

## Curriculum Advisory Committee Meeting Notes

DATE: May 9, 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
<b>Announcements</b>	No announcements.	No announcements.
<b>Comments from Visitors</b>	No visitors present.	No visitors' comments.
<b>Approval of Minutes: 5/2/12</b>	No corrections noted.	Motion to approve: Richard  Seconded: Jason  Motion approved.
<b>Discussion Agenda</b>	<p><b>MPC Policy on Prerequisites/Corequisites: Statistical Validation or Content Review or Both</b></p> <p>The committee reviewed relevant portions of <i>Guidelines for Title 5 Regulations Section 5500</i>, discussed MPC processes for the establishment of Pre- and Co-requisites, and discussed whether these processes adequately meet Title 5 requirements. The general opinion expressed was that the college should stay with the process currently in place and continue to base Pre- and Co-requisites on content review with statistical validation. This discussion will continue next week.</p>	Discussion will continue.

<b>Consent Agenda</b>	No Consent Agenda items.	No Consent Agenda items.
<b>LING 45</b>	<p>LING 45 (<i>Introduction to Language and Society</i>), course content has been revised to more closely align with courses offered at other community college, UC, and CSU campuses. This course was formerly titled <i>Introduction to American Dialects</i>. It is also offered as ETNC 45.</p> <p><b>Correction noted:</b>  <b>Distance Education Form, II.B.3</b>, replace “Moodle gradebook” with “CMS”</p>	<p>Motion to approve with correction:  Bill  Seconded: Richard</p> <hr/> <p>Motion approved.</p> <hr/> <p>Motion to approve as a Distance Education course: Paola  Seconded: Bill</p> <hr/> <p>Motion approved</p>
<b>ETNC 45</b>	<p>ETNC 45 (<i>Introduction to Language and Society</i>), course content has been revised to more closely align with courses offered at other community college, UC, and CSU campuses. This course was formerly titled <i>Introduction to American Dialects</i>. It is also offered as LING 45.</p> <p><b>Corrections noted:</b>  <b>Requisites</b>, replace “1. Students need to write focused and organized essays demonstrating proficiency in English usage. 2. Students need to read college level texts.” with “Complete written exercises. Write a final project. Read the class text, associated handouts, and websites.”  <b>Requisite Analysis</b>, replace “Read the class text, associated handouts, and websites. Complete written exercises. Write a final project.” with “Develop skills in planning, preparation and responsibility for meeting college-level expectations for reading. Write a final project.” and with “Develop skills in planning, preparation and responsibility for meeting college-level expectations for writing.”</p>	<p>Motion to approve with corrections:  Bill  Seconded: Laura</p> <hr/> <p>Motion approved.</p> <hr/> <p>Motion to approve as a Distance Education course: Richard  Seconded: Bill</p> <hr/> <p>Motion approved</p>
<b>LING 10</b>	<p>LING 10 (<i>Foundations of Language</i>) is being revised to make it a hybrid course.</p> <p><b>Correction noted:</b>  <b>Distance Education Form, I.B.1</b>, replace “Moodle” with “a CMS”.</p>	<p>Motion to approve with correction:  Richard  Seconded: Tom</p> <hr/> <p>Motion approved.</p> <hr/> <p>Motion to approve as a hybrid course:  Tom  Seconded: Richard</p>

