

## Curriculum Advisory Committee Meeting Notes

| DATE: April 9, 2008 LOCATION: LTC 232 |  |   |                                     |
|---------------------------------------|--|---|-------------------------------------|
| ✓                                     | Bernadine Abbott, Library                  | ✓ | Tom Rebold, Business and Technology |
| ✓                                     | Richard Abend, ESL                         | ✓ | Susan Walter, Chairperson           |
| ✓                                     | Michael Gilmartin, Administration          | ✓ | Jason Walters, Student              |
| ✓                                     | Elizabeth Harrington, Articulation Officer |   | Vacant, Life Science                |
| ✓                                     | Lynn Iwamoto, Physical Science             |   | Vacant, Creative Arts               |
| ✓                                     | LaRon Johnson, Academic Senate             |   | Vacant, Physical Education          |
|                                       | Tom Logan, Social Science                  |   | Vacant, Supportive Services         |
| ✓                                     | Jonathan Osburg, Humanities                |   | Vacant, Nursing                     |
| ✓                                     | Beth Penney, Basic Skills                  |   |                                     |

Meeting Chaired by: Susan Walter

Notes Submitted by: Elizabeth Harrington

Guest: Fred Hochstaedter

| Agenda Item                        | Discussion / Comments   | Action   |
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| Approval of Notes:<br>4/2/08       | Corrections noted:<br>Agenda Item ART 38R, paragraph #2, replace “reapeatability” with repeatability and replace “Schecule” with “Schedule.”<br>Agenda Item ECON 4, line #9, replace “Kill” with “Skill.”   | Motion to approve with corrections:<br>Richard<br>Seconded: LaRon<br><br>Motion approved with corrections. |
| <b>Anthropology Program Change</b> | This Anthropology program change is a revision of the current University Studies -- Anthropology program. It will replace the current list of courses with a revised list of courses and electives for students transferring to a four-year Anthropology program.<br><br>Corrections noted:<br>Revised Program, Title, delete “University Studies: ” and replace “Archeology” with “Archaeology.” | Motion to approve with corrections:<br>Bernie<br>Seconded: Jason<br><br>Motion approved with corrections.  |

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| <p><b>ART 52C</b></p> | <p>ART 52C (<i>Narrative Film Production</i>) is a new course being developed as part of Program Review to expand the Cinema/Video courses offered to include narrative production. The title also was inconsistent with the title format of ART 52A and 52B. The committee discussed whether the use of the word “Narrative” in the title adequately reflects the course content. The committee has asked for clarification from the from the proposing faculty member regarding the use of the word “Narrative.”</p> <p>Corrections noted:<br/> Signature Page, replace the title with “Film/Video Narrative Production.”<br/> Course Data Sheet, Item #1 replace the title with “Film/Video Narrative Production”; Item #3, line #2, replace “field ,” with “field,” , add a comma after “studio; and, Item #9, add “None.”<br/> Course Outline, Item #1 change title to Film/Video Narrative Production, Item #8 replace Teaching Units with “4.5” and replace FTE with “.3”</p> | <p>Approval of this course is tabled pending a response to the committee’s question from Bobbi Boes.</p> <p>Susan will contact Bobbi Boes respond to the question raised regarding the use of the word “Narrative” in the course title.</p> |
| <p><b>ART 21A</b></p> | <p>ART 21A (<i>Professional Practices: Photographing Your Artwork</i>) was initially approved by the committee in September, 2007. The hours are now being revised by removing the .5 hour lecture. The course will now be 1 hour lab.</p> <p>Corrections noted:<br/> Course Data Sheet, Item #6 delete X in Yes box<br/> Course Outline, Item #2, revise the first sentence of the catalog description to read, “This course offers an introduction . . . ”; Item #7, replace Homework hours per week with “0.”; Item #8, replace Teaching Units with “0.8335”; Item # 13a (B3) change to 4”X5”; Item #14, add a course objective which read, “4. Builds skills through repetition resulting in photographs of higher quality.” Item # 16 delete “Supply/materials list will be available before the first class meeting.”</p>  | <p>Motion to approve with corrections:<br/> Tom R.<br/> Seconded: Lynn</p> <p>Motion approved with corrections.</p>   |

