

## Curriculum Advisory Committee Meeting Notes

DATE: September 7, 2011		LOCATION: BMC-207	
✓	Richard Abend, ESL	✓	Laura Loop, Nursing
	Bill Easton, Library ( <i>proxy to Laura Loop</i> )		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
✓	Tom Logan, Social Science		Vacant, Student Representative

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: 8/31/11	<p>Corrections noted:</p> <p><b>Agenda Item Discussion Agenda</b>, Paragraph #2, Line #2, replace "regulation" with "regulations".</p> <p><b>Agenda Item NURS 52B</b>, Lab Content, Line #3, add close quote (") at the end of the line.</p> <p><b>Agenda Item NURS 52D</b>, Textbooks, Line #3, replace "<i>Prentice Hall</i>" with "<i>FA Davis</i>".</p>	<p>Motion to approve with corrections:</p> <p style="text-align: right;">Tom L.</p> <p>Seconded:     Laura L.</p> <p>Motion approved.</p>
Approval of Agenda	The agenda is amended to add items for the Discussion Agenda.	<p>Motion to approve as amended:</p> <p style="text-align: right;">Richard</p> <p>Seconded:     Beth</p> <p>Motion approved.</p>

<p><b>Discussion Agenda</b></p>	<p><b>Courses rejected by the Chancellor’s Office - Michael Gilmartin</b>  Michael informed the committee that the Chancellor’s Office has rejected four courses submitted by MPC. These courses are CHDV 52, CHDV 102, WRLD 99.6, and WRLD 99.8. The reasons these courses were denied include the need for more justification of the need for, and rigor of, the proposed courses. In considering courses, the committee needs to carefully consider transfer rigor. Additionally, no course should be scheduled before it has approval from the Chancellor’s Office. Michael asked that all committee members refresh themselves on what is meant by transfer rigor.</p> <p><b>Gainful Employment - Michael Gilmartin</b>  Michael informed the committee that the Chancellor’s Office has informed the college that it can submit a spreadsheet listing programs, including gainful employment. Michael will prepare this spreadsheet and it will not need to come to CAC.</p>	
<p><b>Consent Agenda</b></p>	<p><b>Course Submitted to Rescind Stand-Alone approval:</b>  ENSL 110</p> <p><b>Course submitted to add approval as a Stand-Alone Course:</b>  LING 50</p>	<p>Motion to approve Consent Agenda  Elizabeth  Seconded: Paola</p> <p>Motion approved.</p>
<p><b>LETP 232.4</b></p>	<p>LETP 232.4 (<i>Advanced Peace Officer Training: S.W.A.T. Update</i>), a stand-alone course, is being revised to create a variable hour course needed to accommodate training requirements of local law enforcement agencies.</p> <p><b>Corrections noted:</b>  <b>Course Title</b>, delete “16 hours”  <b>Justification for Repeatability</b>, replace “May be repeated periodically for new content, ongoing training or updating” with “POST certified courses can be repeated indefinitely”.  <b>Course Objectives</b>, Objective #1, replace “Develop” with “Use”; Objective #2, replace “Review” with “Employ”; Objective #3, replace “Demonstrate” with “Use”; Objective #5, replace “Demonstrate during training scenarios negotiation strategies” with “Use negotiation strategies during training scenarios”; and, Objective #6, “Demonstrate” with “Use”.</p>	<p>Motion to approve with corrections:  Richard  Seconded: Tom R.  Opposed = 2</p> <p>Motion approved with corrections.</p> <hr/> <p>Motion to approve as stand-alone course:  Richard  Seconded: LaRon  Opposed = 2  Motion approved.</p>

<p><b>MEDA 101</b></p>	<p>MEDA 101 (<i>Ethics, Law and IT Security in the Medical Office</i>) is being revised as part of Program Review. The update includes the addition of current IT security issues and the course is being changed from 2 units to 3 units.</p> <p><b>Corrections noted:</b>  <b>Requisites</b>, change the Basic Skills Advisory from “Eligibility for ENGL 111 and 112 or ENSL 110 and 155” to “Eligibility for ENGL 1A”, and revise the Requisite Analysis as needed.</p>	<p>Motion to approve with corrections:  Tom R.  Seconded: Paola</p> <p>Motion approved with corrections.</p>
<p><b>PFIT 20</b></p>	<p>PFIT 20 (<i>Circuit Training</i>) is being revised as part of Program Review.</p> <p><b>No corrections noted.</b></p>	<p>Motion to approve: Tom L.</p> <p>Seconded: Richard</p> <p>Motion approved.</p>
<p><b>PFIT 30</b></p>	<p>PFIT 30 (<i>Introduction to Triathlon Training</i>) is being revised as part of Program Review. This course was previously tabled in order for Lecture Content to be removed.</p> <p><b>Correction noted:</b>  <b>Repeatable</b>, delete “Maximum Units: 8.00”</p>	<p>Motion to approve with correction:  Paola  Seconded: Tom R.</p> <p>Motion approved with correction.</p>
<p><b>PHED 15A</b></p>	<p>PHED 15A (<i>Volleyball I</i>) is being revised as part of Program Review.</p> <p><b>Corrections noted:</b>  <b>Course Objectives</b>, Objective #3, replace “bump set” with “bump, set”; and, Objective #4, replace “Successful completion of an” with “Successfully complete an”.  <b>Methods of Instruction</b>, delete “Other (Specify)”</p>	<p>Motion to approve with corrections:  Richard  Seconded: Tom R.</p> <p>Motion approved with corrections.</p>
<p><b>PHED 20.1</b></p>	<p>PHED 20.1 (<i>Skill Development for Baseball</i>) is being revised as part of Program Review.</p> <p><b>Correction noted:</b>  <b>Diversity already covered in course content</b>, replace “No” with “Yes”.</p>	<p>Motion to approve with correction:  Tom R.  Seconded: Paola</p> <p>Motion approved with correction.</p>

<p><b>PHED 20.2</b></p>	<p>PHED 20.2 (<i>Skill Development for Basketball -- Men</i>) is being revised as part of Program Review.</p> <p><b>Corrections noted:</b>  <b>Course Objectives</b>, Objective #1, replace “various’ with “offensive and defensive basketball”.</p>	<p>Motion to approve with correction:  Richard  Seconded: Tom R.</p> <p>Motion approved with correction.</p>
<p><b>Next meeting:</b> 3:00 p.m., Sept. 21, 2011 BMC-207</p>		