

## Curriculum Advisory Committee Meeting Notes

DATE: Sept. 30, 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: 9/23/09	Corrections noted: Agenda Item EMMS 270R, Course Outline Item #2, replace catalog description with the description published in the 2009-2011 Catalog; Agenda Item ENGR 12L, Corrections Noted, Course Outline, add "Item #9, delete the checkmark for Letter Grade (LG) only, add checkmark to LG or C/NC.	Motion to approve with corrections: Tom L. Seconded: Tom R.  Motion approved with corrections.
<b>Discussion</b>  <b>CAC Bylaws</b>	The committee reviewed the proposed Curriculum Advisory Committee Bylaws as drafted by Michael Gilmartin. Michael pointed out the need to continue to have committee members who are interested in doing curriculum for their divisions. It was suggested that Membership include a representative of Basic Skills and ESL, and that the reference to Counseling Department be replaced with Student Services faculty.	Discussion
<b>PHIL 6</b>	PHIL 6 ( <i>Introduction to Logic</i> ) is being updated as part of Program Review.  <b>Corrections noted:</b> <b>Course Revision Form</b> , Item D, replace "Program review" with "Updated for Program Review." <b>Course Outline</b> , Item #17, delete the last sentence.	Motion to approve with corrections: Paola Seconded: LaRon  Motion approved with corrections.

<p><b>PHIL 10</b></p>	<p>PHIL 10 (<i>Introduction to Critical Thinking</i>) is being updated as part of Program Review.</p> <p><b>Corrections noted:</b>  <b>Course Revision Form</b>, Item D, replace “Program review” with “Updated for Program Review” and delete comment box.  <b>Course Data Sheet</b>, Item #15, delete comment box; and, Item # 17, delete comment box.  <b>Course Outline</b>, Item #3, replace “LGPN/NP” with “LG-P/NP”; Item #17, delete the last sentence, and delete comment boxes.  <b>Basic Skill Advisories: Content Review Form</b>, delete comment box.</p>	<p>Motion to approve with corrections:  Tom  Seconded: Richard</p> <p>Motion approved with corrections.</p>
<p><b>PHIL 12</b></p>	<p>PHIL 12 (<i>Introduction to the Philosophy of Religion</i>) is being revised as part of Program Review</p> <p><b>Corrections noted:</b>  <b>Course Revision Form</b>, Item D, replace “Program review” with “Updated for Program Review” and delete comment box.  <b>Course Outline</b>, Item #17, delete the last sentence, and delete comment boxes.  <b>Course Prerequisite/Corequisite: Content Review Form</b>, delete comment box.</p>	<p>Motion to approve with corrections:  Paola  Seconded: Bill</p> <p>Motion approved with corrections.</p>
<p><b>PHIL 13</b></p>	<p>PHIL 13 (<i>Introduction to Eastern Philosophy</i>) is being revised as part of Program Review. The committee was unable to review this course because the course outline was not included in the meeting packet. Consideration of this course is tabled pending receipt of the course outline.</p>	<p>Tabled</p>
<p><b>AUTO 104</b></p>	<p>AUTO 104 (<i>Automotive Electrics</i>) is being revised as part of Program Review and to meet ASE accreditation requirements. Lynn will let James Lawrence know that the Automotive Technology Program will need to be revised in order to reflect the change in units for AUTO 104.</p> <p><b>Corrections noted:</b>  <b>Course Revision Form</b>, Item C, Change from, add old course content and old course objectives/exit standards, and delete comment box; and, Item C, Change to, replace “LG-C/NC” with “LG-P/NP”.  <b>Course Outline</b>, Item 13a, Content Item 2 (n), replace “Male” with “male” and delete comment box.</p>	<p>Motion to approve with corrections:  Tom R.  Seconded: Richard</p> <p>Motion approved with corrections.</p>

<b>Food Service Management Program Change</b>	<p>The Food Service Management Program is being revised to remove CSIS 50 and 50L as selective electives.</p> <p>No corrections noted.</p>	<p>Motion to approve with corrections: Elizabeth</p> <p>Seconded: Bill</p> <p>Motion approved with corrections.</p>
<b>Next meeting:</b> Oct. 7, 2009, LTC 232		