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GAVILAN BOARD OF TRUSTEES
Curriculum Summary
June 11, 2013

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CONSENT AGENDA

Cultural Diversity Update:
POLS 3

Modify Course:
KIN5, KIN 15, KIN 22, KIN 23, KIN 39, KIN 74, KIN 79, KIN 80, KIN 81, KIN 82, KIN 83
Change TOP code from Physical Education (083500) to Kinesiology (127000).

Inactivate courses.
Art 74, 76, 77, 80, 85, 107, 108, 110, 113, 114, 116, 117, ART 75, ART 140
Correction to Summary: Over the past two curriculum meetings, the above courses were un-cross listed from DM and CSIS. These courses were also inactivated, but the inactivation was not reflected in the summary.

ESL 510A, Basic ESL I
Two new noncredit courses were created to include ESL 510A's objectives and content.

Non Substantial Change to a Program
Business AA Degree
Update program learning outcomes.

MODIFICATIONS TO EXISTING COURSES – FORM C

Cooperative Work Experience Courses
Reinstate courses: ACCT 190, AH 190, AJ 190, AMT 190, ART 190, BOT 190. BUS 190, CARP 290, CD 190, CGD 190, COS 290, CSIS 190, CWE 190, CWE 192, CWE 290, DRTL 290, JOUR 190, MGMT 190, MKTG 190, MUS 190, WTRM 190
Reason for reactivation:
As you recall, our committee approved a conversion of the CWE classes from 190 to 190 A and B, to allow for an additional level of courses to address potential repeatability issues. We have since learned that repeatability is not an issue for these courses. Additionally, we have determined that splitting these courses will result in problems in tracking the total number of units which in this case cannot exceed 16 overall.
In the curriculum tech committee meeting yesterday, we decided to reverse this decision in order to make the appropriate changes to the courses prior to the start of the registration on Tuesday. We recognize that this is an unusual circumstance, but realized that if the changes were not made immediately that students would be impacted when they register. We will bring an action back to the curriculum committee at our final meeting of the semester to finalize this change.

BOT 181	**Medical Billing**		**3 Units, 3 Lec, 0 Lab**	
Change units, hours and title:				
FROM:	Medical Billing - Medisoft	2	1	3
TO:	Medical Billing	3	3	0

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Reason for modification: Recent changes have made medical billing increasingly complex, so more time is needed. The class also includes concepts that are not specific to a particular software product, so the description no longer specifies the software to be used.
Change description:

> This course is an introduction to computerized billing procedures for a medical front office. Students will learn the patient billing features of the software and complete a capstone simulation project.

Update methods of instruction, student learning outcomes, textbook, content and methods of evaluation.

BUS 1   **Fundamentals of Business**   **3 Units, 3 Lec, 0 Lab**
Change description:

> A survey in business providing a multidisciplinary examination of how culture, society, the economic system, the legal environment, international and political issues, financial institutions, and human behavior interact to affect a business organization's policy and practices within the U.S. abroad. Demonstrates how these influences impact the primary areas of business including: organizational structure and design, leadership, human resources management, organized labor practices; marketing; organized communication; technology; entrepreneurship; legal, accounting, financial practices; the stock and securities markets; and therefore affect a business's ability to achieve its organizational goals. This course has the option of a letter grade or pass/no pass. Previously listed as GBUS 1.

Reason for modification: Aligns with C-ID descriptor BUS 110.

BUS/BOT 100 **Business Correspondence**   **3 Units, 3 Lec, 0 Lab**
Change description:

> Using word processing software, students will plan, compose, and revise a variety of business documents including letters, emails, reports, and memos. Messages will be analyzed to develop correspondence that is appropriate to the target audience and that is effective and professional. Using presentation graphics software, students will prepare professional level oral reports for a variety of business situations. This course is also listed as BOT 100.

Reason for modification: Align with C-ID course BUS 115.
Update methods of instruction, student learning outcomes, cultural diversity, textbook, content and methods of evaluation.
Cross list with BOT 100.

