

Curriculum Advisory Committee Meeting Notes

DATE: Sept. 29, 2010 LOCATION: GC-103			
✓	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		Vacant, Academic Senate
✓	Elizabeth Harrington, Articulation Officer		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
✓	Laura Loop, Nursing		

Meeting Chaired by: Lynn Iwamoto

Notes Submitted by: Elizabeth Harrington

Agenda Item	Discussion / Comments	Action
Approval of Notes: 9/22/10	Corrections noted: Agenda Item PHED 12B, Discussion Line #1, replace “PFIT” with “PHED”. Agenda Item PHED 14, Discussion Line #1, replace “PFIT” with “PHED”.	Motion to approve with correction: Bill Seconded: Tom R. Motion approved with corrections.
Discussion Distance Education	During discussion of issues related to Distance Education, Michael Gilmartin explained the manner in which hours are recorded and reported for online and for hybrid courses. The committee discussed the need to review the Distance Education Handbook, clarify what is necessary for online courses, and establish parameters to be used in reviewing distance education courses.	Discussion will continue.
Amend Agenda	A second vote is required regarding the addition of a distance education method of delivery for CSIS 177 (<i>Routing Concepts</i>). In order to do so, the current agenda must be amended to include CSIS 177.	Motion to add CSIS 177 to the current agenda: Richard Seconded: Tom R. Motion approved with corrections.

Amend Agenda	A second vote is required regarding the approval of LETP 222 (<i>Child Victims Interviewing</i>) as a stand-alone course. In order to do so, the current agenda must be amended to include LETP 222.	Motion to add LETP 222 to the current agenda: Richard Seconded: Tom R. Motion approved with corrections.
CSIS 177	CSIS 177 (<i>Routing Concepts</i>) was initially reviewed by the committee during the Sept. 22 nd meeting. At that time no vote was taken to approve or deny the addition of a distance education method of delivery.	Motion to approve distance education method of delivery: Richard Seconded: Bill Motion approved with corrections.
LELTP 222	LETP 222 (<i>Child Victims Interviewing</i>) was initially reviewed by the committee during the Sept. 22 nd meeting. At that time no vote was taken to approve or deny it as a stand-alone course.	Motion to approve as a stand-alone course: Elizabeth Seconded: Bill Motion approved with corrections.
MUSI 2	MUSI 2 (<i>Introduction to Broadway Musicals</i>) is being revised as part of Program Review. The method of delivery is being revised from Living Room to Online. During discussion of this course the committee identified several areas of concern. The areas of concern include: whether student-to-student communication will be facilitated through the use of discussion board technology; the need to include the course website in the course documentation; the manner in which weekly quizzes will be offered; and, how essay questions, which are necessary to satisfy Course Objective #1, will be administered. Lynn will forward these concerns to the originator. Consideration of the Distance Education Form is tabled pending clarification of these questions. No corrections noted:	Motion to approve: Paola Seconded: Richard Motion approved with corrections. <hr/> Motion to table consideration of Distance Education pending instructor's response to the committee's concerns: Richard Seconded: Bill Motion approved.
MUSI 3	MUSI 3 (<i>Introduction to Jazz and Pop</i>) is being revised to change the method of delivery from Living Room to online. During discussion of this course the committee identified several areas of concern. The areas of concern include: whether student-to-student communication will be facilitated through the use of discussion board technology; the need to include the course website in the course documentation; the manner in which weekly quizzes will be offered; and, how essay questions, which are necessary to satisfy Course Objective #1, will be administered. Lynn	Motion to approve with corrections: Richard Seconded: Tom R. Motion approved with corrections. <hr/> Motion to table consideration of Distance Education pending instructor's response to the

MUSI 3 (continued)	<p>will forward these concerns to the originator. Consideration of the Distance Education Form is tabled pending clarification of these questions</p> <p>Corrections noted: Basic Skills Advisory, add ENGL 112 and ENSL 155.</p>	<p>committee's concerns: Paola</p> <p>Seconded: Richard</p> <p>Motion approved.</p>
WRLD 408	<p>WRLD 408 (<i>Late Renaissance and Reformation (1520-1600)</i>) is a new stand-alone, non-credit course which is being added to the World Civilizations curriculum. This course is intended to provide older adult students the opportunity to focus on how the older adult relates to family, community and global issues.</p> <p>No corrections noted.</p>	<p>Motion to approve: Paola</p> <p>Seconded: Tom R.</p> <p>Motion approved.</p> <hr/> <p>Motion to approve as a stand-alone course: Paola</p> <p>Seconded: Richard</p> <p>Motion approved.</p>
WRLD 409	<p>WRLD 409 (<i>Foundations of the Modern World (1600-1690)</i>) is a new stand-alone, non-credit course which is being added to the World Civilizations curriculum. This course is intended to provide older adult students the opportunity to focus on how the older adult relates to family, community and global issues.</p> <p>No corrections noted.</p>	<p>Motion to approve: Paola</p> <p>Seconded: Tom R.</p> <p>Motion approved.</p> <hr/> <p>Motion to approve as a stand-alone course: Richard</p> <p>Seconded: LaRon</p> <p>Motion approved.</p>
WRLD 410	<p>WRLD 410 (<i>The Enlightenment (1690-1775)</i>) is a new stand-alone, non-credit course which is being added to the World Civilizations curriculum. This course is intended to provide older adult students the opportunity to focus on how the older adult relates to family, community and global issues.</p> <p>No corrections noted.</p>	<p>Motion to approve: Paola</p> <p>Seconded: Richard</p> <p>Motion approved.</p> <hr/> <p>Motion to approve as a stand-alone course: Laura L.</p> <p>Seconded: Richard</p> <p>Motion approved.</p>

WRLD 411	<p>WRLD 411 (<i>Romanticism and Revolution (1775-1815)</i>) is a new stand-alone, non-credit course which is being added to the World Civilizations curriculum. This course is intended to provide older adult students the opportunity to focus on how the older adult relates to family, community and global issues.</p> <p>No corrections noted.</p>	<p>Motion to approve: Paola</p> <p>Seconded: Bill</p> <p>Motion approved.</p> <hr/> <p>Motion to approve as a stand-alone course: LaRon</p> <p>Seconded: Laura L.</p> <p>Motion approved.</p>
WRLD 412	Due to time constraints, WRLD 412 (<i>The Age of Progress (1815-1870)</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
WRLD 413	Due to time constraints, WRLD 413 (<i>Nationalism, Colonialism and the Great War (1870-1918)</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
WRLD 414	Due to time constraints, WRLD 414 (<i>The Age of Modernism (1918-1945)</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
WRLD 415	Due to time constraints, WRLD 415 (<i>The Age of Modernism (1945-Present)</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
Next meeting: Oct. 6, 2010, GC-103		