

## Curriculum Advisory Committee Meeting Notes

<b>DATE: April 15, 2009 LOCATION: LTC 232</b>			
✓	Richard Abend, ESL		Jonathan Osburg, Academic Senate
✓	Bill Easton, Library	✓	Beth Penney, Basic Skills
✓	Paola Gilbert, Humanities		Tom Rebold, Business and Technology
✓	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: 4/1/09	<b>Corrections noted:</b> Agenda Item, ENGL 18, Discussion, Line #1, replace “ENGL1B” with “ENGL 1B”	Motion to approve with correction: Richard Seconded: Bill  Motion approved with correction.
<b>ENGL 17</b>	ENGL 17 ( <i>Introduction to Shakespeare</i> ) is being revised as part of program review. Beth Penney advised the committee that the desired advisory for this course is ENGL 1B with eligibility for ENGL 1A. The committee would still like clarification regarding whether all items listed as course content will be covered or whether the content will include items from this list. Lynn will verify the course content with Allston James.  No corrections noted.	Motion to approve with corrections and pending verification of content: Paola Seconded: Richard  Motion approved with corrections and pending verification of content.  Lynn will email Allston James to verify the course content.

<p><b>ENGL 18</b></p>	<p>ENGL 18 (<i>The Bible as Literature</i>) is being revised as part of program review. Beth Penney advised the committee that the desired advisory for this course is ENGL1B with eligibility for ENGL 1A. Consideration of this course is tabled pending corrections and addition of a Course Advisory Form.</p> <p><b>Corrections noted:</b>  <b>Course Revision Form</b>, Item C, Change from, Line #5, insert a new line stating, “Prerequisite: Eligibility for ENGL 1A”; and, Item C, Change to, Line #5, insert a new line stating, “Prerequisite: Eligibility for ENGL 1A”.  <b>Course Outline</b>, Item #2 Line #4, replace “Prerequisites” with “Prerequisite”, and Line #7, replace “CSU, Area 2; IGETC Area 3B” with “CSU, Area C2; IGETC, Area 3B”; Item #3, Line #1, replace “Prerequisites” with “Prerequisite”, Line #2, replace “Advisories” with “Advisory”, and Line # 6, replace “CSU, Area 2; IGETC Area 3B” with “CSU, Area C2; IGETC, Area 3B”.</p>	<p>Tabled.</p> <p>Beth will correct course forms as necessary.</p>
<p><b>ENGL 112</b></p>	<p>ENGL 112 (<i>Intermediate Academic Reading</i>) is being revised as part of program review. The course has been renamed for clarity, and ENGL 302 (<i>Academic Reading</i>) has been added as a prerequisite to ensure student success. Consideration of this course was tabled last week pending the addition of statement regarding the limit of one English course below transfer level applying towards the associate degree.</p> <p>During committee discussion it was determined that ENGL 1A will have to be revised to include prerequisites of both ENGL 111 and ENGL 112. Until such a requirement has been added to ENGL 1A, it is premature to revise the course descriptions for ENGL 111 and ENGL 112 to include a statement regarding the limit of one English course below transfer level applying towards the associate degree. Additionally the committee noted a catalog error regarding the limitation of ENSL courses applying toward the associate degree.</p> <p><b>Corrections noted:</b></p>	<p>Tabled pending revision of ENGL 1A.</p> <p>Michael will revise the catalog language at the earliest opportunity.</p>

<b>ENGL 112 (continued)</b>	<b>MPC 2008-2009 Catalog</b> , Page 104, 100-299 Associate Degree, Line #5, delete “OR both ENSL 110 and 155”.	
<b>NURS 52A</b>	<p>NURS 52A (<i>Nursing I</i>) is being revised as part of program review and to add a prerequisite of NURS 100. There is no rationale for the addition of the NURS 100 prerequisite listed on the Course Revision Form and it is unclear whether the course objectives have been revised.</p> <p><b>Corrections noted:</b>  <b>Course Revision Form</b>, Item C, Change from, Line #3, if possible add previous objectives and delete the comment box in the right hand margin; Item D, if possible add a statement explaining the rationale for the addition of NURS 100 as a prerequisite and delete the comment box in the right hand margin.  <b>Course Outline</b>, Item #7, replace “255” with “204”; Item #13a, Lines #4 - #16 delete the line numbering, Lines #5 - #7, capitalize the first letter of each line; Item #16, delete comment boxes (2) in the right hand margin; and, Item #17, delete comment box in the right hand margin.  <b>Course Prerequisite/Corequisite: Content Review Form</b>, Item #6, delete comment box in the right hand margin.</p>	<p>Motion to approve with corrections:  Richard  Secoded: Bill</p> <p>Motion approved with corrections.</p>
<b>NURS 52B</b>	<p>NURS 52B (<i>Nursing II</i>) is being revised as part of program review and to bring the catalog description into the standard format.</p> <p><b>Corrections noted:</b>  <b>Courses – Signature Page</b>, replace “NURS.” with “NURS”  <b>Course Revision Form</b>, Item C, Change from, Line #1, add previous catalog description and delete comment box in the right hand margin; and, Item C, Change to, Line #1, add revised catalog description and delete comment box in the right hand margin.  <b>Course Data Sheet</b>, Item #6, Line #1, replace “major in nursing.” with “major in nursing: NURS 52A, NURS 52B, NURS 52C, and NURS 52D.”; Item #12, add checkmarks to the “Lecture/Theory” and “Lab/Activity” boxes and delete the comment boxes (2) in the right hand margin.</p>	<p>Motion to approve with corrections:  Elizabeth  Secoded: LaRon</p> <p>Motion approved with corrections.</p>

