Curriculum Advisory Committee
Meeting Notes

DATE: Dec. 2, 2009 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: 11/18/09	Correction noted: Agenda Item, Consent Agenda, Action, replace "delete courses as presented" with "approve Consent Agenda"	Motion to approve with correction: Richard Seconded: Tom L. Motion approved with correction.
Discussion **Brown Act** **Michael Gilmartin**	Michael reminded the committee that the Brown Act defines rules regarding the procedures which must be followed by committees reporting directly to the Board. In particular he mentioned the need to physically post agendas seventy-two hours prior to a meeting, the need to provide for community input, and that actions cannot be taken on items which were not included on the agenda.	Michael will provide committee members with a summary of open meeting rules as set forth in the Brown Act.
DNTL 115	DNTL 115 (*Dental Specialties*) is being revised to incorporate some of the material previously covered in DNTL 114 (*Chairside Assisting III*). DNTL 114 has now been deleted. **Corrections noted:** **Course Data Sheet,** Item #7, add a checkmark to the "Yes" box and delete the checkmark in the "No" box and add a statement explaining the relationship of the courses.	Motion to approve with correction: Richard Seconded: Bill Motion approved with correction.

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Dental Assisting Program Change	The Dental Assisting Program Change is being revised to reflect the deletion of DNTL 114 (*Chairside Assisting III*) No corrections noted.	Motion to approve: Tom L. Seconded: Richard Motion approved.
HOSP - Ecotourism New Program	Ecotourism is a new program in the Hospitality Department. This program will have to be submitted to the state for approval. The committee felt that this program may need more focus and questioned the number of courses listed in this program. It was unclear what level of world language was being required or what was meant by ESL Credits accepted. Lynn will contact Sunshine Giesler for clarification.	Tabled pending clarification.
HOSP 68	HOSP 68 (*Introduction to Ecotourism*) is the first course developed for the new Ecotourism program. It will provide students the opportunity to learn the principles of responsible travel as well as the opportunity to utilize ecotourism for conservation and to improve local economies. The course catalog and schedule descriptions were discussed. Lynn will revise the wording accordingly. It was suggested that this course would be appropriate for MPC GE Area E2. **Corrections noted:** **Course Data Sheet,** Item #4 add checkmark to the GE box and to the Area E box. **Course Outline,** Items #2 and #3, revise courses descriptions.	Motion to approve with corrections: Tom R. Seconded: Bill Abstentions = 1 Motion approved with corrections.
HOSP 69	HOSP 69 (*Ecotourism Development and Management*) is the second course developed for the new Ecotourism program. It was unclear whether there should be an advisory for this course of HOSP 68 (*Introduction to Ecotourism*). **Corrections noted:** **Course Outline**, Item #2, Line #1 replace "consumer" with "consumer interest", Line #2, replace "will teach" with "teaches", Line #4, replace "will also reinforce and develop" with "reinforces and develops", and delete comment boxes in the right hand margin; Item #11b, delete comment box in the right hand margin; and, Item #16, Line #2, add "ISBN" after the comma.	Tabled pending confirmation of Advisory Statement for HOSP 68.

LING 50	LING 50 (*Introduction to Standard American English*) is a new course designed to provide students the opportunity to develop fluency in Standard American English (SAE). The teaching methodology will be that of second language teaching. **Corrections noted:** **Course Data Sheet,** Item #22, delete comment box in right hand margin. **Course Outline**, Item #16, add appropriate textbooks and delete the comment box in the right hand margin.	Motion to approve with correction: Bill Seconded: Richard Motion approved with correction.
Ethnic Studies Program Change	The Ethnic Studies Program Change is being revised to replace ETNC/HIST 11 (*African Americans in American History*) as a requirement to the program with the option of ETNC/HIST 24 (*African Americans in American History to 1865*) or ETNC/HIST 25 (*African Americans in American History since 1865*), to reflect the department change of DRAM 4 to THEA 4, and to reflect the change of LING 20 to LING 45. Lynn will revise the Current and the Revised program listings to match standard program format. Michael will check to see if the state has approved a certificate for Ethnic Studies.	Motion to approve with corrections: Tom L. Seconded: Richard Motion approved with corrections.
CSIS 1	CSIS 1 (*Introduction to Computer Science and Information Systems*) is being revised as part of Program Review and to eliminate hours by arrangement. **Corrections noted:** **Course Revision Form,** Item C, Change from, add current catalog description and delete comment box in the right hand margin; Item C, Change to, add revised catalog description; and, Item D, replace lines #1 and #2 with, "This is a revision to eliminate DHR." **Course Data Sheet,** Item #3, replace lines #1-3 with, "This is a revision to eliminate DHR."; Item #15, replace articulated course reference with CSCI 100 at CSU Chico; Item #17, delete comment box in the right hand margin; and, Item #18, replace "I" with "A". **Distance Education Form,** Item #4, delete comment boxes in the right hand margin.	Motion to approve with corrections: Paola Seconded: Richard Motion approved with corrections.

CSIS 10A	CSIS 10A (*Computer Science: Beginning Programming*) is being revised as part of Program Review. **Corrections noted:** **Course Data Sheet,** Item #15, delete comment box; and, Item #17, delete comment box.	Motion to approve with corrections: LaRon Seconded: Paola Motion approved with corrections.
CSIS 10B	Due to time constraints, CSIS 10B (*Computer Science: Advanced Programming*) is continued to the next committee meeting.	Discussion of this course is postponed until next week's meeting.
World Language **ARAB 1A** **ARAB 1B** **CHIN 1A** **CHIN 1B** **FREN 1A** **FREN 1B** **FREN 2A** **FREN 2B** **GERM 1A** **GERM 1B** **GERM 2A** **GERM 2B** **ITAL 1A** **ITAL 1B** **JPNS 1A** **JPNS 1B** **JPNS 2A** **RUSS 1A** **RUSS 1B** **SIGN 1A** **SIGN 1B** **SIGN 2B**	Revised course outlines for these courses are not yet available.	Discussion of these courses is postponed until a later meeting.
Music -- Associate in Arts Program Change	Due to time constraints, the Music – Associate in Arts Program Change is continued to the next committee meeting.	Discussion of this course is postponed until next week's meeting.

Music – Certificate of Achievement Program Change	Due to time constraints, the Music – Certificate of Achievement Program Change is continued to the next committee meeting.	Discussion of this course is postponed until next week's meeting.
PSYC 25	Due to time constraints, PSYC 25 (*Child and Adult Development*) is continued to the next committee meeting.	Discussion of this course is postponed until next week's meeting.
ART 4	A revised course outline for this course is not yet available for review.	Discussion of this course is postponed until a later meeting.
HUMA 4	A revised course outline for this course is not yet available for review.	Discussion of this course is postponed until a later meeting.
WOMN 4	A revised course outline for this course is not yet available for review.	Discussion of this course is postponed until a later meeting.
Next meeting: Dec 9, 2009, LTC 232		