

**Curriculum Advisory Committee
Meeting minutes: MPC.EDU**

DATE: October 19, 2016 LOCATION: BMC 206 @ 3:00-5:00pm

Attendees:

✓	Richard Abend, Humanities		Laura Loop, Nursing
✓	Catherine Webb, Library	✓	Gamble Madsen, Chairperson/Creative Arts
	Vacant, Life Science		Laura Patterson, CurricUNET Specialist
✓	Michael Gilmartin, Dean of Instructional Planning	✓	Beth Penney, Basic Skills
✓	Laura Franklin, Dean of Instruction	✓	Jon Knolle, Dean of Instruction
	He Seon Ihn, Articulation Officer	✓	Fred Hochstaedter, Academic Senate
✓	Lynn Iwamoto, Physical Sciences		Tom Rebold, Business and Technology
✓	LaRon Johnson, Student Services	✓	Rachel Whitworth, Social Sciences
✓	Kim Kingswold, Curriculum/Catalog Technician		Adrian Ellaga, Student Representative
	Vacant, ESL		Vacant, Physical Education
✓	Jill Ostrie, CurricUNET		Kiran Kamath, Vice President of Academic Affairs

Meeting Chaired by: Gamble Madsen

Notes Submitted by: Jill Ostrie/Gamble Madsen/Kim Kingswold

Agenda Item	Discussion / Comments	Action
Announcements	Public Comments (Agenda item III.) Read by Gamble Madsen	
Comments from Visitors		
Visitors Present	John Anderson (MUSI), Cindy Singletary (FASH), Lyndon Schutzler (PHED)	
Approval of October 19, 2016 Agenda	Corrections noted: BRCT 2 replaces BRCE 2	Motion to approve: Lynn Iwamoto Seconded: Rachel Whitworth CAC Committee Voted: Aye
Approval of October 12, 2016 Minutes	Corrections noted: Correction for CSIS 76A - replace A2 with GEO E2	Motion to approve: Fred Hochstaedter Seconded: Catherine Webb CAC Committee Voted: Aye

<p>Consent Agenda</p>	<p><i>Deletions: Effective Fall 2016 (none)</i> <i>Deletions: Effective Fall 2017 (none)</i> <i>Technician Corrections (none)</i> <i>Minor Corrections (none)</i> Non-Substantial Changes (Effective for Fall 2017 except for PSYC 40 which will be effective Spring 2017 according to MG)</p> <p>ARTV 2/BRCT 2: Change title to “Survey of Radio and Television”</p> <p>PSYC 40: Revision of SLOs by Adrienne Kotecki – Spring 2017</p> <p>SPCH 3: Adjusted Requisites & Advisories page in consultation with Diane Boynton (Prerequisite: ENGL 111 or Prerequisite: ENSL 110 and Course Advisory: ENSL 155)</p> <p>Change title of SOCI 40: Introduction to Marriage and Family Life to SOCI 40: Sociology of Marriages and Families (per Anthony Villarreal)</p> <p><i>Urgent (none)</i></p>	<p>Motion to approve: Fred Hochstaedter Seconded: LaRon Johnson</p> <p>CAC Committee Voted: Aye</p>
<p>Discussion Agenda</p>	<p>Proposal approval methodology (through the end of Fall 2016)</p> <p>Michael wants to look at courses with minimal changes to get through approval process sooner. We would have to agree what “minimal” changes would entail. Next deadline is March and the state is changing the curriculum inventory system in December. We need to try to get as much through the system as quickly as possible.</p> <p>Gamble agrees with this and just wants everyone aware of the issue(s).</p> <p>Several courses are waiting for approval at the Dean level.</p>	

<p>Discussion Agenda</p>	<p>Dental Assisting Certificate; change course requirements to include ENSL 110?</p> <p>Gamble mentioned that a faculty member told her that an ENSL student wanted to take this program but had taken ENSL 110 and not ENGL 111. CAC Committee agreed that they could change the DNTL program to ENGL 111 or ENSL 110 - (and this could possibly apply to other programs as well?)</p>	
<p>Discussion Agenda</p>	<p>ASCCC regional meeting at Woodland; CAC member participation?</p> <p>Meeting at Woodland on 10/28/16 to discuss “Is your college challenged by Equivalency?” This was brought up in case anyone wants to go. Michael mentioned a few people are going and 2 additional people from HR. No one from CAC is planning to attend.</p> <p>Fred Hochstaedter: On Nov 10, the President and one of the officers from Academic Senate for Community Colleges will be visiting MPC (we may see this as an alternate opportunity to discuss equivalency issues).</p>	
<p>DNTL 103 (Course Revision)</p> <p>For Fall 2017</p>	<p>Radiography for Dental Assistants</p> <p>This course made it through technical review. Originator noted that course needed more lab hours for the students to practice their techniques for Manikin x-ray before they begin taking x-rays on live patients. Will be teaching safety and hazards of radiation during the lab portion. Gamble also mentioned we may want to include schedule description in the catalog.</p> <p>LaRon Johnson: It may be an issue that these courses can be ½ a semester (including prerequisites).</p>	<p>Motion to approve: Lynn Iwamoto Seconded: Rachel Whitworth CAC Committee Voted: Aye</p> <p>Changed Pre/Co-reqs Motion to approve: LaRon Johnson Seconded: Lynn Iwamoto CAC Committee Voted: Aye</p>