CSIS 8   **Introduction to the Internet**   **1 Unit, 1 Lec, 0 Lab**
Change description:

> Topics include networking fundamentals, webpages and HTML, online security basics, and business email etiquette. Students will learn techniques to search efficiently for information and evaluate its credibility.

Update textbooks, student learning outcomes and content.

CSIS 26   **Discrete Structures**   **4 Units, 4 Lec, 0 Lab**
Change title:
FROM: Discrete Mathematics
TO: Discrete Structures
Change prerequisite:
FROM: MATH 10
TO: CSIS 5 or CSIS 45 or CSIS 46
Reason for modification: Align with C-ID descriptor for COMP 152, Discrete Structures.
Update textbooks, student learning outcomes and content.

CSIS 43   **C Programming**   **4 Units, 3 Lec, 3 Lab**
Update textbooks, student learning outcomes and content.

CSIS 179   **Introduction to Information Security**   **4 Units, 4 Lec, 0 Lab**
Change hours:
FROM: 4 Units, 3 Lec, 3 Lab
TO: 4 Units, 4 Lec, 0 Lab
Reason for modification: Students can do hands-on exercises as homework using simulation software.
Quizzes are taken online, freeing up class time for lecture and discussion.
Update methods of instruction, student learning outcomes, textbook, content and methods of evaluation.

CSIS 181   **PC Hardware**   **4 Units, 4 Lec, 0 Lab**
Change hours:
FROM: 4 Units, 3 Lec, 3 Lab
TO: 4 Units, 4 Lec, 0 Lab
Reason for modification: Students can do hands-on exercises as homework using simulation software.
Quizzes are taken online, freeing up class time for lecture and discussion.
Update methods of instruction, student learning outcomes, textbook, content and methods of evaluation.

CSIS 182   **Operating Systems**   **4 Units, 4 Lec, 0 Lab**
Change hours:
FROM: 4 Units, 3 Lec, 3 Lab
TO: 4 Units, 4 Lec, 0 Lab
Reason for modification: Students can do hands-on exercises as homework using simulation software.
Quizzes are taken online, freeing up class time for lecture and discussion.
Change description:
>   This course will survey current computer operating systems. Topics include file system
>   management, systems requirements, network systems integration, security, and regular
>   maintenance procedures.
Update methods of instruction, student learning outcomes, textbook, content and methods of evaluation.

ECON 1   **Principles of Macroeconomics**   **3 Units, 3 Lec, 0 Lab**
Reason for modification: Aligns with C-ID descriptor Econ 202.

ECON 2   **Principles of Microeconomics**   **3 Units, 3 Lec, 0 Lab**
Change description:
>   Introduction to microeconomic principles, theory, and analysis. Topics include scarcity and
>   resource allocation, specialization and exchange, and the determinants and distribution of output,
>   income, and welfare through the market system, as well as elasticity, production and cost theory,
>   and market failure caused by externalities and asymmetric information. Includes consumer
>   choice and utility maximization, as well as profit maximization in various competitive settings.
>   Letter grade or pass/ no pass.
Reason for modification: Aligns with C-ID descriptor Econ 201.

ENGL 2E   **Introduction to Women Writers**   **3 Units, 3 Lec, 0 Lab**
Update textbook, cultural diversity and student learning outcomes.

ENGL 9C   **Creative Writing: Poetry**   **3 Units, 3 Lec, 0 Lab**
Change title:
FROM: Poetry Writing

TO: Creative Writing: Poetry
Change description:
> This course is an immersion into poetry and its creation, providing students opportunities to practice the craft of poetry, receive feedback, and read poems by established writers. Emphasis will be placed on a variety of poetic forms and the development of terminology useful in both creating and analyzing poetry.

Change Prerequisite:
FROM: English 9A with a grade of C or better.
TO: Eligible for ENGL 1A or completion of ENGL 9A.

