Curriculum Advisory Committee Meeting Notes

	DATE: May 2, 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 Visitors	No visitors present.	No visitors' comments.
Approval of Minutes: 4/25/12	Corrections noted: Agenda Item CHEM 12B, replace "CHEM 30B" with "CHEM 12B". Agenda Item CHEM 30B, replace "CHEM 12B" with "CHEM 30B". Agenda Item MATH 16, replace "to increased" with "to be increased".	Motion to approve with corrections: Jason Seconded: LaRon Motion approved.
Discussion Agenda	No Discussion Agenda items.	No Discussion Agenda items.
Consent Agenda	Fitness Instructor Training, Associate in Science (Career Technical): PFIT 92, Teaching Aide—Physical Fitness will be placed in the certificate requirements for one unit as it appears in the Certificate of Achievement approved on 6/11/2011. Delete the course block: "Take two units of PFIT	Motion to approve: Beth Seconded: Laura

Consent Agenda (continued)	92 (Teaching Aide: Physical Fitness) from two of the following areas: Weight Training (personal training); Aerobic Fitness; Independent Fitness (fitness testing); Total Units 2." THEA 1: Change the English Basic Skills Advisory from "Eligibility for ENGL 111/112 or ENSL 110/155" to "Eligibility for ENGL 1A" THEA 13: Change the English Basic Skills Advisory from "Eligibility for ENGL 111/112 or ENSL 110/155" to "Eligibility for ENGL 1A" THEA 24: Change the course from 2 hours lecture and 3 hours lab back to the original of 3 hours lecture and 2 hours lab. Course Submitted for deletion: AUTO 280 FASH 197.1 NUTF 51 CHEM 151 FASH 401 NUTF 58 FASH 99 HOSP 58 NUTF 401 FASH 126 INTD 93 NUTF 460 FASH 136 INTD 200	Motion approved.
Web Designer, Certificate of Training (Credit Only) Program Revision NURS 204	Web Designer, Certificate of Training (Credit Only) is being updated as part of program review. This program, as presented is over 17 units. Consideration of this program is tabled pending further revision. NURS 204 (Supervised Nursing Skills Lab I) is a new stand alone course which is designed to provide supplemental practice opportunities for students at the basic level of the nursing program.	Tabled. Motion to approve with correction: Beth Seconded: Jason
	Correction noted: Textbooks, add publisher where possible.	Motion approved. Motion to approve as a stand alone course: Bill Seconded: Elizabeth Motion approved

NURS 207	NURS 207 (<i>Supervised Nursing Skills Lab IV</i>) is a new stand alone course which is designed to provide supplemental practice for students in the nursing program.	Motion to approve: Bill Seconded: LaRon
	No corrections noted.	Motion approved. Motion to approve as a stand alone course: Laura
		Seconded: Beth Motion approved
ENGR 52	ENGR 52 (<i>Introduction to MATLAB</i>) is being revised as part of Program Review. Corrections noted:	Motion to approve with corrections: Bill Seconded: Laura
	Course Objectives, Item #3, add period (.) at the end of the line. Lecture Lab, delete Item III(5).	Motion approved
HIST 2	HIST 2 (<i>History of Asia</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.	Motion to approve with corrections: Elizabeth Seconded: Tom
	Corrections noted: Articulation, change response to intended for course-to-course articulation with both CSU and UC. Lecture Content, reformat Lecture Content as an outline.	Motion approved
HIST 4	HIST 4 (<i>History of Western Europe I</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. The committee felt that Course Objective #4 was unclear and questioned whether it should be revised or deleted.	Motion to approve with corrections: Laura Seconded: Tom Motion approved
	Corrections noted: Course Objectives, Item #3, replace "Demonstrate awareness of values" with "Values"; and, Item #4, revise for clarity or delete if necessary.	

HIST 5	HIST 5 (History of Western Europe II) is being revised as part of Program	Motion to approve with corrections:
	Review and for submission, as required by the UC Office of the President, for review to retain UC transfer status.	Bill Seconded: Tom
	for review to retain oc transfer status.	Seconded. Tom
	Corrections noted:	Motion approved
	Course Objectives, Item #15, replace "WWII" with "World War II".	
	Out-of-class Assignments, Reading revise to read "Reading Textbooks.";	
	and, Writing revise to read "Preparing for the written essays."	
	Methods of Evaluation, add "Exams/Tests".	
HIST 17	HIST 17 (History of the United States I) is being revised as part of	Motion to approve with correction:
	Program Review and for submission, as required by the UC Office of the	Tom
	President, for review to retain UC transfer status. The committee found	Seconded: Beth
	that the Requisite Analysis for ENGL 1A advisory was entered twice.	
	Correction noted:	Motion approved
	Requisites , ENGL 1A, delete first iteration of duplicate content review.	
DANC 3	DANC 3 (<i>Dance Skills II</i>) is being revised as part of Program Review.	Motion to approve with corrections:
DANC 3	DAINC 5 (Dance Skills II) is being levised as part of 1 logialii Review.	LaRon
	Correction noted:	Seconded: Bill
	Objectives, Objective #1, replace "Demonstrate knowledge of	Beconded.
	movement" with "Movement"; Objective #2, replace "Demonstrate ability	Motion approved
	to master" with "Master"; Objective #3, replace "Demonstrate proficiency	T
	in performing" with "Perform"; and, Objective #4, replace "Demonstrate	
	proficiency in performing" with "Perform".	
	Lab Content, replace "toso" with "torso".	
	Out-of-Class Assignments, "Reading will be recommended by	
	instructor" with "Assigned readings from the text"; and, replace	
	"Homework will be recommended by instructor" with "Preparing for	
	exam/tests".	
	Textbooks, add as publication year "1991".	
	Additional assessment information, delete everything except "Demonstration".	
Dance Associate in	Dance Associate in Arts (Transfer Preparation) is being updated as part of	Motion to approve with correction:
Arts (Transfer	program review. The Program Description needs to be revised. As	Tom
Preparation)	written it is a description of the department not of the program.	Seconded: Laura
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Program Revision	Correction noted:	Motion approved
	Program Description, revise as necessary to describe the program.	TT

Dance Associate in Arts (Non-Career Technical)	Dance Associate in Arts (Non-Career Technical) is being updated as part of program review. The Program Description needs to be revised. As written it is a description of the department not of the program.	Motion to approve with correction: Tom Seconded: Jason		
Program Revision	Correction noted: Program Description, revise as necessary to describe the program.	Motion approved		
LING 45 (Introduction to Language and Society) is being revised as part of Program Review. This course is also offered as Ethnic Studies 45. Consideration of this course is tabled until both version of the course are available to be reviewed together.		Tabled.		
Next meeting: 3:00 p.m., May 9, 2012 BMC-207				