

Curriculum Advisory Committee Meeting Notes

DATE: November 16, 2011		LOCATION: BMC-207	
✓	Richard Abend, ESL		Tom Logan, Social Science
✓	Steven Belding, Student Representative	✓	Laura Loop, Nursing
✓	Bill Easton, Library		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: 11/9/11	<p>Corrections noted: Attendance, add checkmark to LaRon Johnson and Laura Loop. Agenda Item ENGR 4, correct font error on line #2. Agenda Items MATH 10, MATH 12, MATH 13, MATH 20A, MATH 20B, and MATH 262, Requisites, Basic Skills Advisory: Eligibility for ENGL 111 and 112 or ENSL 110 and 155, add requisite analysis for reading skills for each course mentioned above.</p>	<p>Motion to approve with corrections: Beth Seconded: Paola Motion approved.</p>
Discussion Agenda	It was suggested that the committee might consider removing the Schedule Description from the course outline on CurricUNET given that there is no longer a printed schedule, the online PDF schedule does not contain course descriptions, there are no other links to schedule descriptions on the MPC website, and catalog descriptions are more complete.	Discussion will continue.

<p>Consent Agenda</p>	<p>Course Submitted for deletion: ENSL 313 ENSL 323</p> <p>New courses submitted for approval: ESL 313 ESL 323</p> <p>New courses submitted for approval as a Stand-Alone Course: ESL 313 ESL 323</p>	<p>Motion to approve Consent Agenda: Richard Seconded: Laura L.</p> <p>Motion approved.</p>
<p>MATH 263</p>	<p>MATH 263 (<i>Intermediate Algebra and Coordinate Geometry</i>) is being revised as part of Program Review. Lynn will contact the instructor for clarification of the last sentence of Item III (bullet #1) of the Distance Education Form.</p> <p>Corrections noted: Proposed Start, replace “2011 – Fall” with “2012 – Fall”. Part of sequence of transfer-level performing and visual art courses, replace “Yes. It has a . . .” with “No”. Course Objectives/Exit Standards, #1, delete period (.). CB05, add “C=Non-Transferable” Distance Education Form, Item #1, replace “dynamic formula” with “dynamic format”; Item II (3), replace “Students and Instructors” with “Students and instructors”; and, Item III, bullet #1, revise the last sentence as needed.</p>	<p>Motion to approve with corrections: Paola Seconded: Tom R.</p> <p>Motion approved.</p> <hr/> <p>Motion to approve as distance education course: Richard Seconded: Laura L.</p> <p>Motion approved.</p>
<p>MATH 351</p>	<p>MATH 351 (<i>Pre-Algebra</i>), a stand-alone course, is being revised as part of Program Review.</p> <p>Correction noted: Part of sequence of transfer-level performing and visual art courses, replace “Yes. It has a . . .” with “No”.</p>	<p>Motion to approve with correction: Tom R. Seconded: Richard</p> <p>Motion approved.</p> <hr/> <p>Motion to approve as stand-alone course: Tom R. Seconded: Richard</p> <p>Motion approved</p>

