Curriculum Advisory Committee Meeting Notes

	DATE: May 16, 2012	DATE: May 16, 2012 LOCATION: BMC-207	
✓	Richard Abend, ESL		Laura Mock, CurricUNET Specialist
	Bill Easton, Library	✓	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, Chairperson/Physical Science		Vacant, Life Science
	LaRon Johnson, Student Services		Vacant, Physical Education
√	Laura Loop, Nursing		Vacant, Social Science

Meeting Chaired by: Lynn Iwamoto Notes Submitted by: Elizabeth Harrington

Agenda Item	Discussion / Comments	Action	
Announcements	No announcements.	No announcements.	
Comments from	No visitors present.	No visitors' comments.	
Visitors			
Approval of Minutes:	Corrections noted:	Motion to approve with corrections:	
5/9/12	Agenda Item ETNC 45, Line #1, replace "LING" with "ETNC"; and, Line	Laura	
	#13, replace "with" with "and with".	Seconded: Richard	
	Agenda Item NURS 205, Line #2, replace "essentials" with "essential".		
	Agenda Item NURS 206, Line #2, replace "essentials" with "essential".	Motion approved.	
	Agenda Item ENGR 17, Line #7, replace "2010." with "2010"." (add close		
	quote).		
Discussion Agenda	Outstanding Course Outlines Report - Lynn walked the committee	FYI	
	through an Excel report compiled by Laura Mock and edited by Lynn.		
	This Excel workbook had 7 sheets. The first sheet listed all 1,517 active		
	courses. The second one listed all active courses for which course		
	documentation is not in the Office of Instruction. The next four sheets		
	listed courses by the decade they were last approved by CAC from the		
	1970s to 2000-2007. The last sheet summarized the quantity of out-of-		

Discussion Agenda (continued)	compliance courses by division as well as showing the program review schedule. Pending Course Report – Lynn explained that this report shows courses which exist in CurricUNET but which have not necessarily been launched into the review process. The committee felt the information contained in these reports should be shared with Departments in some manner.	
Consent Agenda	Courses submitted for deletion to: FIRE 222 FIRE 230 LNSK 371.2	Motion to approve Consent Agenda: Richard Seconded: Beth Motion approved
CAC recommendation on Prerequisites/ Corequisites for MPC	A motion was made and seconded to continue the current method of establishing Pre/Corequisites. After further discussion the motion was tabled. Discussion will continue.	Discussion will continue.
HIST 7	HIST 7 (<i>The Ancient World: World Civilization to 1500</i>) is being revised as part of Program Review and for submission, as required by the UC Office of the President, for review to retain UC transfer status. In reviewing the Lecture Content the committee felt that the heading (Part 1: Beginnings) was unnecessary because there is no second part, and questioned whether the introductory paragraph was necessary. Corrections noted: Lecture Content, delete "Part I: Beginnings" and revise introductory paragraph and content list as appropriate. Methods of Evaluation, add "Essays"	Motion to approve with corrections: Paola Seconded: Richard Motion approved
HIST 8	HIST 8 (<i>The Modern World: World Civilization from 1500</i>) is being revised as part of Program Review and for submission, as required by the UC Office of the President, for review to retain UC transfer status. In reviewing the Lecture Content the committee felt that the introductory paragraph was unnecessary and asks that the information be incorporated into the lecture content list.	Motion to approve with corrections: Richard Seconded: Laura Motion approved

HIST 8	Corrections noted:		
(continued)	Objectives, Objective #6, replace "Demonstrate knowledge of" with		
	"Describe the end of".		
	Lecture Content, revise as necessary to incorporate the introductory		
	paragraph into the content list.		
	Methods of Evaluation, add "Essays"		
INTD 56	INTD 56 (History of Interior Architecture and Furniture I) is being revised	Motion to approve with corrections:	
	is being revised as part of Program Review.	Paola	
		Seconded: Tom	
	Corrections noted:		
	Lecture Content, Delete exams and field trips (Items # VII, VIII, XIII,	Motion approved	
	XIV, XIX, and XX).		
Fashion – Fast Track:	The Fashion – Fast Track: Textile Design, Certificate of Training program	Motion to approve: Elizabeth	
Textile Design,	is being updated as part of Program Review.	Motion to approve. Engageth	
Certificate of		Seconded: Beth	
Training	No corrections noted.		
		Motion approved	
Program Revision			
Human Services,	The Human Services, Certificate of Achievement (Career Technical)	Motion to approve: Beth	
Certificate of	program is being updated as part of Program Review.		
Achievement (Career	No corrections noted.	Seconded: Tom	
Technical)	140 Corrections noted.	Mation annuava d	
Program Revision		Motion approved	
Human Services,	The Human Services, Associate in Science (Career Technical Degree)	Motion to approve: Paola	
Associate in Science	program is being updated as part of Program Review.		
(Career Technical		Seconded: Richard	
Degree)	No corrections noted.		
D D		Motion approved	
Program Revision			
Interior Design,	The Interior Design, Certificate of Achievement (Career Technical)	Motion to approve: Beth	
Certificate of	program is being updated as part of Program Review.		
Achievement (Career		Seconded: Paola	
Technical)	No corrections noted.	Motion approved	
Program Revision		Motion approved	

Interior Design,	The Interior Design, Associate in Arts (Career Technical Degree) program	Motion to approve: Paola		
Associate in Arts	is being updated as part of Program Review.			
(Career Technical		Seconded: Laura		
Degree)	No corrections noted.			
D D		Motion approved		
Program Revision				
Restaurant	The Restaurant Management, Associate in Science (Career Technical	Motion to approve with correction:		
Management,	Degree) program is being updated as part of Program Review.	Beth		
Associate in Science		Seconded: Tom		
(Career Technical	Correction noted:			
Degree)	Associate Degree Requirements; replace "COOP 91" with "COOP	Motion approved		
	91.21".			
Program Revision				
Next meeting: 3:00 p.m., May 23, 2012 BMC-207				