

Curriculum Advisory Committee Meeting Notes

DATE: May 21, 2008		LOCATION: LTC 232	
✓	Bernadine Abbott, Library	✓	Tom Rebold, Business and Technology
✓	Richard Abend, ESL	✓	Susan Walter, Chairperson
✓	Michael Gilmartin, Administration		Jason Walters, Student
✓	Elizabeth Harrington, Articulation Officer		Vacant, Life Science
✓	Lynn Iwamoto, Physical Science		Vacant, Creative Arts
✓	LaRon Johnson, Academic Senate		Vacant, Physical Education
✓	Tom Logan, Social Science		Vacant, Supportive Services
	Jonathan Osburg, Humanities		Vacant, Nursing
✓	Beth Penney, Basic Skills		

Meeting Chaired by: Susan Walter

Notes Submitted by: Elizabeth Harrington

Guests: Deidre Sullivan, Fred Hochstaedter

Agenda Item	Discussion / Comments	Action
Approval of Notes: 5/14/08	<p>Corrections noted: Attendance Block, add a checkmark beside Jason Walter's name. Agenda Item HUMA 40, add quotation marks at the end of the last line. Agenda Item PHIL 40, add quotation marks at the end of the last line. Agenda Item WOMN 40, add quotation marks at the end of the last line. Agenda Item MAST 232, line #4, replace "Diedre" with "Deidre." Agenda Item MAST 233, line #4, replace "Diedre" with "Deidre."</p>	<p>Motion to approve with corrections: Beth Secoded: Lynn</p> <p>Motion approved with corrections.</p>
MAST 232 Deidre Sullivan	<p>The committee discussed concerns raised last week regarding MAST 232 (<i>Scuba Diving Certification Course</i>) with Deidre Sullivan. She explained that scuba diving certification is a prerequisite of MAST 34 (<i>Research Diving and Safety</i>) and that this course, taken in conjunction with MAST 233, is designed to provide students the opportunity to acquire the necessary certification and skills. She explained that scuba diving instructors carry a personal liability for years after a course is completed and that, therefore, students could</p>	<p>Motion to approve with corrections: Bernie Secoded: Richard</p> <p>Motion approved with corrections.</p>

<p>MAST 232 (continued)</p>	<p>conceivably pass the course but not be deemed ready for certification by the instructor. Students would then have to retake the course. She explained that a prerequisite for the course might discourage students for enrolling in this, or other, MAST courses.</p> <p>The committee discussed Title 5 regulations for repeatability and regulations which disallow embedding requirements within course descriptions. It was agreed that MAST 232 should not be considered successfully completed until a student is able to receive scuba certification. This would allow students to repeat the course without petitioning the Academic Council.</p> <p>Corrections noted: Course Outline, Item #2, line #4, replace “can” with “will”; and, replace “Ability to pass swim test required” with “The ability to pass a swim test is required to pass the course.” Item #2, line #5, delete “May be taken four times for credit.” Item #5, add a checkmark to the “No” box and delete the checkmark from the “Yes” box, and delete “3.”</p>	
<p>MAST 233 Deidre Sullivan</p>	<p>The committee discussed concerns raised last week regarding MAST 233 (<i>Advanced Scuba Diving Certification Course</i>) with Deidre. She explained that advanced scuba diving certification is the preferred prerequisite of MAST 34 (<i>Research Diving and Safety</i>) and that this course is designed to provide advanced level certification and skills. This is a four week course that will be scheduled to run after MAST 232, allowing students to take both levels of scuba certification in one semester. She had reservations regarding the presence of a prerequisite which might discourage students from taking this course at MPC. She also expressed the need for the course to be repeatable for the same reasons as MAST 232.</p> <p>In light of the conversation regarding Title 5 regulations for repeatability, it was agreed that MAST 233 should not be considered successfully completed until a student is able to receive advanced scuba certification. This would allow students to repeat the course without petitioning the Academic Council. Deidre was advised to add</p>	<p>Motion to approve with corrections: Tom L. Seconded: Tom R.</p> <p>Motion approved with corrections.</p> <p>Deidre will complete the necessary paperwork to add a prerequisite of MAST 232 to this course and to revise the existing prerequisite for MAST 34.</p>

<p>MAST 233 (continued)</p>	<p>a prerequisite of MAST 232. This will allow any student successfully completing MAST 232 to enroll, without impediment, in MAST 233.</p> <p>Corrections noted: Course Outline, Item #2, line #4, replace “can” with “will”; and, line #5, delete “May be taken four times for credit.” Remove “Scuba certification is required before the start of this course” from the Course Description; add prerequisite of MAST 232 or scuba certification. Item #3, add prerequisite to Schedule Description Item #5, add a checkmark to the “No” box and delete the checkmark from the “Yes” box, and delete “3.”</p>	
<p>Marine Science and Technology Program Change</p>	<p>This Marine Science and Technology Certificate of Achievement and Associate in Science Degree Program is being revised to include MAST 232 and MAST 233 as selective electives.</p>	<p>Motion to approve with corrections: Richard Seconded: Lynn</p> <p>Motion approved with corrections.</p>
<p>MUSI 99.11</p>	<p>Susan shared with the committee John Anderson’s response to its concern regarding the target population for MUSI 99.11 (<i>Travel Study: Honor Jazz Band Tour to Japan</i>). In an email, he quoted Rob Klevan at the Jazz Festival as saying that there was nothing to exclude a person from auditioning for the band; however, most of the participants are of high-school age and that “adults may accompany the tour as non-playing participants.” The committee did not feel it could approve the course as proposed given that Title 5 requires stand-alone courses to follow the college’s mission and population and high school students are outside the target population of the college.</p>	<p>Motion to deny course as proposed: Beth Seconded: Tom L.</p> <p>Motion approved with corrections.</p>
<p>MATH 262</p>	<p>MATH 262 (<i>Plane Geometry</i>) is being updated as part of program review.</p> <p>Corrections noted: Course Data Sheet, Item #2, replace “Tracie Catania” with “Elisabeth Chovick.” Course Outline, Item #2, line #5 delete “Prerequisite completed within the last two years”; Item #11b, delete “Prerequisite completed within the last two years”;</p>	<p>Motion to approve with corrections: Tom R. Seconded: Lynn</p> <p>Motion approved with corrections.</p>

	Item #16, replace text book information with “Elementary Geometry For College Students by Daniel C. Alexander and Geralyn M. Koeberlein (2006).”	
SLOs Fred Hochstaedter	<p>Fred presented the committee with a revised draft of a two-part form designed, as a pilot project, to provide a record and act as an assessment tool for SLOs and student success. Each term, this form would be filled out by instructors for every course section taught. Sharing of this information would be done anonymously and is not intended to provide a statistical measurement of success.</p> <p>The committee discussion included the value of developing reporting documents and concerns regarding the potential use of SLOs in faculty evaluation. There was concern regarding the amount of time it would take instructors to document student achievement of objectives and outcomes for each section taught. There was concern expressed that there are significant differences in the level of intensity that this sort of documentation would require for different disciplines, and that requiring compliance with this level of reporting should be a negotiated item.</p>	Discussion will continue.
CAC Flow Chart	Susan distributed a text version of a revised flow chart of the curriculum process for the committees review and comment. This flow chart is necessary for the development of the CurricUNET system.	FYI
Next meeting: May 28, 2008, LTC 232		