: Tom</p> <p>Seconded: Jason</p> <p>Motion approved</p>

MEDA 112	MEDA 112 (<i>Medical Office Computer Applications</i>) is being revised as part of Program Review. Consideration of this course is tabled pending clarification from the department.	Tabled.
MUSI 11	<p>MUSI 11 (<i>Sight Reading and Ear Training</i>) is being revised to add Student Learning Outcomes. The Catalog and Schedule descriptions have also been revised for clarity. The department has requested IGETC Area 3A submission for this course; however, the IGETC system has removed all 1 unit courses from Area 3A and will no longer accept 1 unit courses for review in this area.</p> <p>No corrections noted.</p>	<p>Motion to approve: Richard</p> <p>Seconded: LaRon</p> <p>Seconded:</p> <hr/> <p><u>Motion approved</u></p> <p>Motion to approve as a Stand-Alone course: Laura L.</p> <p>Seconded: Bill</p> <p>Motion approved</p>
MUSI 12	<p>MUSI 12 (<i>Basic Midi Techniques</i>) is being revised as part of Program Review. The department has requested IGETC Area 3A submission for this course during the next IGETC review cycle.</p> <p>Corrections noted: Course Title, replace “Midi” with “MIDI”. Catalog Description, replace “midi” with “MIDI”. Schedule Description, replace “midi” with “MIDI”. Course Objectives/Exit Standards, Item #1, replace “Macintosh” as appropriate; Item #2, replace “midi” with “MIDI”; and, Item #3, replace “midi” with “MIDI”. Lecture Content, replace “midi” with “MIDI”. Item II.C., replace “midi” with “MIDI”.</p>	<p>Motion to approve with corrections: Tom</p> <p>Seconded: Elizabeth</p> <hr/> <p><u>Motion approved</u></p> <p>Motion to approve as a Stand-Alone course: Bill</p> <p>Seconded: LaRon</p> <p>Motion approved</p>
NURS 100	<p>NURS 100 (<i>Pharmacology for Nursing</i>) is being revised to correct lab hours from scheduled to TBA, and to update the course textbooks.</p> <p>No corrections noted.</p>	<p>Motion to approve: Paola</p> <p>Seconded: Richard</p> <p>Motion approved</p>

<p>NURS 205</p>	<p>NURS 205 (<i>Supervised Nursing Skills Lab II</i>) is being revised to correct lab hours from scheduled to TBA, and to update the course textbooks.</p> <p>No corrections noted.</p>	<p>Motion to approve: Richard</p> <p>Seconded: Paola</p> <p><u>Motion approved</u></p> <p>Motion to approve as a Stand-Alone course: Bill</p> <p>Seconded: LaRon</p> <p>Motion approved</p>
<p>NURS 207</p>	<p>NURS 207 (<i>Supervised Nursing Skills Lab IV</i>) is being revised to correct lab hours from scheduled to TBA, and to update the course textbooks.</p> <p>No corrections noted.</p>	<p>Motion to approve: Richard</p> <p>Seconded: Paola</p> <p><u>Motion approved</u></p> <p>Motion to approve as a Stand-Alone course: Bill</p> <p>Seconded: Paola</p> <p>Motion approved</p>
<p>NURS 52A</p>	<p>NURS 52A (<i>Nursing I</i>) is being revised to correct lab hours from scheduled to TBA, and to update the course textbooks.</p> <p>No corrections noted.</p>	<p>Motion to approve: Richard</p> <p>Seconded: Bill</p> <p>Motion approved</p>
<p>NURS 52B</p>	<p>NURS 52B (<i>Nursing II</i>) is being revised to correct lab hours from scheduled to TBA, and to update the course textbooks.</p> <p>No corrections noted.</p>	<p>Motion to approve: Richard</p> <p>Seconded: Laura L.</p> <p>Motion approved</p>
<p>NURS 52C</p>	<p>NURS 52C (<i>Nursing III</i>) is being revised to correct lab hours from scheduled to TBA, and to update the course textbooks.</p> <p>No corrections noted.</p>	<p>Motion to approve: Richard</p> <p>Seconded: Paola</p> <p>Motion approved</p>

NURS 52D	NURS 52D (<i>Nursing IV</i>) is being revised to correct lab hours from scheduled to TBA, and to update the course textbooks. No corrections noted.	Motion to approve: Paola Seconded: Richard Motion approved
Next meeting: 3:00 p.m., May 15, 2013, BMC-207		