

Curriculum Advisory Committee Meeting Notes

DATE: Sept. 24, 2008 LOCATION: LTC 232			
✓	Richard Abend, ESL	✓	Beth Penney, Basic Skills
✓	Bill Easton, Library		Tom Rebold, Business and Technology
✓	Paola Gilbert, Humanities		Vacant, Creative Arts
✓	Michael Gilmartin, Administration		Vacant, Life Science
✓	Elizabeth Harrington, Articulation Officer		Vacant, Nursing
✓	Lynn Iwamoto, Chairperson/Physical Science		Vacant, Physical Education
	LaRon Johnson, Counseling		Vacant, Student Representative
✓	Tom Logan, Social Science		Vacant, Supportive Services
	Jonathan Osburg, Academic Senate		

Meeting Chaired by: Lynn Iwamoto
 Notes Submitted by: Elizabeth Harrington
 Guest: Fred Hochstaedter

Agenda Item	Discussion / Comments	Action
Approval of Notes: 9/10/08	Corrections noted: Agenda Item Stand Alone Course Training, line #2, replace “Karras” with “Karas”	Motion to approve with correction: Tom L. Seconded: Richard Motion approved with correction.
Discussion Distance Education Fred Hochstaedter	Fred acknowledged the committee’s past work in developing a mission statement for distance education, which was approved in May, 2007. The senate is working to develop a distance education plan which integrates the work of CAC and the recommendations of the joint Academic Senate/MPCTA Committee on Distance Education. Fred shared a draft list of suggestions he will present to the Academic on Senate on Oct. 2 nd . His recommendations acknowledge the work of the CAC and the Academic Senate/MPCTA group and are directed toward the establishment of a detailed Distance Education Plan which is backed by research. Among other things, his recommendations include updating the Distance Learning Handbook developed by the Office of Instructional Technology and Development, reviewing board policy related to distance education for revision and additions, and addressing accreditation issues related to distance education.	FYI

<p>Consent Agenda ASTR 10L AUTO 100 AUTO 101 CHEM 1B CHEM 151 ENGR 1 ENGR 8 ENGR 12 GEOL 8 MATH 360 OCEN 2 PHYS 10</p>	<p>The courses listed in today's Consent Agenda have been updated as part of Program Review. Student Learning Outcomes (SLOs) were originally submitted as objectives for AUTO 100 (<i>Introduction to Automotive Technology</i>) and AUTO 100 (<i>Engine Repair</i>). These objectives have been corrected and the SLOs have been included as attachments to the Course Outlines.</p>	<p>Motion to accept courses as presented: Bill Seconded: Paola Motion approved.</p>
<p>CHEM 1A (removed from Consent Agenda)</p>	<p>CHEM 1A (<i>General Chemistry</i>) is being revised as a part of Program Review. The revision adds an advisory of Eligibility for English 1A. Student Learning Outcomes are not attached to the Course Outline.</p> <p>Corrections noted: Course Data Sheet, Item #7, add a checkmark to the "Yes" box, delete the checkmark in the "No" box, and add "Prerequisite for BIOL 21, Corequisite for BIOL 22." Course Outline, Item #13a, delete the sentence above the content list and delete the comment box in the right hand margin. Add Student Learning Outcomes as an attachment.</p>	<p>Motion to approve with corrections and pending submission of Student Learning Outcomes: Richard Seconded: Tom L. Motion approved with corrections and pending submission of Student Learning Outcomes.</p>
<p>GEOL 2L (removed from Consent Agenda)</p>	<p>GEOL 2L (<i>Introductory Geology Lab</i>) is being revised as part of Program Review. Student Learning Outcomes are not attached to the Course Outline.</p> <p>Corrections noted: Course Data Sheet, Item #15, delete the comment box in the right hand margin; Item #17, delete "Assumes taking GEOL 2 concurrently, as required," and delete the comment box in the right hand margin. Course Outline, add Student Learning Outcomes as an attachment.</p>	<p>Motion to approve with corrections and pending submission of Student Learning Outcomes: Elizabeth Seconded: Paola Motion approved with corrections and pending submission of Student Learning Outcomes.</p>

