

## Curriculum Advisory Committee Meeting Notes

<b>DATE: April 14, 2010 LOCATION: LTC 232</b>		
✓	Richard Abend, ESL	Beth Penney, Basic Skills
✓	Bill Easton, Library	Tom Rebold, Business and Technology
✓	Paola Gilbert, Humanities	Vacant, Academic Senate
✓	Michael Gilmartin, Administration	Vacant, Creative Arts
✓	Elizabeth Harrington, Articulation Officer	Vacant, Life Science
✓	Lynn Iwamoto, Chairperson/Physical Science	Vacant, Nursing
✓	LaRon Johnson, Student Services	Vacant, Physical Education
✓	Tom Logan, Social Science	Vacant, Student Representative
✓	Laura Mock, CurricUNET Specialist	

Meeting Chaired by: Lynn Iwamoto

Notes Submitted by: Elizabeth Harrington

<b>Agenda Item</b>	<b>Discussion / Comments</b>	<b>Action</b>
Approval of Notes: 4/7/10	Correction noted. Agenda Item <i>Approval of Notes</i> , Line #5, replace “.” with “,”.	Motion to approve with correction: Richard Seconded: Tom L.  Abstain = 1  Motion approved with correction.
<b>Consent Agenda</b>  <b>ENGL 20</b>	The course listed on the Consent Agenda is proposed for deletion.	Motion to approve Consent Agenda: Paola Seconded: Bill  Motion approved.
<b>COOP Plan</b>	The COOP plan has been developed to bring the COOP Program up-to-date. Among other things, the information it provides includes Workers' Compensation issues and working outside of the District. The COOP Plan must go to the MPC Board for review and then be submitted to the state for approval.	Motion to forward the COOP Plan to the Board: Richard  Seconded: Bill  Motion approved.

<b>BUSI 24</b>	<p>BUSI 24 (<i>Business Issues and Ethics</i>) is being revised to rescind the previously approved Basic Skills Advisory of ENGL 1A, replacing it with ENGL 111 and 112 or ENSL 110 and 155. This change is being made at the instructor's preference.</p> <p><b>Corrections noted:</b>  <b>Course Revision Form</b>, Item B4, add checkmark; Item C, Change from, add "4. ENGL 1A"; Item C, Change to, add "4. ENGL 111 and 112 or ENSL 110 and 155"; and, Item D, add "Basic Skills Advisory changed at the instructor's preference."  <b>Course Outline</b>, Item #3, Line #1, replace "English" with "ENGL"</p>	<p>Motion to rescind previously approved Basic Skills Advisory of ENGL 1A:  Richard  Seconded: Elizabeth</p> <p>Motion approved.</p>
<b>BUSI 30</b>	<p>BUSI 30 (<i>Global Management</i>) is being revised to rescind the previously approved Basic Skills Advisory of ENGL 1A, replacing it with ENGL 111 and 112 or ENSL 110 and 155. This change is being made at the instructor's preference.</p> <p><b>Corrections noted:</b>  <b>Course Revision Form</b>, Item B4, add checkmark; Item C, Change from, add "4. ENGL 1A"; Item C, Change to, add "4. ENGL 111 and 112 or ENSL 110 and 155"; and, Item D, add "Basic Skills Advisory changed at the instructor's preference."</p>	<p>Motion to rescind previously approved Basic Skills Advisory of ENGL 1A:  Tom L.  Seconded: Richard</p> <p>Motion approved.</p>
<b>BUSI 32</b>	<p>BUSI 32 (<i>Introduction to Importing/Exporting</i>) is being revised to rescind the previously approved Basic Skills Advisory of ENGL 1A, replacing it with ENGL 111 and 112 or ENSL 110 and 155. This change is being made at the instructor's preference.</p> <p><b>Corrections noted:</b>  <b>Course Revision Form</b>, Item B4, add checkmark; Item C, Change from, add "4. ENGL 1A"; Item C, Change to, add "4. ENGL 111 and 112 or ENSL 110 and 155"; and, Item D, add "Basic Skills Advisory changed at the instructor's preference."  <b>Course Data Sheet</b>, Item #8 (55), delete "X"</p>	<p>Motion to rescind previously approved Basic Skills Advisory of ENGL 1A:  Paola  Seconded: Bill</p> <p>Motion approved.</p>
<b>BUSI 36</b>	<p>BUSI 36 (<i>Introduction to International Marketing</i>) is being revised to rescind the previously approved Basic Skills Advisory of ENGL 1A, replacing it with ENGL 111 and 112 or ENSL 110 and 155. This change is being made at the instructor's preference.</p>	<p>Motion to rescind previously approved Basic Skills Advisory of ENGL 1A:  Bill  Seconded: LaRon</p>

