

## Curriculum Advisory Committee Meeting Notes

DATE: May 27, 2009 LOCATION: LTC 232			
✓	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: 5/13/09	No corrections noted.	Motion to approve: Richard  Seconded: Bill  Motion approved.
Approval of Notes: 5/20/09	No corrections noted.	Motion to approve: Paola  Seconded: Elizabeth  Motion approved.
<b>ANTH 30</b>	<p>ANTH 30 (<i>Women in Cross-Cultural Perspective</i>) is being revised as part of Program Review. This course is also offered as ETNC 30 and WOMN 30.</p> <p><b>Corrections noted:</b>  <b>Course Revision Form</b>, Item C, Change from, delete #19 and delete the comment box in the right hand margin; Item C, Change to, delete #19; and, Item D, replace “We have found a more appropriate text for this course based on course content and form.” with “This course is being revised as part of Program Review.”</p>	<p>Motion to approve with corrections:  Elizabeth</p> <p>Seconded: Bill</p> <p>Motion approved with corrections.</p>

<p><b>ANTH 30 (continued)</b></p>	<p><b>Course Data Sheet</b>, Item #14, delete checkmark from “D-Historical Setting” box, add checkmark to “D-Social, Economic Institutions”, and delete comment box in the right hand margin; and, Item #16, delete comment box in the right hand margin.</p> <p><b>Course Outline</b>, Item #2, Line #1, replace “LG-C/NC” with “LG-P/NP”; Line #6, replace “Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155” with “Advisory: Eligibility for ENGL 1A”, delete comment boxes (2) in the right and margin; Item #3, Line #1, replace “Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155” with “Advisory: Eligibility for ENGL 1A”, Line #6, replace “LG-C/NC” with “LG-P/NP”; Item #11a, replace “Eligibility for ENGL 111 and 112 or ENSL 110 and 155” with “Eligibility for ENGL 1A”; and, Item #16, Line #2, replace “a Reader comprised” with “an instructor complied reader comprised”</p> <p><b>Basic Skills Advisories: Content Review Form</b>, move response in Target Course Box #2 (Eligibility for ENGL 111/112 or ENSL 110/155) to Target Course Box #3 (Eligibility for ENGL 1A) and delete comment boxes (2) in the right hand margin.</p>	
<p><b>ETNC 30</b></p>	<p>ETNC 30 (<i>Women in Cross -Cultural Perspective</i>) is being revised as part of Program Review. This course is also offered as ANTH 30 and WOMN 30.</p> <p><b>Corrections noted:</b></p> <p><b>Course Revision Form</b>, Item C, Change from, delete #19 and delete the comment box in the right hand margin; Item C, Change to, delete #19; and, Item D, replace “We have found a more appropriate text for this course based on course content and form.” with “This course is being revised as part of Program Review.”</p> <p><b>Course Data Sheet</b>, Item #14, delete checkmark from “D-Historical Setting” box, add checkmark to “D-Social, Economic Institutions”, and delete comment box in the right hand margin; and, Item #16, delete comment box in the right hand margin.</p> <p><b>Course Outline</b>, Item #2, Line #1, replace “LG-C/NC” with “LG-P/NP”; Line #5, replace “Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155” with “Advisory: Eligibility for ENGL</p>	<p>Motion to approve with corrections: Elizabeth</p> <p>Seconded: Bill</p> <p>Motion approved with corrections.</p>

<p><b>ETNC 30 (continued)</b></p>	<p>1A”, delete comment box in the right and margin; Item #3, Line #1, replace “Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155” with “Advisory: Eligibility for ENGL 1A”, Line #4, replace “LG-C/NC” with “LG-P/NP”; Item #11a, replace “Eligibility for ENGL 111 and 112 or ENSL 110 and 155” with “Eligibility for ENGL 1A”; and, Item #16, Line #2, replace “a Reader comprised” with “an instructor complied reader comprised”</p> <p><b>Basic Skills Advisories: Content Review Form</b>, move response in Target Course Box #2 (Eligibility for ENGL 111/112 or ENSL 110/155) to Target Course Box #3 (Eligibility for ENGL 1A) and delete comment boxes (2) in the right hand margin.</p>	
<p><b>WOMN 30</b></p>	<p>WOMN 30 (<i>Women in Cross -Cultural Perspective</i>) is being revised as part of Program Review. This course is also offered as ANTH 30 and ETNC 30.</p> <p><b>Corrections noted:</b></p> <p><b>Course Revision Form</b>, Item C, Change from, delete #19 and delete the comment box in the right hand margin; Item C, Change to, delete #19; and, Item D, replace “We have found a more appropriate text for this course based on course content and form.” with “This course is being revised as part of Program Review.”</p> <p><b>Course Data Sheet</b>, Item #14, delete checkmark from “D-Historical Setting” box, add checkmark to “D-Social, Economic Institutions”, and delete comment box in the right hand margin; and, Item #16, delete comment box in the right hand margin.</p> <p><b>Course Outline</b>, Item #2, Line #1, replace “LG-C/NC” with “LG-P/NP”; Line #6, replace “Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155” with “Advisory: Eligibility for ENGL 1A”, delete comment box in the right and margin; Item #3, Line #1, replace “Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155” with “Advisory: Eligibility for ENGL 1A”, Line #4, replace “LG-C/NC” with “LG-P/NP”; Item #11a, replace “Eligibility for ENGL 111 and 112 or ENSL 110 and 155” with “Eligibility for ENGL 1A”; and, Item #16, Line #2, replace “a Reader comprised” with “an instructor complied reader comprised”</p>	<p>Motion to approve with corrections: Elizabeth Seconded: Bill</p> <p>Motion approved with corrections.</p>

