Curriculum Advisory Committee
Meeting Notes

DATE: April 6, 2011 LOCATION: BMC-207			
✓	Richard Abend, ESL		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
	Tom Logan, Social Science		Vacant, Student Representative

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: 3/23/11	No corrections noted.	Motion to approve: Richard Seconded: Beth Abstain = 1 Motion approved.
Approval of Agenda	Submission of the published agenda for approval.	Motion to approve as presented: Elizabeth Seconded: Bill Motion approved.

Discussion **CurricUNET and SB 1440 Issues** **Michael Gilmartin**	Michael updated the committee on a recent conversation he had with George Tamas, CEO of GoverNET, and Steven Thyberg, VP of GoverNET, who informed him that they will soon be hiring more staff which will enable them to address requests for changes and fixes more quickly. Michael encouraged CurricUNET users to contact Laura Mock to add any issues or concerns to the list of fixes we are requesting. Upcoming changes to CurricUNET include adding CID codes and repeatability. GoverNET has an online catalog development software package available at no cost to CurricUNET campuses. MPC will look into whether or not to pursue the use of this software. The Chancellor's Office is ready to let community colleges submit curriculum documents directly from their local CurricUNET. Community colleges may be given permission for local approval of non-credit courses through CurricUNET. All but one of the SB 1440 programs submitted to the Chancellor's Office has been rejected so far. MPC will need to identify necessary supporting course documentation for the three programs we are planning to submit by Fall 2011. The current goal is to have 16 programs submitted by Fall 2012.	FYI
Action Agenda **CAC Bylaws** **Lynn Iwamoto**	Proposed Changes to the Bylaws: **Add:** Curriculum/Scheduling/Catalog Technician, as a non-voting member.	Motion to approve changes: Beth Seconded: Richard Motion approved.
INTD 59	INTD 59 (*Introduction to Kitchen and Bath Design*) is being revised as part of Program Review. The committee questioned whether DRAF 70 should be a Prerequisite rather than an Advisory. **No corrections noted.**	Motion to approve: Paola Seconded: Bill Motion approved.
INTD 61	INTD 61 (*Rendering and Perspective*) is being revised as part of Program Review. The course now covers more material with the addition of the use of CAD programs. **Corrections noted, All Fields Report:** **Lab content,** Item #I, replace "Computer Aided Design" with "Practice in	Motion to approve with corrections: Bill Seconded: Richard Motion approved with corrections.

INTD 61 (continued)	Computer Aided Design"; Item #II, replace "Perspective by hand" with "Practice in Perspective by hand"; and, Item #III, replace "Rendering by hand" with "Practice in Rendering by hand" **Other Out-of-Class Assignments,** replace "hand sketching exercises," "hand rendering exercises," "computer aided sketching exercises," and "computer aided rendering exercises" with **"**hand and computer-aided sketching exercises" and "hand and computer-aided rendering exercises."	
INTD 62	INTD 62 (*Principles of Green Building Design*) is being revised as part of Program Review. The committee questioned whether DRAF 70 should be a Prerequisite rather than an Advisory. **No corrections noted.**	Motion to approve: Paola Seconded: LaRon Motion approved.
INTD 70	INTD 70 (*Interior Design Studio*) is a revision of the former INTD 52B (*Interior Design II*). This revision has been undertaken as part of Program Review. The course provides students an expanded opportunity to apply design concepts for both commercial and residential projects. **Correction noted, All Fields Report:** **Requisites,** Course Advisory: INTD 50A, complete the Requisite Objectives.	Motion to approve with correction and pending completion of Content Review: Beth Seconded: Paola Motion approved with correction.
INTD –Interior Design **Program Revision**	The INTD – Interior Design Certificate of Achievement (Career Technical) Program is being revised to reflect changes to course requirements and units. **No corrections noted.**	Motion to approve: LaRon Seconded: Bill Motion approved.
INTD –Interior Design **Program Revision**	The INTD – Interior Design Associate in Arts (Career Technical) Program is being revised to reflect changes to course requirements and units. **No corrections noted.**	Motion to approve: Paola Seconded: LaRon Motion approved.
Hospitality – Fast Track: **Hospitality Supervision** **Program Revision**	The Hospitality – Fast Track: Hospitality Supervision Certificate of Training Program is being revised as part of Program Review to reflect changes to program requirements. **No corrections noted.**	Motion to approve: LaRon Seconded: Bill Motion approved.

3

Other Agenda Items						
Hospitality Management Program Revision Hospitality Operations Program Revision Human Services Program Revision Human Services Program Revision Drafting – Fast Track: Computer-Aided Drafting Design Program Revision	Ornamental Horticulture Certificate Program Revision Ornamental Horticulture AA Program Revision Massage Therapy Program Revision ENGR 12 ENGR 12L LNSK 330 LNSK 331E LNSK 332 LNSK 352 CSIS 110 CSIS 111 CSIS 112	DNTL 101 DNTL 105 DNTL 111 ENGL 1A ENGL 16 WOMN 7 PHED 1A PHED 1B PHED 2A PHED 2B PHED 2C PHED 5A PHED 5B PHED 7A PHED 7B PHED 16 PHED 20.6 PHED 20.7 PHED 20.8 PHED 20.9 PHED 30.1 PHED 30.2 PHED 30.3	LETP 240.47 PHED 30.4 PHED 30.6 PHED 31.1 PHED 31.2 PHED 31.3 PHED 31.4 PHED 31.5 PHED 32.1 PHED 32.4 PHED 61 LETP 231.27 LETP 240.25 PFIT 10 PFIT 21 PFIT 22A PFIT 22B PFIT 50 ORNH 64 ORNH 65	ORNH 66 ORNH 68 ORNH 70 ORNH 71 ORNH 72 ORNH 75 ORNH 76 ORNH 78 ORNH 210.3 ORNH 210.4 ORNH 210.5 ORNH 210.6 ORNH 210.7 ORNH 210.8 ORNH 210.9	Discussion of these Agenda Items is postponed until next week's meeting.

Next meeting: 3 p.m., April 13, 2011 BMC-207