<p><b>NURS 52B (continued)</b></p>	<p><b>Course Outline</b>, Item #3, replace “Pre-requisite” with “Prerequisite”; Item #16, Line #11, replace “(4” with “(4<sup>th</sup>)”, Line #15, replace “Encyclopedic” with “Cyclopedic”, and delete comment boxes (2) in the right hand margin; and, Item #17, delete comment box in the right hand margin.</p>	
<p><b>NURS 52C</b></p>	<p>NURS 52C (<i>Nursing III</i>) is being revised as part of program review and to bring the catalog description into the standard format.</p> <p><b>Corrections noted:</b>  <b>Course Revision Form</b>, Item C, Change from, Line #1, add previous catalog description and delete comment box in the right hand margin; and, Item C, Change to, Line #1, add revised catalog description and delete comment box in the right hand margin.  <b>Course Data Sheet</b>, Item #3, replace “Updating current forms” with “Program Review” and delete the comment box in the right hand margin, and Item #12, delete “Approx.”  <b>Course Outline</b>, Item #7, replace “102” with “85”; Item #13a, list content items in a bulleted list and delete the comment box in the right hand margin; Item #13b, Line #2, replace “the patients” with “the clients” and delete the comment box in the right hand margin; Item #14, Line #8, replace “teaching learning proves” with “teaching/learning process” and delete comment boxes (2) in the right hand margin; and Item #16, underline all textbook titles and delete comment boxes (2) in the right hand margin.  <b>Course Prerequisite/Corequisite: Content Review Form</b>, page #2, delete comment box in the right hand margin.</p>	<p>Motion to approve with corrections:  Paola  Seconded: Richard</p> <p>Motion approved with corrections.</p>
<p><b>NURS 52D</b></p>	<p>NURS 52D (<i>Nursing IV</i>) is being revised as part of program review and to bring the catalog description into the standard format.</p> <p><b>Corrections noted:</b>  <b>Course Revision Form</b>, Item C, Change from, Line #1, add previous catalog description and delete comment box in the right hand margin; and, Item C, Change to, Line #1, add revised catalog</p>	<p>Motion to approve with corrections:  Seconded:  Motion approved with corrections.</p>

<p><b>NURS 51D (continued)</b></p>	<p>description and delete comment box in the right hand margin.  <b>Course Data Sheet</b>, Item #12, delete “Approx.”  <b>Course Outline</b>, Item #7, replace “68” with “85” ; Item #13a, delete comment boxes (2) in the right hand margin; and, Item #16, delete comment box in the right hand margin.  <b>Course Prerequisite/Corequisite: Content Review Form</b>, Page #2, Item #7, add checkmark.</p>	
<p><b>NURS 65</b></p>	<p>NURS 65 (<i>Nursing Role Transition</i>) is being revised as part of program review.</p> <p><b>Corrections noted:</b>  <b>Courses – Signature Page</b>, Program Review box, replace “√” with “X”  <b>Course Revision Form</b>, Item B(5), add a checkmark to the Catalog box and delete the checkmark from the schedule box; Item C, Change from, Line #1, add previous catalog description and delete comment box in the right hand margin; and, Item C, Change to, Line #1, add revised catalog description and delete comment box in the right hand margin; and, Item D, delete “Revising schedule description to preferred format.”  <b>Course Outline</b>, Item #2, Line #4, replace “Includes” with “Course includes”; Item #2, Line #2, replace “assistance with development of” with “and are assisted to develop”; Item #10, delete comment box in the right hand margin; Item #14, delete the comment box in the right hand margin; and, Item #17, delete the comment box in the right hand margin and delete “1)” below Item #17.</p>	<p>Motion to approve with corrections:  Richard  Seconded: Paola  Motion approved with corrections.</p>
<p><b>NURS 70</b></p>	<p>Due to time constraints, NURS 70 (<i>Supervised Nursing Clinical Experience</i>) is continued to the next committee meeting.</p>	<p>Discussion of this course is postponed until next week’s meeting.</p>
<p><b>NURS 160</b></p>	<p>Due to time constraints, NURS 160 (<i>Role Development for Nursing Students</i>) is continued to the next committee meeting.</p>	<p>Discussion of this course is postponed until next week’s meeting.</p>

<b>NURS 180</b>	Due to time constraints, NURS 180 ( <i>Professional Skills Development</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until next week's meeting.
<b>NURS 181</b>	Due to time constraints, NURS 181 ( <i>Advanced Professional Skills Development</i> ) is continued to the next committee meeting..	Discussion of this course is postponed until next week's meeting.
<b>NURS 201</b>	Due to time constraints, NURS 201 ( <i>Preparation for Registered Nurse Licensure Exam</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until next week's meeting.
<b>NURS 205</b>	Due to time constraints, NURS 205 ( <i>Supervised Nursing Skills Lab I</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until next week's meeting.
<b>NURS 252</b>	Due to time constraints, NURS 252 ( <i>Physical Assessment</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until next week's meeting.
<b>NURS 264</b>	Due to time constraints, NURS 264 ( <i>Basic Arrhythmia and Coronary Care</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until next week's meeting.
<b>NURS 267</b>	Due to time constraints, NURS 26 ( <i>Interpretation of 12 Lead ECG</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until next week's meeting.
<b>Next meeting:</b> Apr. 22, 2009, LTC 232		