<p><b>WOMN 30 (continued)</b></p>	<p><b>Basic Skills Advisories: Content Review Form</b>, move response in Target Course Box #2 (Eligibility for ENGL 111/112 or ENSL 110/155) to Target Course Box #3 (Eligibility for ENGL 1A) and delete comment boxes (2) in the right hand margin.</p>	
<p><b>ANTH 31</b></p>	<p>ANTH 31 (<i>American Indian Women</i>) is being revised as part of Program Review. This course is also offered as ETNC 31 and WOMN 31. The committee was unclear which editions of the text books are to be used.</p> <p><b>Corrections noted:</b>  <b>Course Revision Form</b>, Item C, Change to, delete comment boxes (2) in the right hand margin.  <b>Course Data Sheet</b>, Item #7, replace “WOMN 31 and ETNC 31” with “ETNC 31 and WOMN 31”; Item #14, delete checkmark from “D-Historical Setting” box, add checkmark to “D-Social, Economic Institutions”, and delete comment box in the right hand margin; and, Item #16, delete comment box in the right hand margin.  <b>Course Outline</b>, Item #2, Line #1, replace “LG-C/NC” with “LG-P/NP”; Line #4, replace “Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155” with “Advisory: Eligibility for ENGL 1A”, delete comment boxes (2) in the right and margin; Item #3, Line #1, replace “Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155” with “Advisory: Eligibility for ENGL 1A”, Line #4, replace “LG-C/NC” with “LG-P/NP”; Item #11a, replace “Eligibility for ENGL 111 and 112 or ENSL 110 and 155” with “Eligibility for ENGL 1A”; and, Item #16, Line #2, replace “a Reader comprised” with “an instructor compiled reader comprised” and delete comment box in the right hand margin.  <b>Basic Skills Advisories: Content Review Form</b>, move response in Target Course Box #2 (Eligibility for ENGL 111/112 or ENSL 110/155) to Target Course Box #3 (Eligibility for ENGL 1A) and delete comment boxes (2) in the right hand margin.</p>	<p>Motion to approve with corrections:  Paola  Seconded: Richard</p> <p>Motion approved with corrections.</p> <p>Lynn will contact the department to determine which editions of the text books are being used.</p>
<p><b>ETNC 31</b></p>	<p>ETNC 31 (<i>American Indian Women</i>) is being revised as part of Program Review. This course is also offered as ANTH 31 and WOMN 31. The committee was unclear which editions of the text books are to be used.</p>	<p>Motion to approve with corrections:  Paola  Seconded: Richard</p>

