Curriculum Advisory Committee
Meeting Notes

DATE: October 24, 2012	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: Kevin Bransfield

Agenda Item	Discussion / Comments	Action
Announcements	No announcements.	No announcements.
Comments from Visitors	No visitors present.	No visitors' comments.
Approval of Minutes: 10/17/12	Corrections noted: Agenda Item Consent Agenda, replace "repeatability from" with "repeatability, effective Fall 2013, from". Agenda Items ARTC 3A, ARTC 4A, and ARTC 5, Textbooks, replace "less that 6" with "less than 6".	Motion to approve with corrections: Richard Seconded: Paola Motion approved.
Discussion Agenda	Sunshine informed the committee that there will be an extra CAC meeting on Friday, November 30th, from 1-4 p.m. in BMC-207. The January meeting dates are still to be determined.	Discussion to continue.

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Consent Agenda	HUMS 60 – remove COOP co-requisite Remove repeatability, effective Fall 2013, from: CHDV 180 CSIS 179 CSIS 82 EMMS 270R CHDV 201 CSIS 180 CSIS 83 EMMS 271 CHDV 202 CSIS 198 CSIS 84 EMMS 271R CSIS 110 CSIS 50 DANC 16A EMMS 280 CSIS 113 CSIS 50L DANC 16B EMMS 281 CSIS 115 CSIS 54 DANC 18A EMMS 282 CSIS 120 CSIS 58 DANC 19 ENGL 300 CSIS 121 CSIS 61 DANC 22 ENGL 351 CSIS 122 CSIS 62 DANC 3 ENSL 300 CSIS 172 CSIS 75 DRAF 72A ENSL 305 CSIS 174 CSIS 76 DRAF 72B CSIS 177 CSIS 77 DRAF 73 CSIS 178 CSIS 78 EMMS 170 Delete: CHDV 201 HIST 36 ANTH 11 ANTH 99.12 CHDV 202 HIST 50 ANTH 31 ANTH 99.13	Motion to approve: Richard Seconded: Lynn Motion approved.
Action Agenda ARTP 10	ARTP 10 (*Introduction to Photography*), formerly PHOT 10, is being revised as part of the comprehensive revision and updating of the Art Department curriculum which is intended to address past inconsistencies and align with SB 1440, C-ID course descriptors, and other CSU transfer requirements. This course is placed in the new Art Photography (ARTP) department. **Corrections Noted:** **Articulation**, remove checkmark for "This course is intended for course-to-course articulation with UC". **Requisites**, move skills list from the Basic Skills Advisory box; and, add skills list to Requisite Analysis/Current Content.	Motion to approve with corrections: Paola Seconded: Richard Motion approved with corrections.
ARTP 14	ARTP 14 (*History of Photography*), formerly PHOT 22, is being revised as part of the comprehensive revision and updating of the Art Department curriculum which is intended to address past inconsistencies and align with SB 1440, C-ID course descriptors, and	Motion to approve with corrections: Laura L. Seconded: Lynn

ARTP 14 (continued)	other CSU transfer requirements. This course is placed in the new Art Photography (ARTP) department. **Corrections Noted:** **Requisites**, move skills list from the Basic Skills Advisory box; and, add skills list to Requisite Analysis/Current Content.	Motion approved with corrections.
ARTP 15	ARTP 15 (*Portraiture Photography*), formerly PHOT 50, is being revised as part of the comprehensive revision and updating of the Art Department curriculum which is intended to address past inconsistencies and align with SB 1440, C-ID course descriptors, and other CSU transfer requirements. This course is placed in the new Art Photography (ARTP) department. **Corrections Noted:** **Course Units/Hours**, Repeatable, change to "No". **Requisites,** move skills list from the Basic Skills Advisory box; and, add skills list to Requisite Analysis/Current Content. **Lecture Content,** delete "All topics explored in the class will be introduced in lecture form, followed by assignments and practice in studio format." **Lab Content,** delete "Assignments and exercises related to the following photographic techniques and principles:". **Out-of-class Assignments,** delete "There is not enough time to complete work in class and students complete assignments by photographing at various sites." **Textbook,** update edition or add a representative textbook with a publication date less than 6 years old.	Motion to approve with corrections: Bill Seconded: Lynn Motion approved with corrections.
ARTP 20	ARTP 20 (*Critique/Portfolio*), formerly PHOT 88, is being revised as part of the comprehensive revision and updating of the Art Department curriculum which is intended to address past inconsistencies and align with SB 1440, C-ID course descriptors, and other CSU transfer requirements. This course is placed in the new Art Photography (ARTP) department. **Corrections Noted:** **Course Objectives/Exit Standards,** Item #1, replace "Ability to analyze" with "Analyze".	Motion to approve with corrections: Paola Seconded: Bill Motion approved with corrections.

