

**Curriculum Advisory Committee
Meeting minutes**

DATE: October 03, 2018 LOCATION: BMC 206 @ 3:30 pm – 5:00 pm

Attendees:

	Richard Abend, ESL → voting member	X	Laura Loop, Nursing → voting member
X	Judy Cutting, Dean of Instruction - CTE	X	Gamble Madsen, Chairperson/Creative Arts → voting member
X	Keith Eubanks – Humanities → voting member	X	Laura Patterson, CurricUNET Specialist
X	Fred Hochstaedter, Academic Senate → voting member	X	Beth Penney, Basic Skills→ voting member
X	He Seon Ihn, Articulation Officer → voting member	X	David Seagal, Business and Technology/CSIS → voting member
	Mashal Imtiaz → voting member	X	Rachel Whitworth, Social Sciences
X	Lynn Iwamoto, Physical Sciences → voting member		Cathryn Wilkinson, Dean of Instruction – Liberal Arts
X	LaRon Johnson, Counseling/Student Services → voting member	X	Vincent Van Joolen, Dean of Instruction - STEM
	Kiran Kamath, Vice President of Academic Affairs		Vacant, Library
X	Kim Kingswold, Curriculum/Catalog Technician		Vacant, Life Science
X	Jon Knolle, Dean of Instruction – Library, Learning Resources, & Online Ed		Vacant, Physical Education

Meeting Chaired by: Gamble Madsen

Notes Submitted by: Laura Patterson

Agenda Item	Action
Call to Order Time: 3:35 pm – 4:45 pm	
Announcements <ul style="list-style-type: none"> – Public Comments read by Gamble (See Agenda item III) – Annual Credit Course and Program Certification – RFP sent out – vendors to contact VP David Martin – Beth recommends that the AB705 English discussion be added to a future agenda <ul style="list-style-type: none"> ● Potential English department AB 705 suggestions: <ul style="list-style-type: none"> ▪ course advisory ENGL 1A 	

	<ul style="list-style-type: none"> ▪ course advisory completion of ENGL 1A • CAC suggests that the English department create the final language in regards to what CAC sends out to the faculty • CAC suggests that the OAA determines what message to send out to the faculty on how to apply the English department's recommendation to the courses that will be affected 	
Visitors		
Approval of October 03, 2018 Agenda	Corrections noted: none	Motion to approve: Rachel Seconded: Keith CAC Committee Voted: Aye
Approval of September 19, 2018 Minutes	Corrections noted: none	Motion to approve: Beth Seconded: Rachel CAC Committee Voted: Aye
Consent Agenda Lynn; gamble		
<p>Motion to change consent agenda to table GWOS 2 and HOSP 65: Laura L. Seconded: Lynn CAC Committee Vote: Aye</p> <p>➤ GWOS 2 and HOSP 65 are part of existing programs since the courses are being deleted/archived the programs need to be revised to reflect these deletions. Also, the programs need to be submitted into the approval process after the courses are removed.</p> <p><i>Non-substantial changes (effective fall 2019)</i></p> <ul style="list-style-type: none"> - Firefighter I Academy - Certificate of Achievement (New Program approved 7/31/2014): Change Certificate title to Basic Firefighter I Academy (also update reason for proposing/revising) - MATH 260 (Revision approved 9/12/2018): Addition of Non-Course Advisory to existing proposal - 		<p>Motion to approve: Gamble Seconded: Laura L. CAC Committee Voted: Aye</p>

<p>"Most students should enroll directly into transfer level math courses. Students are strongly encouraged to see a counselor before enrolling in this course" (also update reason for proposing/revising) –tabled. Lynn will take it back to the Math department to see what the faculty would want for the wording</p> <p><i>Deletions (effective fall 2019)</i></p> <ul style="list-style-type: none"> – GWOS 7 – HOSP 67 – LETP 140, 230.15, 231.26, 233.3, 233.4, 260 – MATH 261A, 261B 		
Action Agenda		
CHEM 1B (revision)	<i>General Chemistry II</i> is being revised to update the schedule description, SLOs, objectives, and textbook	<p>Motion to approve: Lynn Seconded: Gamble CAC Committee Voted: Aye</p> <p>Motion to approve prerequisites: Rachel Seconded: Gamble CAC Committee Voted: Aye</p>
CHEM 10 (DE revision)	<i>Everyday Chemistry</i> is being revised to update the descriptions, objectives, class assignments, and textbooks, and to combine the lecture and lab aspects of the course	<p>Motion to approve: Lynn Seconded: Keith CAC Committee Voted: Aye</p> <p>Motion to approve DE component: Rachel Seconded: Gamble CAC Committee Voted: Aye</p>
HLTH 7 (DE revision)	<i>Women's Health</i> is being revised to update the title, descriptions, objectives, lecture content, requisites/advisories, class assignments, textbook, and methods of evaluation, add a DE component, and to remove cross listing of GWOS 7	<p>Motion to approve: Fred Seconded: Gamble CAC Committee Voted: Aye</p> <p>Motion to approve DE</p>

		component: Lynn Seconded: Laura L CAC Committee Voted: Aye
MATH 13 (revision)	<i>Pre-Calculus</i> is being brought back to CAC to update the requisites/advisories	Motion to approve prerequisites: Lynn Seconded: LaRon CAC Committee Voted: Aye
Discussion Agenda		
<ul style="list-style-type: none"> - Associate Degree Types/Goals and General Education Patterns; possibility of allowing students to use any GE pattern (local, IGETC, CSU) with local degrees <ul style="list-style-type: none"> o MPC no longer has transfer prep programs o Local degrees only have MPC GE which does not set a student up for transfer o Some community colleges allow students to choose any GE option o STEM IGETC is 4th GE option o Dean Knolle suggests that CAC members discuss with their division about adding all GE options to local degrees - Local degree discussion to be continued... 		
<p>Next meeting: October 10, 2018 Location: BMC 206</p>		