

Curriculum Advisory Committee Minutes

DATE: April 13, 2016 LOCATION: BMC 206			
X	Richard Abend, Humanities	X	Kim Kingswold, Curriculum/Catalog Technician
X	Bill Easton, Library	X	Jon Knolle, Dean of Instruction
X	Adrian Ellaga, Student Representative	X	Laura Loop, Nursing
X	Laura Franklin, Dean of Instruction	X	Gamble Madsen, Chairperson/Creative Arts
	Sunshine Giesler, Chairperson/Life Science		Laura Patterson, CurricUNET Specialist
X	Michael Gilmartin, Dean of Instructional Planning	X	Beth Penney, Basic Skills
X	Hochstaedter, Alfred, Academic Senate		Tom Rebold, Business and Technology
X	He Seon Ihn, Articulation Officer	X	Rachael Whitworth, Social Science
X	Lynn Iwamoto, Physical Sciences		Vacant, ESL
X	LaRon Johnson, Student Services		Vacant, Physical Education

Meeting Chaired by: Gamble Madsen

Notes Submitted by: Gamble Madsen

Agenda Item	Discussion/Comments	Action
Announcements		
Visitors		
Approval of Minutes for March 16, 2016	Corrections noted: Motion tabled (draft of minutes not available as of April 13 th)	Motion to approve: Laura L. Seconded: Lynn CAC Committee: Aye
Approval of April 13, 2016 Agenda		Motion to approve: Beth Seconded: Rachel CAC Committee: Aye
Discussion Agenda	<ul style="list-style-type: none"> • Status of CurricUNET handbook <ul style="list-style-type: none"> ○ Beth is working on the revision, and has requested assistance regarding the Program section (course blocks). Beth will consult with Michael G. • Enrollment management: determining class size maximums <ul style="list-style-type: none"> ○ Identification of three general class types: Lecture, Lab, 	

	and Studio (Michael). Conversations needed with Divisions and Departments regarding pedagogy and types of activities in order to determine appropriate limits (Michael). Class size limits are not currently listed on a COR, but should be (Laura F.); some form of standardization is needed. MPC ideal average class size is 35, with adjustments noted for class type and state institutional requirements (e.g. Board of Nursing). Fred provided a sample of a pedagogically-based spreadsheet for determining class size(s). Additional input forthcoming as CBT meets with AAAG (April 29 th).	
Consent Agenda	Deletions (effective Fall 2016): BUSI 32, BUSI 53, FIRE 212, FPTC 115B, FPTC 115C, FPTC 115D, FPTC 116, FPTC 120A, FPTC 120B, FPTC 120C, FPTC 120D, FPTC 120E, FPTC 121A, FPTC 121B, FPTC 122A, FPTC 122B, FPTC 122C, FPTC 123A, FPTC 123B, FPTC 123C, FPTC 125A, FPTC 125B, FPTC 125C, FPTC 125D, HLTH 205, ORNH 200.10	Motion to approve: Bill Seconded: Laura L. CAC Committee: Aye
Approved:		
COOP 92	General Cooperative Work Experience is being revised to expand the range of units available (0.5 – 4) and to update the wording of the objectives and student learning outcomes.	Motion to approve: Lynn Seconded: Beth CAC Committee: Aye
ETNC 10	Introduction to Ethnic Studies is being revised to update the course title and lecture content to accord with the TMC/C-ID. Kim: existing course is DE Online only – changed to DE Online and Hybrid. Course description also changed to include: “portions of this class may be offered online.”	Motion to approve: LaRon Seconded: Bill Motion to approve DE: Bill Seconded: Rachel CAC Committee: Aye
Tabled:		
GWOS 2 (Leadership and Community Development) Course description changed to match MoE (DE Online and Hybrid)		Reason: Reviewers’ comments regarding objectives

DE form changed (DE Online and Hybrid)

Course may not be included in the 2016-2017 catalog, as deadline has passed (March 1st).

and outcomes as well as textbook edition have not been addressed. Inclusion of Area E2 GEO is not appropriate, as course is yet to be approved for this area.

Next meeting: April 20, 2016

Location: BMC 206