

Curriculum Advisory Committee Meeting Notes

DATE: Sept. 23, 2009 LOCATION: LTC 232			
✓	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, Counseling		Vacant, Physical Education
✓	Tom Logan, Social Science		Vacant, Student Representative
	Laura Mock, CurricUNET Specialist		Vacant, Supportive Services

Meeting Chaired by: Lynn Iwamoto

Notes Submitted by: Elizabeth Harrington

Agenda Item	Discussion / Comments	Action
Approval of Notes: 9/16/09	The minutes were not available for review.	Approval of the 9/16/09 minutes is postponed until they are available.
Consent Agenda PERS 230.1 PERS 230.3	Courses presented are recommended for deletion:	Motion to delete courses as presented: Elizabeth Seconded: Richard Motion approved.
EMMS 270R	EMMS 270R (<i>EMT 1: Recertification</i>), a stand-alone course, is being revised as part of Program Review. Corrections noted: Course Revision Form , Item B5, add checkmark to Catalog Description box; Item C, Change from, add original text as needed and delete comment box; Item D, Change to, add revised text as needed. Course Data Sheet , Item #4, delete comment box, Item #11, replace “Fall 2009” with “Currently offered”; and, Item #13, add “This is a stand-alone course.”	Motion to approve with corrections: Tom R. Seconded: Richard Motion approved with corrections.

EMMS 270R (continued)	Course Outline , Items #2 and # 3, delete comment boxes; Item #5, delete “2” and delete comment box; Item #9, delete the checkmark for Letter Grade (LG) only, add checkmark to LG or C/NC.	
Engineering Program Change	The Engineering Program is being changed to include the addition of ENGR 12L (<i>Engineering Circuits Laboratory</i>) as a selective elective.	Motion to approve as presented: Paola Seconded: Elizabeth Motion approved.
ENGR 12	ENGR 12 (<i>Engineering Circuits</i>) is being revised to include ENGR 12L (<i>Engineering Circuits Laboratory</i>) as a pre- or co-requisite course. Corrections noted: Course Revision Form , Item D, sentence #2, delete “This lab course” and replace “engineering universities” with “engineering programs at universities”; sentence #3, replace “ENGR 12L a” with “ENGR 12L a class without”; and delete comment boxes. Course Data Sheet , Item #11, replace “already” with “currently”. Course Outline , Item #2, delete comment box. Course Prerequisite/Corequisite: Content Review Form (ENGR 12L); Item #4 , delete comment box. Course Prerequisite/Corequisite: Content Review Form (PHYS 3B); Item #4 , replace “Nework” with “Network”	Motion to approve with corrections: Tom L. Seconded: Richard Motion approved with corrections.
ENGR 12L	ENGR 12L (<i>Engineering Circuits Laboratory</i>) is a new course designed to provided laboratory experience necessary to help students master circuit theory presented in ENGR 12 (<i>Engineering Circuits</i>). It will also help students transfer to university engineering programs. Corrections noted: Course Outline , Item #2, replace “LG” with “LG-P/NP”; Item #3, replace “LG” with “LG-P/NP”; Item #16, replace “,_ 10 th ” with “, 10 th ”; and, Item #17, delete numbers.	Motion to approve with corrections: Richard Seconded: Bill Motion approved with corrections.
LETP 180	LETP 180 (<i>Citizens Academy</i>) is being revised to update unit values and hours per South Bay Regional Public Safety Training Consortium (SBRPSTC). Michael Gilmartin will add a Basic Skills Advisory Form to	Motion to approve with corrections: LaRon Seconded: Bill

<p>LETP 180 (continued)</p>	<p>the course packet.</p> <p>Corrections noted:</p> <p>Course Revision Form, Item B, delete comment box; Item C, Change from, replace “6. Loading” with “6. Loading .13”, move “10.34 lecture hours” to the next line, and delete comment box; Item C, Change to, replace “6. Loading” with “6. Loading .09-.15”, and delete comment boxes.</p> <p>Course Data Sheet, Item #4, add checkmarks to Certificate and Certificate/Elective boxes; Item #5, add “No”; and, Item #11, add “currently offered”</p> <p>Course Outline, Item #11a, delete comment box; Item #13a, delete comment boxes; Item #15, replace “None?” with “None” and delete the comment box; and, Item #15, replace “None?” with “None”.</p> <p>Course Basic Skills Advisory Form, add form.</p>	<p>Motion approved with corrections.</p> <p>Aye = 6 Nay = 2</p>
<p>LETP 245</p>	<p>LETP 245 (<i>Field Training Program</i>) is a stand-alone course which is being revised to conform to changes made by P.O.S.T. Lynn will confer with Beth regarding possible rewording of the schedule description in order to better reflect the catalog description.</p> <p>Corrections noted:</p> <p>Courses—Signature Page, Signature Line #1 delete “Vice President of Academic Affairs”</p> <p>Course Revision Form, Item A, Instructor Proposing Revision, delete “Vice President of Academic Affairs” and delete comment box; Item C, Change to, delete “Course information is presented in the field.”, delete “See POST Expanded Outline”, and delete the comment boxes.</p> <p>Course Data Sheet, Item #4, delete checkmark, Item #11, replace “Fall 2009” with “currently offered” and delete comment box; and, Item #23, add “This is a stand-alone course”.</p> <p>Course Outline, Item #3, delete “Course information is presented in the field.” and delete comment box; Item 11a, delete comment box; and, Item 13a, delete “See POST Expanded Outline” and delete comment box</p>	<p>Motion to approve with corrections: Bill Seconded: Tom R.</p> <p>Motion approved with corrections.</p> <p>Aye = 6 Nay = 2</p>
<p>LETP 290</p>	<p>LETP 290 (<i>Instructor Development</i>), a stand-alone course, is being revised to update unit values and hours per South Bay Regional Public Safety Training Consortium (SBRPSTC).</p>	<p>Motion to approve with corrections: Tom R. Seconded: LaRon</p>