<p><b>ETNC 31 (continued)</b></p>	<p><b>Corrections noted:</b>  <b>Course Data Sheet</b>, Item #14, delete checkmark from “D-Historical Setting” box, add checkmark to “D-Social, Economic Institutions”, and delete comment box in the right hand margin; and, Item #16, delete comment boxes (2) in the right hand margin.  <b>Course Outline</b>, Item #2, Line #1, replace “LG-C/NC” with “LG-P/NP”; Line #6, replace “Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155” with “Advisory: Eligibility for ENGL 1A”; Item #3, Line #1, replace “Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155” with “Advisory: Eligibility for ENGL 1A”, Line #3, replace “LG-C/NC” with “LG-P/NP”; Item #11a, replace “Eligibility for ENGL 111 and 112 or ENSL 110 and 155” with “Eligibility for ENGL 1A”; and, Item #16, Line #2, replace “a Reader comprised” with “an instructor compiled reader comprised”.</p> <p><b>Basic Skills Advisories: Content Review Form</b>, move response in Target Course Box #2 (Eligibility for ENGL 111/112 or ENSL 110/155) to Target Course Box #3 (Eligibility for ENGL 1A) and delete comment box in the right hand margin.</p>	<p>Motion approved with corrections.</p> <p>Lynn will contact the department to determine which editions of the text books are being used.</p>
<p><b>WOMN 31</b></p>	<p>WOMN 31 (<i>American Indian Women</i>) is being revised as part of Program Review. This course is also offered as ANTH 31 and ETNC 31. The committee was unclear which editions of the text books are to be used.</p> <p><b>Course Data Sheet</b>, Item #7, replace “WOMN 31 and ANTH 31” with “ANTH 31 and WOMN 31”; Item #14, delete checkmark from “D-Historical Setting” box, add checkmark to “D-Social, Economic Institutions”, delete comment box in the right hand margin; and, Item #16, delete comment boxes (2) in the right hand margin.</p> <p><b>Course Outline</b>, Item #2, Line #1, replace “LG-C/NC” with “LG-P/NP”; Line #5, replace “Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155” with “Advisory: Eligibility for ENGL 1A”.; Item #3, Line #1, replace “Advisories: Eligibility for ENGL 111 and 112 or ENSL 110 and 155” with “Advisory: Eligibility for ENGL 1A”, Line #4, replace “LG-C/NC” with “LG-P/NP”; Item #11a, replace “Eligibility for ENGL 111 and 112 or ENSL 110 and</p>	<p>Motion to approve with corrections:  Paola  Seconded: Richard</p> <p>Motion approved with corrections.</p> <p>Lynn will contact the department to determine which editions of the text books are being used.</p>

<p><b>WOMN 31 (continued)</b></p>	<p>155” with “Eligibility for ENGL 1A”; and, Item #16, Line #2, replace “a Reader comprised” with “an instructor compiled reader comprised” and delete comment box in the right hand margin.  <b>Basic Skills Advisories: Content Review Form</b>, move response in Target Course Box #2 (Eligibility for ENGL 111/112 or ENSL 110/155) to Target Course Box #3 (Eligibility for ENGL 1A) and delete comment box in the right hand margin.</p>	
<p><b>COHS 420</b></p>	<p>COHS 420 (<i>Prepared Childbirth</i>) is being updated as part of Program Review.</p> <p><b>Corrections noted:</b>  <b>Course Revision Form</b>, Item A, replace “Fall 2008” with “Fall 2009” and delete the comment box in the right hand margin; Item D, replace sentence #1 with, “This course is being revised as part of Program Review.”, delete sentence #3, and delete the comment box in the right hand margin.  <b>Course Data Sheet</b>, Item #23, add “This is a stand-alone course.”  <b>Course Outline</b>, Item #4, delete comment box in the right hand margin; Item #5, delete comment box in the right hand margin; and, Item #14, delete comment box in the right hand margin.</p>	<p>Motion to approve with corrections:  Richard  Seconded: LaRon  Motion approved with corrections.</p>
<p><b>COHS 450</b></p>	<p>COHS 450 (<i>Walk and Win</i>) is being updated as part of Program Review.</p> <p><b>Corrections noted:</b>  <b>Course Revision Form</b>, Item A, replace “Fall 2008” with “Fall 2009” and delete the comment box in the right hand margin; Item D, replace sentence #1 with, “This course is being updated as part of Program Review.”, delete sentence #3, and delete the comment box in the right hand margin.  <b>Course Data Sheet</b>, Item #20, delete comment box in the right hand margin; and, Item #23, add “This is a stand-alone course.” and delete the comment box in the right hand margin.  <b>Course Outline</b>, Item #4, delete comment box in the right hand margin; Item #5, delete comment box in the right hand margin; and, Item #13b, delete the response.</p>	<p>Motion to approve with corrections:  Bill  Seconded: Richard  Motion approved with corrections.</p>