<b>BUSI 36 (continued)</b>	<p><b>Corrections noted:</b>  <b>Course Revision Form</b>, Item B4, add checkmark; Item C, Change from, add “4. ENGL 1A”; Item C, Change to, add “4. ENGL 111 and 112 or ENSL 110 and 155”; and, Item D, add “Basic Skills Advisory changed at the instructor’s preference.”  <b>Course Data Sheet</b>, Item #4, add checkmark to the Certificate “Required” box.</p>	<p>Motion approved.</p>
<b>BUSI 38</b>	<p>BUSI 38 (<i>Multiculturalism in Corporate America</i>) is being revised to rescind the previously approved Basic Skills Advisory of ENGL 1A, replacing it with ENGL 111 and 112 or ENSL 110 and 155. This change is being made at the instructor’s preference.</p> <p><b>Corrections noted:</b>  <b>Course Revision Form</b>, Item B4, add checkmark; Item C, Change from, add “4. ENGL 1A”; Item C, Change to, add “4. ENGL 111 and 112 or ENSL 110 and 155”; and, Item D, add “Basic Skills Advisory changed at the instructor’s preference.”  <b>Course Data Sheet</b>, Item #4, add checkmark to the Certificate “Elective” box.  <b>Course Outline</b>, Item #3, Line #1, insert line break between “155” and “An”.</p>	<p>Motion to rescind previously approved Basic Skills Advisory of ENGL 1A:  LaRon  Seconded: Richard</p> <p>Motion approved.</p>
<b>WRLD 99.6</b>	<p>Consideration of WRLD 99.6 (<i>New York to Newport: America in the Gilded Age</i>), a new course, has been postponed at the request of the department.</p>	<p>Tabled</p>
<b>WRLD 401</b>	<p>WRLD 401 (<i>Prehistory And Earliest Civilizations (to 1200 BCE)</i>) is a new non-credit course for the older adult student which focuses on family community and global issues relating to the older adult student through the study of culture and history from prehistory to the earliest civilizations.</p> <p><b>Corrections noted on All Field Report:</b>  <b>Catalog Description</b>, Line #3, replace “that will enable” with “that enable”.  <b>Reason for Proposing or Revising</b>, Line #1, replace “A similar course, GENT 401 exists, but we are trying to make” with “We are making”, and Line #3, replace “focusses” with “focuses”.  <b>Will replace Existing Course</b>, replace “Yes” with “No”.</p>	<p>Motion to approve with corrections:  Tom L.  Seconded: Paola</p> <p>Motion approved with corrections.</p>