<p>MUSI 10A (Course Revision)</p> <p>For Fall 2017</p> <p>(TABLED)</p>	<p>Music Theory and Musicianship I</p> <p>John Anderson wanted to align the hours so one of the lecture hours would become a lab hour.</p> <p>Gamble pushed this course past Tech Review. This course is at Kiran's level now.</p> <p>One issue is the Reading and Writing assignments are the same text and may need to be updated.</p> <p>Fred Hochstaedter: The objectives are great. John Anderson: The SLOs may need a review. May want to take back to Division level but perhaps not now.</p> <p>Kim Kingswold: MOE is there for MUSI 10A but not for others MUSI 10B, C, and D. John Anderson will take care of this. We need this for state approval.</p> <p>Will Table MUSI 10A-D for now and John will bring back when ready.</p>	<p>TABLED</p>
<p>MUSI 10B (Course Revision)</p> <p>For Fall 2017</p> <p>(TABLED)</p>	<p>Music Theory and Musicianship II</p> <p>Gamble Madsen: Course at Tech Review level.</p> <p>Michael Gilmartin: Let's go through review now.</p> <p>We discussed if this course should be lecture/lab and add studio? We decided to leave off studio.</p> <p>Reading and Writing assignments are the same and should be updated.</p>	<p>TABLED</p>

MUSI 10C (Course Revision) For Fall 2017 (TABLED)	Music Theory and Musicianship III Same as MUSI 10B	TABLED
MUSI 10D (Course Revision) For Fall 2017 (TABLED)	Music Theory and Musicianship IV Same as MUSI 10B	TABLED
FASH (<u>Program</u> Revision) For Fall 2017	<p>Fashion Design and Merchandising – Associate in Arts</p> <p>Per Michael, we should change to Associate in Science.</p> <p>Cindy Singletary - Reason for the program change: we want 1 Fashion program (instead of 3 programs) since we don't believe students would complete the programs in a reasonable timeframe. So we are making 1 revised program (instead of 3) with 2 new classes to improve the offering.</p> <p>There was discussion about whether the outcome is the same for both the AS and Certificate programs? There was also discussion about whether the programs should be more nested. This can be viewed in CurricUNET by viewing each one in "Course Blocks."</p> <p>Cindy Singletary: Since previous Fashion Design was AA and previous Fashion Merchandising was AS, she wondered if the new version of program should be AA or AS. Michael Gilmartin: Both should be AS. Gamble will adjust this.</p> <p>LaRon Johnson: Asked what is process for deleting old programs. Michael Gilmartin: You would ask for a Program Deletion. Will Gamble need to follow up to have Cindy (or someone) create</p>	<p>Motion to approve: Fred Hochstaedter Seconded: Catherine Webb CAC Committee Voted: Aye</p>

	2 Program Deletions in CurricUNET?	
FASH (<u>Program Revision</u>) For Fall 2017	Fashion Design and Merchandising – Certificate of Achievement Same discussion as above for Fashion Design and Merchandising – The other Associate in Arts program should be Associate in Science	Motion to approve: Fred Hochstaedter Seconded: Catherine Webb CAC Committee Voted: Aye
FREN (<u>New Program</u>) For Fall 2017	French Language – Certificate of Training COTs do not require state approval. Gamble Madsen: We contacted Kelly about Fred Hochstaedter’s comments about SLOs and believe they were addressed. Fred says they are updated and Michael has completed Codes. LaRon Johnson: Is this similar to the Spanish issue? If the student has already taken or tests out of 1A or B can they still get the Certificate of Training? For example, if a student takes 1B and 2A, is the Certificate still awarded? Gamble will ask Kelly (the originator).	Motion to approve: Catherine Webb Seconded: Lynn Iwamoto CAC Committee Voted: Aye
PHED (<u>Program Revision</u>) For Fall 2017	Physical Education Aide – Associate of Science Lyndon Schutzler: The only changes were to add new courses and update the course blocks. Also, we removed previously deleted courses. Comments already addressed. Michael Gilmartin: We will have to fix units in course block (Jill and Michael will address). We also need to update the reason for revising – Lyndon will take care of this.	Motion to approve: Richard Abend Seconded: Rachel Whitworth CAC Committee Voted: Aye

	Next meeting: November 2, 2016 Location: BMC 206	
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