<p>LETP 290 (continued)</p>	<p>Corrections noted: Course Revision Form, Item A, Instructor Proposing Revision, delete “Vice President of Academic Affairs” and delete comment box; Item B, delete comment box; Item C, Change from, replace “6.” with “6. .08” and delete comment box; and, Item C, Change to, delete comment box. Course Data Sheet, Item #4, delete checkmark and delete comment box; and, Item #23, add “This is a stand-alone course.” Course Outline, Item #2, replace “skills, presentation” with “skills, and presentation”; and, delete comment boxes; Item #3, replace “skills, presentation” with “skills, and presentation”; and, delete comment box; Item #13a, Content Item #II.2, replace “and” with “an”, delete comment box; Item #14, Objective #3, replace “teaching that” with “teaching styles that”; and, delete comment box.</p>	<p>Motion approved with corrections.</p> <p>Aye = 6 Nay = 2</p>
<p>LIBR 60</p>	<p>LIBR 60 (<i>Family Research Studies: Genealogy I</i>) is being revised to update the description of the class and to include the genealogy computer program.</p> <p>Corrections noted: Course Revision Form, Item C, Change to, Catalog Description, replace “families” with “family history” Item C, Change to, Schedule Description, replace “their families” with “family history” ; and, delete comment box. Course Data Sheet, Item #3, delete “effective for implementation in the Fall of 2009” and delete comment box; Item #4, add checkmarks to the “GE” and to the “Area E” boxes; and, Item #6, delete the checkmark from the “Yes” box, add a checkmark to the “No” box, delete “LIBR 60, 61, 62 and 63 in sequential order”, and delete comment box. Course Outline, Item #2, replace “their families” with “family history”; Item #3, replace “their families” with “family history” and delete comment box; and, Item #13a, delete comment box, Item #14, change “14. Goal Setting” to “15. Goal Setting”, Item #15, change “15. Sharing family history research via websites” to Item #14. Distance Education Form, Item #3, replace “fill out” with “respond to”, and delete the comment box; Item #4, replace “Seventy-five” with “Fifty to sixty-five”, and delete the comment box; Item #7, replace “finding difficulty” with “having difficulty”, and delete the comment boxes; Item #12, add the website address: http://ilearn.mpc.edu, and delete the comment box</p>	<p>Motion to approve with corrections: Paola. Seconded: Richard</p> <p>Motion approved with corrections.</p>

<p>NURS 100</p>	<p>NURS 100 (<i>Pharmacology for Nursing</i>) is being revised as part of Program Review. The unit value of the course has been increased to provide nursing students the necessary background in Mental Health medication.</p> <p>Corrections noted: Courses – Signature Page, Dept; replace “Nursing” with “NURS” Course Revision Form, Item B15, delete checkmark; Item C Change from, delete comment boxes; and, Item C, Change to, delete comment boxes, Course Outline, Item #13a, renumber content sequentially from “1”, delete comment box; and, Item #14, renumber objectives sequentially from “1”, and delete comment box.</p>	<p>Motion to approve with corrections: Richard Seconded: LaRon</p> <p>Motion approved with corrections.</p>
<p>PHIL 4</p>	<p>PHIL 4 (<i>Moral Issues</i>) is being revised as part of Program Review.</p> <p>Corrections noted: Course Data Sheet, Item 34, G.E., add checkmark to Area E; Item #17, replace “on mastery” with “proficiency” Course Outline, Item #17, replace “on mastery” with “proficiency”</p>	<p>Motion to approve with correction: Tom L. Seconded: Tom R.</p> <p>Motion approved with correction.</p>
<p>PHIL 5</p>	<p>PHIL 5 (<i>Environment Ethics</i>) is being updated as part of Program Review.</p> <p>Corrections noted: Course Revision Form, Item C, Change from, add “None”; Item C, Change to, add “None”; and, Item D, add “Updated for Program Review” and delete comment box. Course Outline, Item #17, replace “on mastery” with “proficiency”, and delete comment boxes. Basic Skills Advisory: Content Review Form, delete comment box.</p>	<p>Motion to approve with correction: Paola Seconded: Tom R.</p> <p>Motion approved with corrections.</p>
<p>PHIL 6</p>	<p>Due to time constraints, PHIL 6 (<i>Introduction to Logic</i>) is continued to the next committee meeting.</p>	<p>Discussion of this course is postponed until next week’s meeting.</p>
<p>PHIL 10</p>	<p>Due to time constraints, PHIL 10 (<i>Introduction to Critical Thinking</i>) is continued to the next committee meeting.</p>	<p>Discussion of this course is postponed until next week’s meeting.</p>
<p>PHIL 12</p>	<p>Due to time constraints, PHIL 12 (<i>Introduction to the Philosophy of Religion</i>) is continued to the next committee meeting.</p>	<p>Discussion of this course is postponed until next week’s meeting.</p>

PHIL 13	Due to time constraints, PHIL 13 (<i>Introduction to Eastern Philosophy</i>) is continued to the next committee meeting.	Discussion of this course is postponed until next week's meeting.
Next meeting: Sept. 30, 2009, LTC 232		