<p><b>WRLD 401 (continued)</b></p>	<p><b>Objectives</b>, Objective #4, replace “and literature.” with “literature and attitudes to older adults.”</p> <p><b>Lecture Content</b>, Item #3, replace “issues that will interest” with “issues that interest”.</p> <p><b>Other Out-of-class Assignments</b>, replace “None” with “Reading assigned textbook”, replace the second “None” with “Writing journal entries.”</p> <p><b>Textbook</b>, add textbook information (to be provided by Tom Logan).</p> <p><b>Additional assessment information</b>, Line #3 and #4, replace “will comprise” with “comprises”, Line #4, replace “objectives will be discussed” with “objectives are discussed”, Lines #4-#5, replace “can attempt to integrate” with “can integrate”, and Line #5, replace “material with the” with “material to achieve”.</p> <p><b>Diversity Issues</b>, Line #1, replace “will help the” with “enables”, Line #2, delete “better”.</p> <p><b>CBO4 course Credit Status</b>, replace “D - Credit – Degree Applicable” with “N – Non Credit”.</p>	
<p><b>WRLD 402</b></p>	<p>WRLD 402 (<i>Foundations of the Classical World (1200 -500 BCE)</i>) is a new non-credit course for the older adult student which focuses on family community and global issues relating to the older adult student through the study of culture and history.</p> <p><b>Corrections noted on All Field Report:</b></p> <p><b>Catalog Description</b>, Line #3, replace “that will enable” with “that enable”.</p> <p><b>Reason for Proposing or Revising</b>, Line #1, replace “A similar course, GENT 402 exists, but we are trying to make” with “We are making”, and Line #3, replace “focusses” with “focuses”.</p> <p><b>Will replace Existing Course</b>, replace “Yes” with “No”.</p> <p><b>Objectives</b>, Objective #1, replace roles of men” with “roles of older men”, and Objective #2, replace “and literature” with “literature and attitudes to older adults”.</p> <p><b>Lecture Content</b>, Item #3, replace “issues that will interest” with “issues that interest”.</p> <p><b>Other Out-of-class Assignments</b>, replace “None” with “Reading assigned textbook”, replace the second “None” with “Writing journal</p>	<p>Motion to approve with corrections: Richard</p> <p>Seconded: Paola</p> <p>Motion approved with corrections.</p>

<p><b>WRLD 402 (continued)</b></p>	<p>entries.”  <b>Textbook</b>, add textbook information (to be provided by Tom Logan).  <b>Additional assessment information</b>, Line #3, replace “will comprise” with “comprises”, Line #4, replace “objectives will be discussed” with “objectives are discussed”, Lines #4-#5, replace “can attempt to integrate” with “can integrate”, and Line #5, replace “material with the” with “material to achieve”.  <b>Diversity Issues</b>, Line #1, replace “will help the” with “enables”, Line #2, delete “better”.  <b>CBO4 course Credit Status</b>, replace “D - Credit – Degree Applicable” with “N – Non Credit”.</p>	
<p><b>WRLD 403</b></p>	<p>WRLD 403 (<i>The Golden Age of Greece (500-300BCE)</i>) is a new non-credit course for the older adult student which focuses on family community and global issues relating to the older adult student through the study of culture and history.</p> <p><b>Corrections noted on All Field Report:</b>  <b>Catalog Description</b>, Line #3, replace “religion will be” with “religion are”, and replace “that will enable” with “that enable”.  <b>Reason for Proposing or Revising</b>, Line #1, replace “A similar course, GENT 403 exists, but we are trying to make” with “We are making”, and Line #3, replace “focusses” with “focuses”.  <b>Will replace Existing Course</b>, replace “Yes” with “No”.  <b>Objectives</b>, Objective #1, replace roles of men” with “roles of older men”, and Objective #2, replace “and literature” with “literature and attitudes to older adults”.  <b>Lecture Content</b>, Item #3, replace “issues that will interest” with “issues that interest”.  <b>Other Out-of-class Assignments</b>, replace “None” with “Reading assigned textbook”, replace the second “None” with “Writing journal entries.”  <b>Textbook</b>, add textbook information (to be provided by Tom Logan).  <b>Additional assessment information</b>, Line #3, replace “will comprise” with “comprises”, Line #4, replace “objectives will be discussed” with “objectives are discussed”, Lines #4-#5, replace “can attempt to integrate” with “can integrate”, and Line #5, replace “material with the” with “material to achieve”.</p>	<p>Motion to approve with corrections:  Richard  Seconded: Bill</p> <p>Motion approved with corrections.</p>