<b>LING 10 (continued)</b>		Motion approved
<b>NURS 205</b>	<p>NURS 205 (<i>Supervised Nursing Skills Lab II</i>) is a stand alone course which is being revised to update essential nursing skills covered in the course and to provide enhanced strategies for the students at the second semester level of nursing program.</p> <p><b>Corrections noted:</b>  <b>Catalog Description</b>, replace “in advanced” with “in an advanced”.  <b>Schedule Description</b>, replace “in advanced” with “in an advanced”.  <b>Lab Content</b>, Item VI., replace “nursing skills” with “Nursing skills”.  <b>Textbooks</b>, add publisher where possible.</p>	<p>Motion to approve with corrections:  Richard  Seconded: Jason</p> <hr/> <p>Motion approved.</p> <hr/> <p>Motion to approve as a stand alone course:  Laura  Seconded: Bill</p> <hr/> <p>Motion approved</p>
<b>NURS 206</b>	<p>NURS 206 (<i>Supervised Nursing Skills Lab III</i>) is a stand alone course which is being revised to update essential nursing skills covered in the course and to provide enhanced strategies for the students at the third semester level of nursing program.</p> <p><b>Corrections noted:</b>  <b>Catalog Description</b>, replace “in advanced” with “in an advanced”.  <b>Schedule Description</b>, replace “in advanced” with “in an advanced”.  <b>Lab Content</b>, Item VI., replace “nursing skills” with “Nursing skills”.  <b>Textbooks</b>, add publisher where possible.</p>	<p>Motion to approve with corrections:  Richard  Seconded: Jason</p> <hr/> <p>Motion approved.</p> <hr/> <p>Motion to approve as a stand alone course:  Richard  Seconded: Bill</p> <hr/> <p>Motion approved</p>
<b>ENGR 2</b>	<p>ENGR 2 (<i>Engineering Design Graphics</i>) is being revised as part of Program Review, to provide a distance education option, and to align with the methods developed by the CALSTEP/Joint Engineering Program, a Department of Education sponsored initiative.</p> <p><b>Correction noted:</b>  <b>Lecture Content</b>, Item VI, replace “vews” with “views”.</p>	<p>Motion to approve with correction:  Bill  Seconded: Jason</p> <hr/> <p>Motion approved.</p> <hr/> <p>Motion to approve as a Distance Education course:  Richard  Seconded: Jason</p> <hr/> <p>Motion approved</p>
<b>ENGR 4</b>	<p>ENGR 4 (<i>Engineering Materials</i>) is being revised as part of Program Review, to provide a distance education option, and to align with the methods developed by the CALSTEP/Joint Engineering Program.</p>	<p>Motion to approve: Richard  Seconded: Jason</p>

<b>ENGR 4 (continued)</b>	<b>No corrections noted.</b>	Motion approved. <hr/> Motion to approve as a Distance Education course: Bill Seconded: Richard <hr/> Motion approved
<b>ENGR 12</b>	ENGR 12 ( <i>Engineering Circuits</i> ) is being revised as part of Program Review, to provide a distance education option, and to align with the methods developed by the CALSTEP/Joint Engineering Program.  <b>Correction noted:</b> <b>Lecture Content</b> , delete “Optional Content.”	Motion to approve with correction: Richard Seconded: Laura <hr/> Motion approved. <hr/> Motion to approve as a Distance Education course: Laura Seconded: Jason <hr/> Motion approved
<b>ENGR 12L</b>	ENGR 12L ( <i>Engineering Circuits Laboratory</i> ) is being revised as part of Program Review and to add a distance education option.  <b>Correction noted:</b> <b>Textbooks</b> , Instructor Generated Handouts, replace “No” with “Yes”.	Motion to approve with correction: Paola Seconded: Beth <hr/> Motion approved. <hr/> Motion to approve as a Distance Education course: Richard Seconded: Bill <hr/> Motion approved
<b>ENGR 17</b>	ENGR 17 ( <i>Technical Computing with MATLAB</i> ) is being revised as part of Program Review, to provide a distance education option, and to align with the methods developed by the CALSTEP/Joint Engineering Program, a Department of Education sponsored initiative.  <b>Correction noted:</b> <b>Textbooks</b> , <i>Introduction to MATLAB 7 for Engineers</i> , replace “2nd” with “3rd”, and replace “2005” with “2010”.	Motion to approve with correction: Paola Seconded: Beth <hr/> Motion approved. <hr/> Motion to approve as a Distance Education course: Bill Seconded: Jason <hr/> Motion approved

<b>Other Agenda Items</b>	<b>Courses:</b> <b>HIST 7</b> <b>HIST 8</b> <b>INTD 56</b>  <b>Programs:</b> <ul style="list-style-type: none"> <li>• Fashion – Fast Track: Textile Design, Certificate of Training</li> <li>• Human Services, Certificate of Achievement (Career Technical)</li> <li>• Human Services, Associate in Science (Career Technical Degree)</li> <li>• Interior Design, Certificate of Achievement (Career Technical)</li> <li>• Interior Design, Associate in Arts (Career Technical Degree)</li> <li>• Restaurant Management, Associate in Science (Career Technical Degree)</li> <li>• Fashion – Fast Track: Textile Design, Certificate of Training</li> </ul>	Discussion of these Agenda Items is postponed until next week's meeting.
<b>Next meeting:</b> 3:00 p.m., May 16, 2012 BMC-207		