

Curriculum Advisory Committee Meeting Notes

DATE: March 24, 2010 LOCATION: LTC 232			
✓	Richard Abend, ESL	✓	Beth Penney, Basic Skills
	Bill Easton, Library	✓	Tom Rebold, Business and Technology
	Paola Gilbert, Humanities		Vacant, Academic Senate
✓	Michael Gilmartin, Administration		Vacant, Creative Arts
✓	Elizabeth Harrington, Articulation Officer		Vacant, Life Science
✓	Lynn Iwamoto, Chairperson/Physical Science		Vacant, Nursing
✓	LaRon Johnson, Student Services		Vacant, Physical Education
✓	Tom Logan, Social Science		Vacant, Student Representative
✓	Laura Mock, CurricUNET Specialist		

Meeting Chaired by: Lynn Iwamoto

Notes Submitted by: Elizabeth Harrington

Agenda Item	Discussion / Comments	Action
Approval of Notes: 3/17/10	Corrections noted: Add Agenda Item BUSI 38.	Motion to approve with correction: Richard Seconded: Tom R. Motion approved with correction.
Discussion Living Room Courses	Michael Gilmartin informed the committee that Living Room courses which were never approved as such by CAC must no longer be offered, and that approved Living Room courses which do not meet Title 5 requirements must also be stopped. He explained, additionally, that “Living Room” courses should no longer be referred to as “Living Room” but rather as Hybrid courses. This is necessary because the term “Living Room” is interpreted as indicating a correspondence course.	FYI
LETP 234	LETP 234 (<i>Skills and Knowledge</i>) was previously Tabled pending clarification of questions related to the content, units and hours. Michael Gilmartin explained the course was developed to update peace officers training. The module content items are general in order to allow them to be addressed as most current when offered. Students will take one or more module at a time. The course submission requested CSU GE Area D0; however, the course is not CSU transferable and, therefore, doesn't	Motion to approve with corrections: Richard Seconded: Tom R. Aye = 5 Opposed = 3

<p>LETP 234 (continued)</p>	<p>qualify for GE status.</p> <p>Corrections noted: Course Outline, Item #2, Line #2, replace “This 8-80 hour variable course” with “This variable-hour course;”, Line # 3, replace “Standards of Training” with “Standards and Training”; Line #4, delete sentence beginning with, “Students will choose ...”, Line #5, delete sentence beginning with, “Each module will be ...”, Line #6, delete “.5-2 units, 8-380 hours, C/NC”; Item #3, Line #2, replace “This 8-80 hour variable course” with “This variable-hour course;”, Line # 3, replace “Standards of Training” with “Standards and Training”; Item #5, Line #2, replace “99” with “999” and replace “198” with “999”, and Line #5, replace “insure that” with “ensure that”; Item #13a, Module 3, replace “Sex Registration” with “Sexual Offender Registration”, Module 4, Content Item III(D), replace “Ribbion” with “Ribbon”.</p>	<p>Motion approved with corrections.</p>
<p>BUSI 38</p>	<p>BUSI 38 (<i>Multiculturalism in Corporate America</i>) is being revised as part of Program Review. Consideration of this course for Distance Education is postponed pending the preparation of a Substantive Change report by the Business Department.</p> <p>Corrections noted: Courses -- Signature Page, delete checkmark from “Distance Education” box Course Revision Form, B, add checkmark to B(4) box and delete checkmark from B(18) box; Item C, Change from, replace “Traditional format” with “Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155”; Item C, Change to, replace “Online or hybrid delivery options” with “Advisory: Eligibility for ENGL 1A”; Item D, replace response with “Updating course outlines, data sheets and other documents as needed for program review.”, and delete comment box. Course Data Sheet, Item #3, delete “and to add a Distance Education option”; Item #8, delete checkmark from “Distance Ed” box; Item #15, delete comment box; and, Item #17, delete comment box. Course Outline, Item #2, Line #4, replace “American cultures, African,” with “American cultures: African”, and replace “European are” with “European, are”, Line #5, delete “Also offered online.”, Line #6, replace “111 and 112 or ENSL 110 and 155” with “1A”, and delete comment</p>	<p>Motion to approve with corrections: Tom R. Seconded: Richard</p> <p>Motion approved with corrections.</p> <p>----- Motion to deny the Distance Education Form pending completion of the Substantive Change report: Lynn Seconded: Richard</p>