<p><b>WRLD 403 (continued)</b></p>	<p><b>Diversity Issues</b>, Line #1, replace “will help the” with “enables”, Line #2, delete “better”.  <b>CBO4 course Credit Status</b>, replace “D - Credit – Degree Applicable”. with “N – Non Credit”.</p>	
<p><b>WRLD 404B</b></p>	<p>WRLD 404B (<i>The Roman Empire (14-600 CE)</i>) is a new non-credit course for the older adult student which focuses on family community and global issues relating to the older adult student through the study of culture and history.</p> <p><b>Corrections noted on CurricUNET cover sheet:</b>  <b>Title</b>, replace “(14 CE to 600 CE) with “(14 to 600 CE).</p> <p><b>Corrections noted on All Field Report:</b>  <b>Course Title</b>, replace “(14 CE to 600 CE) with “(14 to 600 CE).  <b>Catalog Description</b>, Line #3, replace “will enable” with “enable”.  <b>Reason for Proposing or Revising</b>, Line #1, replace “A similar course, GENT 404 exists, but we are trying to make” with “We are making”, and Line #3, replace “focusses” with “focuses”.  <b>Will replace Existing Course</b>, replace “Yes” with “No”.  <b>Objectives</b>, Objective #1, replace “roles of men” with “roles of older men”, and Objective #2, replace “and literature” with “literature and attitudes to older adults”.  <b>Lecture Content</b>, Item #3, replace “issues that will interest” with “issues that interest”, Item #4, Line #2, replace “emperors. Diocletian” with “emperors,” Diocletian”.  <b>Other Out-of-class Assignments</b>, replace “None” with “Reading assigned textbook”, replace the second “None” with “Writing journal entries.”  <b>Textbook</b>, add textbook information (to be provided by Tom Logan).  <b>Additional assessment information</b>, Line #3, replace “will comprise” with “comprises”, Line #4, replace “objectives will be discussed” with “objectives are discussed”, Lines #4-#5, replace “can attempt to integrate” with “can integrate”, and Line #5, replace “material with the” with “material to achieve”.  <b>Diversity Issues</b>, Line #1, replace “will help the” with “enables”, Line #2, delete “better”.  <b>CBO4 course Credit Status</b>, replace “D - Credit – Degree Applicable”</p>	<p>Motion to approve with corrections:  Tom L.  Seconded: Richard</p> <p>Motion approved with corrections.</p>

<b>WRLD 404B (continued)</b>	with “N – Non Credit”.	
<b>WRLD 405</b>	<p>WRLD 405 (<i>The Christian and Islamic Medieval World I: (500-1100 CE)</i>) is a new non-credit course for the older adult student which focuses on family community and global issues relating to the older adult student through the study of culture and history.</p> <p><b>Corrections noted on All Field Report:</b>  <b>Catalog Description</b>, Line #3, replace “will enable” with “enable”.  <b>Reason for Proposing or Revising</b>, Line #1, replace “A similar course, GENT 405 exists, but we are trying to make” with “We are making”, and Line #3, replace “focusses” with “focuses”.  <b>Will replace Existing Course</b>, replace “Yes” with “No”.  <b>Objectives</b>, Objective #1, replace roles of men” with “roles of older men”, and Objective #2, replace “and literature” with “literature and attitudes to older adults”.  <b>Lecture Content</b>, Item #3, replace “issues that will interest” with “issues that interest”.  <b>Other Out-of-class Assignments</b>, replace “None” with “Reading assigned textbook”, replace the second “None” with “Writing journal entries.”  <b>Textbook</b>, add textbook information (to be provided by Tom Logan).  <b>Additional assessment information</b>, Line #3, replace “will comprise” with “comprises”, Line #4, replace “objectives will be discussed” with “objectives are discussed”, Lines #4-#5, replace “can attempt to integrate” with “can integrate”, and Line #5, replace “material with the” with “material to achieve”.  <b>Diversity Issues</b>, Line #1, replace “will help the” with “enables”, Line #2, delete “better”.  <b>CBO4 course Credit Status</b>, replace “D - Credit – Degree Applicable” with “N – Non Credit”.</p>	<p>Motion to approve with corrections:  Richard  Seconded: Tom L.</p> <p>Motion approved with corrections.</p>
<b>WRLD 406</b>	<p>WRLD 406 (<i>The Medieval Renaissance (1100-1350 CE)</i>) is a new non-credit course for the older adult student which focuses on family community and global issues relating to the older adult student through the study of culture and history.</p> <p><b>Correction noted on CurricUNET cover sheet:</b></p>	<p>Motion to approve with corrections:  Paola  Seconded: Bill</p> <p>Motion approved with corrections.</p>

