

Curriculum Advisory Committee Meeting Notes

DATE: November 30, 2011		LOCATION: BMC-207	
✓	Richard Abend, ESL	✓	Tom Logan, Social Science
✓	Steven Belding, Student Representative		Laura Loop, Nursing
✓	Bill Easton, Library		Laura Mock, CurricUNET Specialist
✓	Paola Gilbert, Humanities	✓	Beth Penney, Basic Skills
✓	Michael Gilmartin, Administration	✓	Tom Rebold, Business and Technology
✓	Elizabeth Harrington, Articulation Officer		Vacant, Academic Senate
✓	He Seon Ihn, Curriculum/Scheduling/Catalog Technician		Vacant, Creative Arts
✓	Lynn Iwamoto, Chairperson/Physical Science		Vacant, Life Science
✓	LaRon Johnson, Student Services		Vacant, Physical Education

Meeting Chaired by: Lynn Iwamoto

Notes Submitted by: Elizabeth Harrington

Agenda Item	Discussion / Comments	Action
Announcements	No announcements.	No announcements.
Comments from Visitors	No visitors present.	No visitors' comments.
Approval of Minutes: 11/16/11	No corrections noted.	Motion to approve: Paola Seconded: LaRon Motion approved.
Discussion Agenda	There are no Discussion Agenda items.	There are no Discussion Agenda items.
Consent Agenda	There are no Consent Agenda items.	There are no Consent Agenda items.

<p>CHDV 52</p>	<p>CHDV 52 (<i>Field Teaching Experience</i>) is being revised to add a prerequisite of CHDV 2 (<i>Observation and Assessment</i>). This is being done in order to align with both the AS and AS-T degree program requirements.</p> <p>No corrections noted.</p>	<p>Motion to approve: Richard</p> <p>Seconded: Steven</p> <p>Motion approved.</p>
<p>CHDV 55</p>	<p>CHDV 55 (<i>Child, Family, and Community</i>) is being revised to add the option of online delivery. The department is also seeking to add MPC GE Area D qualification for this course. The committee questioned the English Basic Skills Advisory. The existing catalog show an advisory of Eligibility for ENGL 1A. The course outline submitted for review has a Basic Skills Advisory of Eligibility for ENGL 111 and 112 or ENSL 110 and 155. The committee felt that an advisory of Eligibility for ENGL 1A is more appropriate given the reading and writing requirements. Lynn will contact Mary Johnson regarding the English Basic Skills Advisory.</p> <p>Corrections noted: Requisites, change Basic Skills Advisory if necessary. Distance Education Form, Item II.A.2, Methods of Instruction, Surveys, replace “be use to” with “be used to”; Item II.B.2, Methods of Communication, Chats, replace “student’s” with “students”; Methods of Communication, Email/Announcements, replace “student” with “students”; Methods of Communication Item #4, replace “Instructor’s café” with “Instructor’s Café”; and, Methods of Communication Item #6, replace “Course information” with “course information”.</p>	<p>Motion to approve with corrections and pending clarification of the English Basic Skills Advisory: Richard</p> <p>Seconded: Bill</p> <p>Motion approved.</p> <hr/> <p>Motion to approve as distance education course with corrections: Bill</p> <p>Seconded: Paola</p> <p>Motion approved.</p>
<p>CHDV 56</p>	<p>CHDV 56 (<i>Child, Family, and Community</i>) is being revised to add the option of online delivery. The department is also seeking to add MPC GE Area D qualification for this course. The current course outline has a Basic Skills Advisory of Eligibility for ENGL 111 and 112 or ENSL 110 and 155. The committee felt that an advisory of Eligibility for ENGL 1A is more appropriate given the reading and writing requirements. It was unclear to the committee whether Lecture Content Item II(C) was intended to be two separate items. Lynn will contact Mary Johnson regarding the English Basic Skills Advisory and Lecture Content Item II(C).</p>	<p>Motion to approve with corrections and pending clarification of the English Basic Skills Advisory: Tom R.</p> <p>Seconded: LaRon</p> <p>Motion approved.</p> <hr/> <p>Motion to approve as distance education course with corrections: Tom R.</p> <p>Seconded: Bill</p> <p>Motion approved.</p>

<p>CHDV 56 (continued)</p>	<p>Corrections noted: Catalog Description; add “Also offered online.” Lecture Content, Item II(C), if appropriate correct as needed and renumber subsequent items; Item III(E), create new Item III(F) beginning, “Examination of Culturally and class ...”, and renumber subsequent items as necessary. Distance Education Form, Item II.B.2, Methods of Communication, Chats, replace “student’s” with “students”; Methods of Communication Item #4, replace “Instructor’s café” with “Instructor’s Café”; and, Methods of Communication Item #6, replace “Course information” with “course information”.</p>	
<p>CHDV 61</p>	<p>CHDV 61 (<i>Health, Safety and Nutrition for the Young Child</i>) is being revised to add the option of online delivery. The department is also seeking to add MPC GE Area E1 and CSU GE-Breadth Area E qualification for this course. The committee felt that an advisory of Eligibility for ENGL 1A is more appropriate given the reading and writing requirements. Lynn will contact Mary Johnson regarding the English Basic Skills Advisory.</p> <p>Corrections noted: Catalog Description, add “Also offered online.” Reason for Proposing or Revising, replace “education” with “education. Course Objectives, Objective #1, replace “Demonstrate” with “use” and Objective #2, replace “Understand and implement” with “Implement”. Distance Education Form, Item II.B.2, Methods of Communication, Chats, replace “student’s” with “students”; Methods of Communication, Email/Announcements, replace “student” with “students”; Methods of Communication Item #4, replace “Instructor’s café” with “Instructor’s Café”; and, Methods of Communication Item #6, replace “Course information” with “course information”.</p>	<p>Motion to approve with corrections and pending clarification of the English Basic Skills Advisory: Paola Seconded: Elizabeth</p> <p>Motion approved.</p> <hr/> <p>Motion to approve as distance education course with corrections: Steven Seconded: LaRon</p> <p>Motion approved.</p>
<p>CHDV 80</p>	<p>CHDV 80 (<i>Introduction to Curriculum</i>) is being revised to add the option of online delivery and to align with the CAP. The committee felt that Eligibility for ENGL 1A is a more appropriate advisory given the reading and writing requirements. Lynn will contact Mary Johnson regarding the English Basic Skills Advisory.</p>	<p>Motion to approve with corrections and pending clarification of the English Basic Skills Advisory: LaRon Seconded: Bill</p>

<p>CHDV 80 (continued)</p>	<p>Corrections noted: Catalog Description, add “Also offered online.” Distance Education Form, Item II.A.2, Methods of Instruction, Surveys, replace “be use to” with “be used to”; Item II.B.2, Methods of Communication, Chats, replace “student’s” with “students”; Methods of Communication, Email/Announcements, replace “student” with “students”; Methods of Communication Item #4, replace “Instructor’s café” with “Instructor’s Café”; and, Methods of Communication Item #6, replace “Course information” with “course information”.</p>	<p>Motion approved. <hr/> Motion to approve as distance education course with corrections: Bill Seconded: Paola Motion approved.</p>
<p>Program Revision Engineering Associate in Arts</p>	<p>The Engineering Associate in Arts, Transfer Preparation) Degree is being revised to add ENGR 4 (<i>Engineering Materials</i>) and ENGR 1A (<i>Introduction to Engineering</i>). No corrections noted.</p>	<p>Motion to approve: Richard Seconded: Steven Motion approved.</p>
<p>Next meeting: 3:00 p.m., Dec. 7, 2011 BMC-207</p>		