<p>MATH 40 (removed from Consent Agenda)</p>	<p>MATH 40 (<i>Discrete Mathematics</i>) is being revised as part of Program Review. Student Learning Outcomes are not attached to the Course Outline.</p> <p>Corrections noted: Course Data Sheet, Item #7, delete “or engineering.” Course Outline, add Student Learning Outcomes as an attachment. Course Prerequisite/Corequisite: Content Review Form, Item #4, line #3, replace “Math 317” with “Math 2150”, replace “Discrete Math Structure” with “Discrete Structures”, replace “Math 120 Calc I” with “Math 1304”, and replace “CSU Chico” with “CSU East Bay.”</p>	<p>Motion to approve with corrections and pending submission of Student Learning Outcomes: Beth Seconded: Bill</p> <p>Motion approved with corrections and pending submission of Student Learning Outcomes.</p>
<p>ASTR 10</p>	<p>ASTR 10 (<i>Introduction to Astronomy</i>) is being revised as part of Program Review. Student Learning Outcomes are not attached to the Course Outline.</p> <p>Corrections noted: Course Outline, Item #13a, delete the comment line above the content list; and, add Student Learning Outcomes as an attachment. Distance Education Form, Item #3, delete comment box from the right hand margin; Item #7, delete comment box from the right; Item # 9, delete comment box from the right hand margin: Item #9, delete comment box from the right hand margin; Item #11, delete comment box from the right hand margin; and, Item # 13, check and update the website address as necessary, and delete comment box from the right hand margin.</p>	<p>Motion to approve with corrections and pending submission of Student Learning Outcomes: Paola Seconded: Bill</p> <p>Motion approved with corrections and pending submission of Student Learning Outcomes.</p>
<p>DRAF 70</p>	<p>DRAF 70 (<i>Drafting and Perspective</i>) is being revised in response to a request from the UC Office of The President for submission of Drafting and Perspective courses for possible inclusion on the UC Transfer Course Agreement (TCA). If approved for the TCA this course would be available for course-to-course articulation within the UC system. With the new course number, this course will now transfer to the CSU system. A Basic Skills Advisory is being added for “Eligibility for ENGL 111 and 112 or ENSL 110 and 155”. Student Learning Outcomes are not attached to the Course Outline.</p> <p>Corrections noted:</p>	<p>Motion to approve with corrections and pending submission of Student Learning Outcomes: Richard Seconded: Bill</p> <p>Motion approved with corrections and pending submission of Student Learning Outcomes.</p>

<p>DRAF 70 (continued)</p>	<p>Course Revision Form, Item C, change from, line #3, replace “from100” with “from 100”; Item C, Change to, replace line #2 with “Added Basic Skills Advisory: Eligibility for ENGL 111 and 112 or ENSL 110 and 155; and, line #3, replace “from100” with “from 100”; Item D, replace the current response with, “This course is being renumbered in order to make it available for articulation with CSU and UC campuses.”</p> <p>Course Data Sheet, Item #3, replace the statement with, “This course is being renumbered in order to make it available for articulation with CSU and UC campuses.”; Item #19, replace “A” with “B”; Item #23, add a check mark to the second box.</p> <p>Course Outline, add Student Learning Outcomes as an attachment.</p> <p>Basic Skills Advisories: Content Review Form, Box #2, replace “Take class notes” with “Take notes in an organized, logical, sequential manner.”</p>	
<p>DRAF 72A</p>	<p>DRAF 72A (<i>Introduction to Computer-Aided Design</i>) is revised in response to a request from the UC Office of The President for submission of Drafting and Perspective courses for possible include on the UC Transfer Course Agreement (TCA). With the new course number, this course will now transfer to the CSU system. Student Learning Outcomes are not attached to the Course Outline.</p> <p>Corrections noted: Course Revision Form, Item C, change from, line #3, replace “from125A” with “from 100”; Item C, Change to, line #3, replace “from100” with “from 125A”; Item D, replace the current response with, “This course is being renumbered in order to make it available for articulation with CSU and UC campuses.” Course Data Sheet, Item #3, replace the statement with, “This course is being renumbered in order to make it available for articulation with CSU and UC campuses.”; Item #19, replace “A” with “B”; Item #23, add a check mark to the second box. Course Outline, Item #5, delete “6”; and, add Student Learning Outcomes as an attachment. Basic Skills Advisories: Content Review Form, Box #2, replace “Take class notes” with “Take notes in an organized, logical, sequential manner.”</p>	<p>Motion to approve with corrections and pending submission of Student Learning Outcomes: Tom L. Seconded: Paola</p> <p>Motion approved with corrections and pending submission of Student Learning Outcomes.</p>

