

## Curriculum Advisory Committee Meeting minutes

<b>DATE: April 10, 2019 LOCATION: BMC 201 @ 3:30 pm – 5:00 pm</b>			
<b>Attendees:</b>			
	Richard Abend, ESL → voting member	x	Laura Loop, Nursing → voting member
x	Judy Cutting, Dean of Instruction - CTE	x	Vanessa Lord, Life Science → voting member
x	Keith Eubanks – Humanities → voting member	x	Gamble Madsen, Chairperson/Creative Arts → voting member
	Fred Hochstaedter, Academic Senate → voting member		Laura Patterson, CurricUNET Specialist
x	He Seon Ihn, Articulation Officer → voting member	x	Beth Penney, Basic Skills→ voting member
	Mashal Imtiaz → voting member	x	David Seagal, Business and Technology/CSIS → voting member
	Lynn Iwamoto, Physical Sciences → voting member		Rachel Whitworth, Social Sciences → voting member
x	LaRon Johnson, Counseling/Student Services → voting member		Cathryn Wilkinson, Dean of Instruction – Liberal Arts
	Kiran Kamath, Vice President of Academic Affairs		Vincent Van Joolen, Dean of Instruction - STEM
x	Kim Kingswold, Curriculum/Catalog Technician		Vacant, Library
	Jon Knolle, Dean of Instruction – Library, Learning Resources, & Online Ed		Vacant, Physical Education

Meeting Chaired by: Gamble Madsen

Notes Submitted by: John Skellenger

<b>Agenda Item</b>		<b>Action</b>
<b>Call to Order</b>	3:42 pm	
<b>Announcements</b>		
<b>Visitors</b>	Libby Flores	
<b>Approval of April 10, 2019 Agenda</b>		Motion to approve: Keith Seconded: Laura Opposed: 0 CAC Committee Voted: Aye, unanimous

<b>Consent Agenda</b>		
<p><i>Non-substantial changes (effective Fall 2019)</i></p> <ul style="list-style-type: none"> <li>• HLTH 5 (First Aid and CPR): Removal of \$10 materials fee</li> <li>• Rescind deletions of ORNH 66 and ORNH 72 (approved for deletion on 10/10/2018 and 11/07/2018)</li> </ul>		<p>Motion to approve Consent Agenda: Keith  Seconded: LaRon  CAC Committee Voted: Aye, unanimous</p>
<b>Action Agenda</b>		
No Action Items.		
<b>Discussion Agenda</b>		
<p>LETP course revision proposals:</p> <ul style="list-style-type: none"> <li>● LETP 132: Organizational Leadership <ul style="list-style-type: none"> <li>○ Unit/Hours discussion, the hours add up to be minimum 1 unit, not .5 unit.</li> <li>○ Libby will edit the number of hours to fit her .5 - 4 unit range. The changes are because of MPC's 17 week term.</li> </ul> </li> <li>● LETP 144A: P.O.S.T. Intensive Basic Academy I <ul style="list-style-type: none"> <li>○ Reviewed</li> </ul> </li> <li>● LETP 144B: P.O.S.T. Intensive Basic Academy II <ul style="list-style-type: none"> <li>○ Objective should be more like 144A. Keith suggested moving objective 1 to an outcome and put the existing outcomes as objectives.</li> </ul> </li> <li>● LETP 145A: P.O.S.T. Basic Academy III <ul style="list-style-type: none"> <li>○ Units/Hours, needs to be 4 not 4.5. Hours need to be adjusted.</li> <li>○ Clarified the pre-req (ID and records)</li> </ul> </li> <li>● LETP 180: Citizens' Academy <ul style="list-style-type: none"> <li>○ Outcomes discussion regarding the broad outcome and how it applies to the job, and can be assessed.</li> </ul> </li> <li>● LETP 230: Advanced Officer Course <ul style="list-style-type: none"> <li>○ Objective 1 is broad and may work as an Outcome. It is Libby's choice if it will be updated.</li> </ul> </li> <li>● LETP 231.95: Officer Safety – Field Tactics</li> </ul>		

<ul style="list-style-type: none"> <li>○ Reviewed</li> <li>● LETP 232.4: Advanced Peace Officer Training: S.W.A.T. Update <ul style="list-style-type: none"> <li>○ Reviewed</li> </ul> </li> <li>● LETP 233.8: Defensive Tactics Instructor Update <ul style="list-style-type: none"> <li>○ Objective should be split into multiple entries; correct spelling of “theories;” edits made during meeting</li> </ul> </li> <li>● LETP 233.10: Tactical Operation Dispatcher <ul style="list-style-type: none"> <li>○ Reviewed</li> </ul> </li> <li>● LETP 240.25: Supervisory Update <ul style="list-style-type: none"> <li>○ Units/Hours adjustment, reduction in lecture and homework hours to calculate to 1.5 max.</li> </ul> </li> <li>● LETP 245: Field Training Program <ul style="list-style-type: none"> <li>○ Discussion on Reason for Proposal section/title 5 comment. Judy will provide Libby information on Coop.</li> </ul> </li> <li>● LETP 254: Dispatch Field Training Program <ul style="list-style-type: none"> <li>○ Discussion on Reason for Proposal section - further information on Coop.</li> <li>○ Outcomes - 7 outcomes, this may be a lot of work. Some of these could be moved to objectives, creating one broad outcome.</li> </ul> </li> </ul>	
<p>CAC Flex Day presentation (Fall 2019; August 14)</p> <p>The CAC has been invited to make a presentation at Fall Flex Days. If you don't want to be a part of this, please advise Gamble. It is a good opportunity to answer our colleagues questions. Keep in mind, a new curriculum system is coming. The presentation would be more about the process and what occurs. Conversation can include things like the impact of AB 705 and increased awareness of assessment and curriculum.</p>	
<p>Revision to curriculum approval process. Handouts given for review.</p> <p><a href="#">Draft - Course Review/Approval Process</a>  <a href="#">Draft - Program Revision Review/Approval Process</a></p>	
<p><b>Next CAC Meeting:  April 17, 2019, 3:30 pm – 5:00 pm</b></p>	