<p><b>ENGL 50</b></p>	<p>ENGL 50 (<i>Writing With Computers</i>) is being revised as part of Program Review. The existing prerequisite is being removed in order to conform to current practice.</p> <p><b>Corrections noted:</b>  <b>Course Revision Form</b>, Item A, Replace “Spring 2009” with “Fall 2009”; and, Item C, Change to, Line #4, add “P/NP” to the end of the line.  <b>Course Data Sheet</b>, Item #11, replace “Already” with “Currently”; and, Item #12, delete comment boxes (2) in the right hand margin.  <b>Course Outline</b>, Item #2, Line #1, replace “and a half” with “one and one-half”; and, Item #13a, Line #9, replace “work” with “word” and delete comment box in the right hand margin.</p>	<p>Motion to approve with corrections:  LaRon  Seconded: Paola</p> <p>Motion approved with corrections.</p>
<p><b>ENGL 320</b></p>	<p>ENGL 320 (<i>Practical Reading</i>) is being revised as part of Program Review. The existing prerequisite is being removed in order to conform to current practice.</p> <p><b>Corrections noted:</b>  <b>Course Revision Form</b>, Item C, Change from, Line #9, replace “C/NC” with “P/NP” to the end of the line; Item C, Change to, Line #11, add “P/NP” to the end of the line.  <b>Course Data Sheet</b>, Item #11, replace “Already” with “Currently”; and, Item #12, replace “99” with “999”.  <b>Course Outline</b>, Item #2, Line #2, delete “CD-ROM”; Item #12, delete the period (.); and, Item #16, replace “CD-ROM” with “Software”.</p>	<p>Motion to approve with corrections:  Elizabeth  Seconded: LaRon</p> <p>Motion approved with corrections.</p>
<p><b>EMMS 271</b></p>	<p>EMMS 271 (<i>First Responder Basic Training</i>) is being revised as part of Program Review.</p> <p><b>Corrections noted:</b>  <b>Course Revision Form</b>, Item A, Replace “Spring 2009” with “Fall 2009”; Item B (16) delete comment box in the right hand margin; Item C, Change from, Line #3, add previous course outline content; and, Item C, change to, Line #4, add revised course</p>	<p>Motion to approve with corrections:  Elizabeth  Seconded: LaRon</p> <p>Motion approved with corrections.</p>

	<p>outline content.</p> <p><b>Course Data Sheet</b>, Item #4, delete comment box in the right hand margin; Item #11, replace “Fall 2008” with “Currently offered” and delete the comment box in the right hand margin; and, Item #23, add “This is a stand-alone course.”</p> <p><b>Course Outline</b>, Item #2, Line #1, replace “CNC” with “P/NP”; and, Item #3, Line #2, replace “C/NC” with “P/NP”.</p>	
<b>EMMS 271R</b>	<p>EMMS 271R (<i>First Responder Recertification</i>) is being revised as part of Program Review.</p> <p><b>Corrections noted:</b></p> <p><b>Course Revision Form</b>, Item B (16) delete comment box in the right hand margin; Item C, Change from, Line #3, add previous course outline content; and, Item C, change to, Line #4, add revised course outline content.</p> <p><b>Course Data Sheet</b>, Item #4, delete checkmark from the “AA/AS Degree” box and delete the comment box in the right hand margin; Item #11, replace “Fall 2008” with “Currently offered” and delete the comment box in the right hand margin; and, Item #23, add “This is a stand-alone course.”</p> <p><b>Course Outline</b>, Item 32, Line #1, replace “C/NC” with “P/NP”; Item #3, Line #3, add “P/NP” to end of the line; Item #5, delete comment box in the right hand margin; and, Item #13a, renumber with content numbers beginning on Line #2.</p>	<p>Motion to approve with corrections: Richard Seconded: Bill</p> <p>Motion approved with corrections.</p>
<b>PARK 167</b>	<p>Due to time constraints, PARK 167 (<i>Natural Resource Management: Intermediate</i>) is a new course which is designed to provide ongoing training to Parks and Recreation employees in resources management of the California State Parks.</p> <p><b>Corrections Noted:</b></p> <p><b>Course Data Sheet</b>, Item #11, delete comment box in the right hand margin.</p>	<p>Motion to approve with correction: Richard Seconded: Bill</p> <p>Motion approved with correction.</p>
<b>HOSP 52</b>	<p>Due to time constraints, HOSP 52 (<i>Guest Services Management</i>) is continued to the next committee meeting.</p>	<p>Discussion of this course is postponed until next week’s meeting.</p>



<b>Interior Design – Program Change</b>	Due to time constraints, The Interior Design Program is continued to the next committee meeting.	Discussion of this course is postponed until next week’s meeting.
<b>INTD 61</b>	Due to time constraints, INTD 61 ( <i>Rendering and Perspective</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until next week’s meeting.
<b>LETP 145B</b>	Due to time constraints, LETP 145B ( <i>POST Basic Academy Modular II</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until next week’s meeting.
<b>MEDA 113</b>	Due to time constraints, MEDA 113 ( <i>Medical Procedure Coding</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until next week’s meeting.
<b>NURS 267A</b>	Due to time constraints, NURS 267A ( <i>Critical Care Nursing</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until next week’s meeting.
<b>PHIL 2</b>	Due to time constraints, PHIL 2 ( <i>Introduction to Philosophy</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until next week’s meeting.
<b>PHIL 8</b>	Due to time constraints, PHIL 8 ( <i>Introduction to Philosophy</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until next week’s meeting.
<b>SOCI 3</b>	Due to time constraints, SOCI 3 ( <i>Introduction to Social Psychology</i> ) is continued to the next committee meeting.	Discussion of this course is postponed until next week’s meeting.
<b>Next meeting:</b> June 3, 2009, LTC 232		