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| <b>ART – Studio (Film/Video) Program Change</b> | <p>ART – Studio (Film/Video) Program is being revised to add ART 52 (<i>Film/Video Narrative Production</i>) and DRAM 8C (<i>Advanced Screenwriting</i>) to the ART – Studio, Area VIII., program.</p> <p>No corrections noted.</p>   | <p>Approval of this program change is tabled pending the response to the committee’s question regarding ART 52C.</p> |
| <b>AUTO 170</b>                                 | <p>AUTO 170 (<i>Basic Clean Air Car Course</i>) is being revised to better serve students by breaking the course down into smaller segments. This course will meet one of the Bureau of Automotive Repair’s (BAR) Course requirements for obtaining a Basic Emission Specialist *EB) or an Advanced Emissions Specialist (EA) Smog Check License. The title is revised from <i>Advanced Clean Air</i> and from 5.0 units to 2.5 units.</p> <p>Corrections noted:<br/> Course Outline, Item #2, line #2 replace “requirement” with “requirements” and delete the parenthetical comments at the end of the course description; Item #3, line #2 replace “requirement” with “requirements”; delete “Note: Offered in 12-week format...”and, Item #16 replace “mpme” with “None.”</p> | <p>Motion to approve with corrections:<br/> Tom R.<br/> Seconded: Lynn</p> <p>Motion approved with corrections.</p>  |
| <b>Automotive Technology Program Change</b>     | <p>The Automotive Technology Program is being revised to reflect the change of units and title for AUTO 170.</p> <p>No corrections noted.</p>   | <p>Motion to approve: LaRon</p> <p>Seconded: Lynn</p> <p>Motion approved.</p>  |
| <b>DRAM 8C</b>                                  | <p>DRAM 8C (<i>Advanced Screenwriting</i>) is a new course which is designed to provide students the opportunity to further develop screenwriting skills.</p> <p>Corrections noted:<br/> Course Outline, Item #2, line #4, replace “Drama” with “DRAM”; Item #3, line #2, replace “Drama” with “DRAM”; Item #5 add a checkmark to the “No” box, delete the checkmark from “Yes” box, and delete the number “1”; Item #12 replace “Drama” with “DRAM;” Item #13a add “.” After Section 4 statement.</p>  | <p>Motion to approve with corrections:<br/> Lynn<br/> Seconded: Jon</p> <p>Motion approved with corrections.</p>     |

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| <p><b>DRAM 16B</b></p>   | <p>DRAM 16B (<i>Acting for the Camera II</i>) is a new course which is designed to be the final course in the acting for the camera series of courses. In addition to offering students additional acting experience it will provide opportunities for student directions and technicians to gain further experience. The committee expressed concerns regarding the need for DRAM 16 (<i>Acting for the Camera</i>) to be revised to DRAM 16A (<i>Acting for the Camera I</i>).</p> <p>Corrections noted:<br/> Course Outline, Item #5 add a checkmark to the “No” box, delete the checkmark from “Yes” box, and delete the number “1”; Item #13a, Section 4, add a period to the end of the line.<br/> Pre-requisite/Co-requisite Content Review Form, Item #7, Target course line #2, replace “i.e. – 1 – 4” with “i.e. 1 – 4”</p>  | <p>Approval of DRAM 16B is tabled pending a revision to the DRAM 16.</p> <p>Susan will contact Gary Bolen regarding the need to revise DRAM 16.</p> |
| <p><b>Drama – I Acting &amp; II Direction Program Change</b></p> | <p>The Drama – I Acting and II Direction Program is being revised to include the addition of DRAM 16B.</p> <p>No corrections noted.</p>  | <p>Approval of this program change is tabled pending the revision of DRAM 16.</p>   |
| <p><b>ENGL 14</b></p>  | <p>ENGL 14 (<i>Mastering College Reading: Analysis and Interpretation</i>) is a new course which is designed to meet the needs of students struggling in college and transfer-level courses due to reading difficulties.</p> <p>Corrections noted:<br/> Course Data Sheet, Item #4 delete the checkmark from the “Major” box and add a checkmark to the “Elective” box; delete “X” from Reading Proficiency; Item # 23 delete the checkmark from the fourth box.<br/> Course Outline, Item #2 change prerequisite to read, “Qualifying reading and writing assessment results or satisfactory completion of ENGL 111 and 112 or ENSL 110”; Item #3 change prerequisite to read, “Qualifying reading and writing assessment results or satisfactory completion of ENGL 111 and 112 or ENSL 110”; Item #11a, add a Basic Skills Advisory supported by a Basic Skills Advisory form; Item #12 change the course prerequisite to read, “Qualifying reading and writing assessment results or satisfactory completion of ENGL 111 and 112 or ENSL 110.”</p> | <p>Approval of ENGL 14 is tabled pending the addition of a Basic Skills Advisory Form.</p>  |



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| <p><b>Fire Protection Technology - New Program</b></p>          | <p>Fire Protection Technology is an existing program which is revised to include FIRE 130 (<i>Crisis Intervention Training For Dispatch, Fire/Medical Personnel</i>) as a selected elective course. This course was continued from last week pending confirmation of the repeatability of FIRE 130. Michael Gilmartin has confirmed that it is a P.O.S.T required course and, therefore, repeatable.</p> <p>No corrections noted.</p>  | <p>Vote tabled until next week.</p> |
| <p><b>Curriculum Institute</b><br/><b>Fred Hochstaedter</b></p> | <p>Fred announced that at the last Academic Senate meeting it was agreed to send the chair of CAC to the Curriculum Institute each year. Doug Garrison has agreed to make this a line item in the President's budget. This year the Academic Senate would like to send one additional committee member to the Curriculum Institute using what remains in the Senate budget. Fred asked any committee member interested in attending this year's Curriculum Institute, to be held in July, to contact him. If there is no current committee member interested or able to attend Fred will attend.</p> | <p>FYI</p>                          |
| <p><b>Spring Flex Day Session</b></p>                           | <p>Susan suggested that there be a Spring Flex Day session to go over an integrated course outline and CurricUNET-related issues.</p>  | <p>Discussion will continue.</p>    |
| <p><b>Next meeting:</b> April 16, 2008, LTC 232</p>             |  |                                     |