<p>DRAF 72B</p>	<p>DRAF 72B (<i>Advanced Computer-Aided Design</i>) is revised in response to a request from the UC Office of The President for submission of Drafting and Perspective courses for possible include on the UC Transfer Course Agreement (TCA). Previously this course was numbered as a non-transferable course; it will now transfer to the CSU system and may be eligible for UC transfer. Student Learning Outcomes are not attached to the Course Outline.</p> <p>Corrections noted: Course Revision Form, Item C, change from, line #3, replace “from125A” with “from 100”; Item C, Change to, line #3, replace “from100” with “from 125A”; Item D, replace the current response with, “This course is being renumbered in order to make it available for articulation with CSU and UC campuses.” Course Data Sheet, Item #3, replace the statement with, “This course is being renumbered in order to make it available for articulation with CSU and UC campuses.”; Item #19, replace “A” with “B”; Item #23, add a check mark to the second box. Course Outline, add Student Learning Outcomes as an attachment. Basic Skills Advisories: Content Review Form, Box #2, replace “Take class notes” with “Take notes in an organized, logical, sequential manner.”</p>	<p>Motion to approve with corrections and pending submission of Student Learning Outcomes: Paola Seconded: Bill</p> <p>Motion approved with corrections and pending submission of Student Learning Outcomes.</p>
<p>GEOL 2</p>	<p>GEOL 2 (<i>Introductory Geology</i>) is being revised as part of Program Review. Student Learning Outcomes are not attached to the Course Outline.</p> <p>Corrections noted: Course Data Sheet, Item #15, delete comment box in the right hand margin. Course Outline, Item #2, delete “Also offered in the LivingRoom Series.”; and, delete the comment box in the right hand margin; and, add Student Learning Outcomes as an attachment. Basic Skills Advisories: Content Review Form, ENGL 111/112 or ENSL 110/155 box, line #2, replace “write college-level” with “write short college-level.”</p>	<p>Motion to approve with corrections and pending submission of Student Learning Outcomes: Paola Seconded: Bill</p> <p>Motion approved with corrections and pending submission of Student Learning Outcomes.</p>

<p>GENT 99.75</p>	<p>GENT 99.75 (<i>Travel Study: Archaeological Treasures of Egypt and Nubia</i>) is a new course which is designed to allow students to exploring Egyptian and Nubian culture and art in greater depth. This is a stand-alone course.</p> <p>Corrections noted: Course Data Sheet, Item #23, add the following statement, “This is a stand-alone course.” Course Outline, Item #2, Line #3, replace “English” with “ENGL”; Item #3, Line #1, replace “English” with “ENGL”; Item #14, Objective # 2, replace “Understand” with “Summarize”; and Item #14, Objective #4, replace “Understand” with “Explain.”</p>	<p>Motion to approve with corrections: Richard Seconded: Paola</p> <p>Motion approved with corrections.</p> <p>The Curriculum/Scheduling/Catalog Technician will be notified that this is a new, stand alone course.</p>
<p>INTD 62</p>	<p>INTD 62 (<i>Principles of Green Building Design</i>) is a new course which is being added to the Interior Design program in order to provide students the opportunity to explore current concepts of green building design. Student Learning Outcomes have been included as part of the Course Outline. They should be removed from the body of the Course Outline and included as a separate attachment.</p> <p>Corrections noted: Course Outline, Page 4 of 3, delete the Student Learning Outcomes from the Course Outline and attach them as a separate document.</p>	<p>Motion to approve with corrections: Beth Seconded: Richard</p> <p>Motion approved with corrections.</p>
<p>Interior Design Program Change</p>	<p>The Interior Design Program is being revised to reflect the course number changes of DRAF 100, 125A, and 125B to DRAF 70, 72A, and 72B. It also adds INTD 62 (<i>Principles of Green Building Design</i>) to the list of required course.</p> <p>Correction noted: Certification Requirements, total units, change “39” to “42.”</p>	<p>Motion to approve with correction: Richard Seconded: Paola</p> <p>Motion approved with correction.</p>
<p>Stand Alone Course Training</p>	<p>Lynn held Stand Alone Course Training in lieu of the regular CAC meeting on Wednesday, Sept. 17th, in the Sam Karas Room. This training was conducted, as required by the Chancellor’s Office, for new committee members and for the Deans.</p>	<p>FYI</p>
<p>Next meeting: Oct. 1, 2008, LTC 232</p>		