	<p><b>Title</b>, replace “(1100-1350) with “(1100-1350 CE).</p> <p><b>Corrections noted on All Field Report:</b>  <b>Course Title</b>, replace “(1100-1350) with “(1100-1350 CE).  <b>Catalog Description</b>, Line #2, replace “will enable” with “enable”.  <b>Reason for Proposing or Revising</b>, Line #1, replace “A similar course, GENT 406 exists, but we are trying to make” with “We are making”, and Line #3, replace “focusses” with “focuses”.  <b>Will replace Existing Course</b>, replace “Yes” with “No”.  <b>Objectives</b>, Objective #1, replace “toward women and family” with “toward older men and women, and the family”, and Objective #2, replace “and literature” with “literature and attitudes to older adults”.  <b>Lecture Content</b>, Content Item I. Line #3, replace “C. Men and women” with “B. Men and women”, and Content Item III, Line #2, replace “that will interest” with “that interest”.  <b>Other Out-of-class Assignments</b>, replace “None” with “Reading assigned textbook”, replace the second “None” with “Writing journal entries.”  <b>Textbook</b>, add textbook information (to be provided by Tom Logan).  <b>Additional assessment information</b>, Line #3, replace “will comprise” with “comprises”, Line #4, replace “objectives will be discussed” with “objectives are discussed”, Lines #4-#5, replace “can attempt to integrate” with “can integrate”, and Line #5, replace “material with the” with “material to achieve”.  <b>Diversity Issues</b>, Line #1, replace “will help the” with “enables”, Line #2, delete “better”.  <b>CBO4 course Credit Status</b>, replace “D - Credit – Degree Applicable” with “N – Non Credit”.</p>	
<p><b>WRLD 407</b></p>	<p>WRLD 407 (<i>The Medieval Renaissance (1350-1520 CE)</i>) is a new non-credit course for the older adult student which focuses on family community and global issues relating to the older adult student through the study of culture and history.</p> <p><b>Corrections noted on CurricUNET cover sheet:</b>  <b>Title</b>, replace “(1350-1520) with “(1350-1520 CE).  <b>Corrections noted on All Field Report:</b>  <b>Course Title</b>, replace “(1350-1520) with “(1350-1520 CE).</p>	<p>Motion to approve with corrections:  Tom L.  Seconded: Paola</p> <p>Motion approved with corrections.</p>



<p><b>WRLD 407 (continued)</b></p>	<p><b>Catalog Description</b>, Line #2, replace “will enable” with “enable”.  <b>Reason for Proposing or Revising</b>, Line #1, replace “A similar course, GENT 407 exists, but we are trying to make” with “We are making”, and Line #3, replace “focusses” with “focuses”.  <b>Will replace Existing Course</b>, replace “Yes” with “No”.  <b>Objectives</b>, Objective #1, replace “toward women and family” with “toward older men and women, and the family”, and Objective #2, replace “and literature” with “literature and attitudes to older adults”.  <b>Lecture Content</b>, Content Item I. Line #3, replace “C. Men and women” with “B. Men and women”, and Content Item III, Line #2, replace “that will interest” with “that interest”.  <b>Other Out-of-class Assignments</b>, replace “None” with “Reading assigned textbook”, replace the second “None” with “Writing journal entries.”  <b>Textbook</b>, add textbook information (to be provided by Tom Logan).  <b>Additional assessment information</b>, Line #3, replace “will comprise” with “comprises”, Line #4, replace “objectives will be discussed” with “objectives are discussed”, Lines #4-#5, replace “can attempt to integrate” with “can integrate”, and Line #5, replace “material with the” with “material to achieve”.  <b>Diversity Issues</b>, Line #1, replace “will help the” with “enables”, Line #2, delete “better”.  <b>CBO4 course Credit Status</b>, replace “D - Credit – Degree Applicable” with “N – Non Credit”.</p>	
<p><b>LNSK 410</b></p>	<p>Due to time constraints, LNSK 410 (<i>Job Readiness I</i>) is continued to the next committee meeting.</p>	<p>Discussion of this course is postponed until the next committee meeting.</p>
<p><b>SPCH 52</b></p>	<p>Due to time constraints, SPCH 52 (<i>Communication in the Workplace</i>) is continued to the next committee meeting.</p>	<p>Discussion of this course is postponed until the next committee meeting.</p>
<p><b>LETP 245</b></p>	<p>Due to time constraints, LETP 245 (<i>Field Training Program</i>) is continued to the next committee meeting.</p>	<p>Discussion of this course is postponed until the next committee meeting.</p>
<p><b>LETP 254</b></p>	<p>Due to time constraints, LETP 254 (<i>Dispatch Field Training Program</i>) is continued to the next committee meeting.</p>	<p>Discussion of this course is postponed until the next committee meeting.</p>
<p><b>LETP 265</b></p>	<p>Due to time constraints, LETP 265 (<i>Philosophy of Leadership</i>) is continued to the next committee meeting.</p>	<p>Discussion of this course is postponed until the next committee meeting.</p>