BUSI 38 (continued)	<p>boxes; Item #3, Line #1, replace “111 and 112 or ENSL 110 and 155” with “1A”, Line #2, replace “American cultures” with American cultures:”, Line #3, replace “European are” with “European, are”, and delete comment box; Item #11a, replace “111 and 112 or ENSL 110 and 155” with “1A”; and, Item #13a, delete comment box.</p> <p>Basic Skill Advisories: Content Review Form, move response to Target Course, Eligibility for ENGL 1A box and delete comment boxes.</p>	
CHEM 2	<p>CHEM 2 (<i>Fundamental Chemistry</i>) is being revised as part of Program Review.</p> <p>Corrections noted on All Fields Report: MPC AA/AS Degree, Major, delete “No” on second line MPC AA/AS Degree, Elective, replace “No” with “Yes” and delete “Yes” on second line. Part of sequence of transfer-level performing and visual art courses, delete response.</p>	<p>Motion to approve with corrections: LaRon Seconded: Tom L.</p> <p>Motion approved with corrections.</p> <p>Lynn will clarify the desired ENGL course advisory.</p>
GEOL 2L	<p>GEOL 2L (<i>Introductory Geology Lab</i>) is being revised to comply with Title 5 lab hour requirements. Consideration of this course is tabled pending correction being made to data field in the course documents.</p>	<p>Tabled.</p>
OCEN 2	<p>OCEN 2 (<i>Introductory Oceanography</i>) is being revised to comply with Title 5 lab hour requirements. Consideration of this course is tabled pending correction being made to data field in the course documents.</p>	<p>Tabled.</p>
OCEN 2L	<p>OCEN 2L (<i>Introductory Oceanography Lab</i>) is being revised to comply with Title 5 lab hour requirements. Consideration of this course is tabled pending correction being made to data field in the course documents.</p>	<p>Tabled.</p>
ENGL 20	<p>ENGL 20 (<i>Reading Center Tutor Training</i>) is a new stand-alone course which is designed to provide college credit to students who train to be tutors in the Reading Center. The committee suggests changing the title from “<i>Reading Center Tutoring</i>” to “<i>Reading Center Tutor Training</i>”. General Education credit is requested for MPC GE Area A2. The desired number of units and hours was unclear. Lynn will contact the department for clarification.</p>	<p>Motion to approve with corrections: Richard Seconded: LaRon</p> <p>Motion approved with corrections.</p> <p>Lynn will confirm units.</p>
ENGL 20 (continued)	<p>Corrections noted: Course Title, change course title from “<i>Reading Center Tutoring</i>” “<i>Reading Center Tutor Training</i>” throughout.</p>	<p>Requested GE: MPC Area A2</p>

	Method of Instruction , Lecture/Laboratory only Course Outline , Item #2, Line #1, replace units and lab hours as necessary; Item #3, Line #1, replace units and lab hours as necessary; Item #6, replace units as necessary; Item #13a, Content Item #II, Line #2, delete “socioeconomic class,”	
ENGL 51	ENGL 51 (<i>Fiction Writing</i>) is a new course designed to provide students the opportunity to explore a single genre in fiction through the reading and discussion of established authors and sharing of their original work. Consideration of this course is tabled pending correction being made to data field in the course documents	Tabled.
ADMJ – Administration of Justice Program Change	The Administration of Justice Program is being revised to include the addition of LETP 180 as a selective elective under Option 1. Correction noted: Program Revision , Option 1: General, Line #9, replace “Select 2-3” with “Select at least 2-3”.	Motion to approve with correction: Richard Seconded: LaRon Motion approved with correction.
ENGL 231	Due to time constraints, ENGL 231 (<i>Creative Writing for Personal Goals</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
LNSK 410	Due to time constraints, LNSK 410 (<i>Job Readiness I</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
SPCH 52	Due to time constraints, SPCH 52 (<i>Communication in the Workplace</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
LETP 245	Due to time constraints, LETP 245 (<i>Field Training Program</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
LETP 254	Due to time constraints, LETP 454 (<i>Dispatch Field Training Program</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
MATH 381	Due to time constraints, MATH 381 (<i>Preparation for Beginning Algebra</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
PARK 130	Due to time constraints, PARK 130 (<i>Introduction to California State Parks</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
PARK 133B	Due to time constraints, PARK 133B (<i>Advanced Park Carpentry Skills</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.

PARK 164	Due to time constraints, PARK 164 (<i>Resources Management Cultural: Advanced</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
PARK 166	Due to time constraints, PARK 166 (<i>Cultural Resource Management: Intermediate</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
PARK 167	Due to time constraints, PARK 167 (<i>Natural Resource Management: Intermediate</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
PARK 212	Due to time constraints, PARK 212 (<i>Volunteer Management</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
PARK 229	Due to time constraints, PARK 229 (<i>Advanced Trail Management</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
PARK 240	Due to time constraints, PARK 2410 (<i>Field Training Program</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
PARK 242R	Due to time constraints, PARK 242R (<i>Emergency Medical Responder/EMT Instructor Refresher</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
PARK 244R	Due to time constraints, PARK 244R (<i>Defensive Tactics Instructor Refresher</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
PARK 258	Due to time constraints, PARK 258 (<i>Internal Affairs Investigator</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
PARK 265	Due to time constraints, PARK 265 (<i>Historic Structures Maintenance</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
PARK 268	Due to time constraints, PARK 268 (<i>Equal Employment Opportunity (EEO) Counselor Training</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
PARK 271	Due to time constraints, PARK 271 (<i>Basic Park Carpentry Skills</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
PERS 54	Due to time constraints, PERS 54 (<i>Leadership Communication</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
WRLD 99.6	Due to time constraints, WRLD 99.6 (<i>New York to Newport: America in the Gilded Age</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
WRLD 401	Due to time constraints, WRLD 401 (<i>Prehistory And Earliest Civilizations (to 1200 BCE)</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.

WRLD 402	Due to time constraints, WRLD 402 (<i>Foundations of the Classical World (1200 -500BCE)</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
WRLD 403	Due to time constraints, WRLD 403 (<i>The Golden Age of Greece (500-300BCE)</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
WRLD 404B	Due to time constraints, WRLD 404B (<i>The Roman Empire (14-600 CE)</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
WRLD 405	Due to time constraints, WRLD 405 (<i>The Christian and Islamic Medieval World I: (500-1100 CE)</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
WRLD 406	Due to time constraints, WRLD 406 (<i>The Medieval Renaissance (1100-1350)</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
WRLD 407	Due to time constraints, WRLD 407 (<i>The Medieval Renaissance (1350-1520)</i>) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
Next meeting: April 7, 2010, LTC 232		