<p>MATH 360</p>	<p>MATH 360 (<i>Arithmetic and Basic Mathematics</i>), a stand-alone course, is being revised as part of Program Review.</p> <p>No correction noted.</p>	<p>Motion to approve with correction: Paola Seconded: Steven</p> <hr/> <p>Motion approved.</p> <hr/> <p>Motion to approve as stand-alone course: Richard Seconded: Laura L.</p> <hr/> <p>Motion approved</p>
<p>MATH 113</p>	<p>MATH 113 (<i>Preparation for Calculus I</i>), is being revised as part of Program Review. This is a stand-alone course which is only offered online. The committee felt that the Out-of-Class Assignments should be revised to provide greater detail of how the assignments relate to the course objectives and discussed whether discovery learning was appropriately selected in the Distance Education form. Lynn will contact Ed Migliore regarding whether discovery learning is appropriately selected in the Distance Education form</p> <p>Correction noted: Out-of-Class Assignments, revise to be more descriptive of how assignments relate to course objectives.</p>	<p>Motion to approve with correction: Richard Seconded: Tom R. Abstain = 1 Motion approved.</p> <hr/> <p>Motion to approve as stand-alone course: LaRon Seconded: Laura L.</p> <hr/> <p>Motion approved.</p> <hr/> <p>Motion to approve as distance education course: Beth Seconded: LaRon</p> <hr/> <p>Motion approved.</p>
<p>MATH 271</p>	<p>MATH 271 (<i>Preparation for Intermediate Algebra</i>), a stand-alone course, is being revised as part of Program Review. The committee felt that the Out-of-Class Assignments should be revised to provide greater detail of how the assignments relate to the course objectives and discussed whether discovery learning was appropriately selected in the Distance Education form. Lynn will contact Ed Migliore regarding whether discovery learning is appropriately selected in the Distance Education form</p> <p>Corrections noted: Lecture Content, Item #20, replace “system sof” with “system of”. Out-of-Class Assignments, revise to be more descriptive of how assignments relate to course objectives.</p>	<p>Motion to approve with corrections: Beth Seconded: Steven</p> <hr/> <p>Motion approved.</p> <hr/> <p>Motion to approve as stand-alone course: LaRon Seconded: Tom R.</p> <hr/> <p>Motion approved.</p> <hr/> <p>Motion to approve as distance</p>

MATH 271 (continued)		education course: Tom R. Seconded: Laura L. Motion approved.
MATH 273	<p>MATH 273 (<i>Preparation for Precalculus</i>) is being revised as part of Program Review. The committee felt that the Out-of-Class Assignments should be revised to provide greater detail of how the assignments relate to the course objectives and discussed whether discovery learning was appropriately selected in the Distance Education form. Lynn will contact Ed Migliore regarding whether discovery learning is appropriately selected in the Distance Education form</p> <p>Corrections noted: Catalog Description, replace “cousre” with “course” Course Objectives/Exit Standards, #11, replace “bionomial” with “binomial”. Out-of-Class Assignments, revise to be more descriptive of how assignments relate to course objectives.</p>	Motion to approve with corrections: Steven Seconded: Tom R. Motion approved. <hr/> Motion to approve as stand-alone course: Tom R. Seconded: LaRon Motion approved. <hr/> Motion to approve as distance education course: Richard. Seconded: Laura L. Motion approved.
MATH 381	<p>MATH 381 (<i>Preparation for Beginning Algebra</i>), a stand-alone course, is being revised as part of Program Review. The committee felt that the Out-of-Class Assignments should be revised to provide greater detail of how the assignments relate to the course objectives and discussed whether discovery learning was appropriately selected in the Distance Education form. Lynn will contact Ed Migliore regarding whether discovery learning is appropriately selected in the Distance Education form.</p> <p>Corrections noted: Lecture Content, Item #12, replace “subtraction” with “subtraction”. Out-of-Class Assignments, revise to be more descriptive of how assignments relate to course objectives.</p>	Motion to approve with corrections: Tom R. Seconded: Richard Motion approved. <hr/> Motion to approve as stand-alone course: LaRon Seconded: Richard Motion approved. <hr/> Motion to approve as distance education course: Beth Seconded: Steven Motion approved.

BIOL 26	<p>BIOL 26 (<i>Applied Microbiology Laboratory</i>) is being revised as part of Program Review. Consideration of this course is tabled pending clarification of the English course advisory.</p> <p>Correction noted: Proposed Start, replace “2010 – Fall” with “2012 – Fall”.</p>	Tabled.
Other Agenda Items	<p>CHDV 52 CHDV 55 CHDV 56 CHDV 61</p>	Discussion of these Agenda Items is postponed until next week’s meeting.
Next meeting: 3:00 p.m., Nov. 23, 2011 BMC-207		