Curriculum Advisory Committee
Meeting Notes

DATE: October 12, 2011	LOCATION: BMC-207	
✓	Richard Abend, ESL	✓	Tom Logan, Social Science
✓	Steven Belding, Student Representative	✓	Laura Loop, Nursing
	Bill Easton, Library (*proxy to Laura Loop*)		Laura Mock, CurricUNET Specialist
✓	Paola Gilbert, Humanities	✓	Beth Penney, Basic Skills
✓	Michael Gilmartin, Administration	✓	Tom Rebold, Business and Technology
✓	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

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: 10/5/11	No corrections noted.	Motion to approve with corrections: Tom L. Seconded: Richard Motion approved. Abstain = 2
Approval of Agenda	The agenda is amended to add an item for the Discussion Agenda and to change "CSIS 192" to "CSIS 198".	Motion to approve as amended: Beth Seconded: Paola Motion approved.

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Discussion Agenda	**CurricUNET - Michael Gilmartin** Michael informed the committee that CurricUNET has been modified to allow faculty members to change Student Learning Outcomes (SLOs) without having to go through the course revision process. They can now do this by going through Build/Course option.	FYI
Consent Agenda	**Courses Submitted for Deletion:** PHED 421 PHED 425 PHED 485 PHED 496	Motion to approve Consent Agenda: Laura L. Seconded: Richard Motion approved.
CSIS 10A	CSIS 10A (*Computer Science: Beginning Programming*) is being revised to include a "Credit by Exam" option; to modify the course content to reflect the current content; and, to add a statement to course catalog designed to assist students and counselors determine readiness for the course. Consideration of this course is tabled at the request of the department.	Tabled.
CSIS 10B	CSIS 10B (*Computer Science: Advanced Programming*) is being revised as part of Program Review. The prerequisite is modified to allow students taking the new CSIS 10C (*Computer Science: C and C++ Programming)* course to migrate into CSIS10B; and, content is revised to reflect changes to current offering. Consideration of this course is tabled at the request of the department.	Tabled.
CSIS 198	CSIS 198 (*Network Security Fundamentals*) is being revised as part of Program Review. The course will be offered, in alternating semesters, as a hybrid course or as a fully online course. Course outline language has been changed to remove references to lab hours or activities. **Correction noted:** **Additional assessment information,** replace "labs" with "online activities".	Motion to approve with corrections: Richard Seconded: Paola Motion approved with correction. Motion to approve as distance education course: Tom R. Seconded: Richard Motion approved

THEA 440	THEA 440 (*Rehearsal and Performance*), a stand-alone course, is being revised as part of Program Review. Course hours have been corrected to six hours per week. **Corrections noted:** **Objectives,** Item #3, replace "Demonstrate" with "Use", and replace "adated" with "adapted". **Lab Content,** remove periods (.) at the end of each objective.	Motion to approve with corrections: Tom L. Seconded: Laura L. Motion approved with corrections. Motion to approve as stand-alone course: Elizabeth Seconded: Steven Motion approved
AUTO 171	AUTO 171 (*BAR 2011*) is a new stand alone course which is designed to provide required instruction for the smog technician training program. In reviewing the course outline the committee felt that the lab content is worded like objectives and suggests that it be re-written as a topical outline. Additionally, the committee did not understand how homework can be used as a method of evaluation given that this is a one day course. Consideration of this course is tabled pending further revision. **Corrections noted:** **Catalog Description,** replace "B.A.R." with "BAR". **Schedule Description,** replace "B.A.R." with "BAR". **MPC Certificate, Elective,** replace "Yes" with "No".	Tabled.
MUSI 199.1	MUSI 199.1 (*Travel Study: The Choral Music and Culture of Poland*) is a new stand-alone course which is designed to give students the opportunity to perform choral music to foreign audiences through travel study. It was unclear whether all students would be performing; and, if not, what the learning activities are for non-performers. Consideration of this course is tabled pending further revision.	Tabled
CSIS 55	CSIS 55 (*Introduction Programming – Visual Basic*) is being revised as part of Program Review. **Corrections noted:** **Reason for Proposing or Revising,** add "Program Review". **Lab Content,** add "Lecture and lab content are coordinated to provide lecture and hands-on activities at the same time."; and, add the same content as listed for Lecture Content.	Motion to approve with corrections: Tom R. Seconded: Steven Motion approved.
Next meeting: 3:00 p.m., Oct. 19, 2011 BMC-207		