<b>MATH 381</b>	Due to time constraints, MATH 381 ( <i>Preparation for Beginning Algebra</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
<b>PARK 130</b>	Due to time constraints, PARK 130 ( <i>Introduction to California State Parks</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
<b>PARK 133B</b>	Due to time constraints, PARK 133B ( <i>Advanced Park Carpentry Skills</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
<b>PARK 164</b>	Due to time constraints, PARK 164 ( <i>Resources Management Cultural: Advanced</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
<b>PARK 166</b>	Due to time constraints, PARK 166 ( <i>Cultural Resource Management: Intermediate</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
<b>PARK 167</b>	Due to time constraints, PARK 167 ( <i>Natural Resource Management: Intermediate</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
<b>PARK 212</b>	Due to time constraints, PARK 212 ( <i>Volunteer Management</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
<b>PARK 229</b>	Due to time constraints, PARK 229 ( <i>Advanced Trail Management</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
<b>PARK 240</b>	Due to time constraints, PARK 2410 ( <i>Field Training Program</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
<b>PARK 242R</b>	Due to time constraints, PARK 242R ( <i>Emergency Medical Responder/EMT Instructor Refresher</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
<b>PARK 244R</b>	Due to time constraints, PARK 244R ( <i>Defensive Tactics Instructor Refresher</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
<b>PARK 258</b>	Due to time constraints, PARK 258 ( <i>Internal Affairs Investigator</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
<b>PARK 265</b>	Due to time constraints, PARK 265 ( <i>Historic Structures Maintenance</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
<b>PARK 268</b>	Due to time constraints, PARK 268 ( <i>Equal Employment Opportunity (EEO) Counselor Training</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
<b>PARK 271</b>	Due to time constraints, PARK 271 ( <i>Basic Park Carpentry Skills</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.

<b>PERS 54</b>	Due to time constraints, PERS 54 ( <i>Leadership Communication</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
<b>BUSC 100A</b>	Due to time constraints, BUSC 100A ( <i>Word Processing: Microsoft Word for Windows I</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
<b>BUSC 100B</b>	Due to time constraints, BUSC 100B ( <i>Word Processing: Microsoft Word for Windows II</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
<b>BUSC 100C</b>	Due to time constraints, BUSC 100C ( <i>Word Processing: Microsoft Word for Windows III</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
<b>BUSC 101A</b>	Due to time constraints, BUSC 101A ( <i>Word Processing: Advanced Microsoft Word for Windows I</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
<b>BUSC 101B</b>	Due to time constraints, BUSC 101B ( <i>Word Processing: Advanced Microsoft Word for Windows II</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
<b>BUSC 101C</b>	Due to time constraints, BUSC 101C ( <i>Word Processing: Advanced Microsoft Word for Windows III</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until the next committee meeting.
<b>Next meeting:</b> April 21, 2010, LTC 232		