ARTP 20 (continued)	**Requisites,** move skills list from the Basic Skills Advisory box; and, add skills list to Requisite Analysis/Current Content. **Lecture Content,** delete all (this course is Studio hours only). **Lab Content,** delete "Assignments and exercises related to the following photographic techniques and principles:".	
ARTP 25	ARTP 25 (*Documentary Photography*), formerly PHOT 54, is being revised as part of the comprehensive revision and updating of the Art Department curriculum which is intended to address past inconsistencies and align with SB 1440, C-ID course descriptors, and other CSU transfer requirements. This course is placed in the new Art Photography (ARTP) department. Lecture hours have been reduced from two hours to one hour. Studio hours have been increased from four hours to five hours. **Corrections Noted:** **Requisites,** move skills list from the Basic Skills Advisory box; and, add skills list to Requisite Analysis/Current Content. **Lecture Content,** delete "All topics explored in the class will be introduced in lecture form, followed by assignments and practice in studio format". **Lab Content,** delete "Assignments and exercises related to the following photographic techniques and principles:". **Textbook,** update edition or add a representative textbook with a publication date less than 6 years old. **Methods of Instruction,** add "Lecture".	Motion to approve with corrections: Richard Seconded: Lynn Motion approved with corrections.
ARTP 27	ARTP 27 (*Narrative Photography*) is a new lecture/lab course which is being added as part of the comprehensive revision and updating of the Art Department curriculum that is intended to address past inconsistencies and align with SB 1440, C-ID course descriptors, and other CSU transfer requirements. This course is placed in the new Art Photography (ARTP) department. **Corrections Noted:** **Requisites,** move skills list from the Basic Skills Advisory box; and, add skills list to Requisite Analysis/Current Content. **Lecture Content,** delete "All topics explored in the class will be introduced in lecture form, followed by assignments and practice in	Motion to approve with corrections: Bill Seconded: LaRon Motion approved with corrections.

ARTP 27 (continued)	studio format"; Item #4, replace "observes" with "observers"; and, Item #6, replace "documentary" with "narrative". **Lab Content,** delete "Assignments and exercises related to the following photographic techniques and principles:". **Additional assessment information,** replace "photojournalism" with "narrative photography theory".	
CSIS 50	CSIS 50 (*MS Office Applications*) is being revised to modify the description and update content. Consideration of this course is tabled pending further revision. Sunshine will contact the originator regarding necessary changes. **Corrections Noted:** **Catalog Description,** delete "May be taken four times for credit based on different software versions." **Schedule Description**, replace with revised Catalog Description. **Reason for Proposing or Revising,** replace "Remove DHR hour, and modify" with "Modifying". **Objectives,** delete Item #1 and renumber subsequent Objectives; and, Item #2, replace "Demonstrate usage of personal" with "Demonstrate personal". **Requisites,** Requisite Analysis, revise as necessary for conformity with revised Objectives.	Tabled.
CSIS 50L	CSIS 50L (*MS Applications Lab*) is being revised to update course content. Consideration of this course is tabled pending further revision. Sunshine will contact the originator regarding necessary changes. **Corrections Noted:** **Reason for Proposing or Revising,** replace "Remove DHR" with "Update course content". **Objectives,** delete Item #1 and renumber subsequent Objectives. **Requisites,** Requisite Analysis, revise as necessary for conformity with revised Objectives. **Textbook,** update edition or add a representative textbook with a publication date less than 6 years old.	Tabled.

EMMS 170	EMMS 170 (*Emergency Medical Technician*) is being revised to update content. This course fulfills MPC GE Area E2 and, therefore, it is not a stand-alone course. Sunshine will contact the originator to confirm the language of Lab Content Item #3. **Corrections Noted:** **The Following Apply**, remove checkmark for "This is a stand-alone course (not attached to a program or GE course)". **Lab Content,** Item #3, revise if necessary. **CB 24,** change to "1-Program applicable".	Motion to approve with corrections: Richard Seconded: Laura L. Motion approved with corrections.
FIRE 105	FIRE 105 (*Firefighter I Academy*) is being revised to add required certification elements and physical training. The units for this course are being increased from 17 units to 21 units. **Corrections Noted:** **None course Requirement,** replace "spyrometry" with "spirometry". **Lab Content,** Item V, replace "Tieing" with "tying".	Motion to approve with corrections: Lynn Seconded: Bill Motion approved with corrections.
Other Agenda Items	LING 15 ECON 2 ECON 4	Discussion of these Agenda Items is postponed until next week's meeting.
Next meeting: Oct. 31, 2012, 3 p.m. BMC-207		