ENGL 9D   **Creative Writing: Fiction**   **3 Units, 3 Lec, 0 Lab**
Change title:
FROM: Advanced Fiction
TO: Creative Writing: Fiction
Change description:
> This course is an immersion into fiction and its creation, providing students opportunities to practice the craft of fiction, receive feedback, and read fiction by established writers. Emphasis will be placed on exploring a variety of fictional elements and the development of terminology useful in both creating and analyzing fiction.

ENGL 12A   **Tutoring Writers: Training**   **2 Units, 2 Lec, 0 Lab**
Change units, hours and title:
FROM: Tutoring Writers: Training/Theory & Practice   1-3 Units, 1-3 Lec, 0 Lab
TO: Tutoring Writers: Training   2 Units, 2 Lec, 0 Lab
Change description:
> Fundamentals of compositional theory, the writing process, peer-to-peer communication, and effective responses to writing will be covered. In addition, students will receive training in tutoring methodology, while participating in a community of writers that connects them to their own writing practice.

Justification for change: scheduled update required; eliminate variable units; distinguish content between Eng 12 tutoring courses.

ENGL 12B   **Tutoring Writers: Practice**   **1 Unit, 1 Lec, 0 Lab**
Change units, hours and title:
FROM: Tutoring Writers: Training/Theory & Practice   1-3 Units, 1-3 Lec, 0 Lab
TO: Tutoring Writers: Practice   1 Unit, 1 Lec, 0 Lab
Change description:
Practice in the writing process, peer-to-peer communication, interaction with faculty and
> educational institutions, and effective responses to writing will be covered. In addition, students will gain an understanding of writing pedagogy while participating in a community of writers that connects them to their own writing practice.

ENGL 12C   **Tutoring Writers: Theory**   **1 Unit, 1 Lec, 0 Lab**
Change units, hours and title:
FROM: Tutoring Writers: Training/Theory & Practice   1-3 Units, 1-3 Lec, 0 Lab
TO: Tutoring Writers: Theory   1 Unit, 1 Lec, 0 Lab
Change description:
> Compositional theory and responses to writing across the curriculum will be covered. In addition, students will gain an understanding of the methodology and theory of tutoring pedagogy, while participating in a community of writers that connects them to their own writing practice.

ENGL 12D   **Tutoring Writers: Research**   **1 Unit, 1 Lec, 0 Lab**
Change units, hours and title:
FROM: Tutoring Writers: Training/Theory & Practice   1-3 Units, 1-3 Lec, 0 Lab
TO: Tutoring Writers: Research   1 Unit, 1 Lec, 0 Lab
Change description:

> Compositional theory and responses to writing across the curriculum will be covered. In addition, students will gain form inquiry questions and conduct research on tutoring methods, while participating in a community of writers that connects them to their own writing practice.

ENGL 756   **GED Preparation**   **0 Units, 3 Lec, 0 Lab**
General update.

ESL 702A   **ESL Citizenship A**   **0 Units, 3 Lec, 0 Lab**
Update textbook and student learning outcomes.

ESL 702B   **ESL Citizenship B**   **0 Units, 3 Lec, 0 Lab**
Update textbook and student learning outcomes.

ESL 704A   **ESL for the Workplace**   **0 Units, 0 Lec, 10 Lab**
Update textbook and student learning outcomes.

ESL 704B   **ESL for the Workplace**   **0 Units, 0 Lec, 10 Lab**
Update textbook and student learning outcomes.

FRNH 1A   **Elementary French**   **5 Units, 5 Hours, 0 Lab**
Change Hours:
FROM: Elementary French   5 Units, 5 Hours, 1 Lab
TO: Elementary French   5 Units, 5 Hours, 0 Lab
Reason for change: Removing the "other" lab hour as they are not assigned a unit value and current technology (Moodle) allows us to provide the needed learning environment that once was required in an in-person lab. These "other" lab hours are now part of students' homework assignments via Moodle. Update textbook and cultural diversity.

FRNH 1B   **Elementary French**   **5 Units, 5 Hours, 0 Lab**
Change Hours:
FROM: Elementary French   5 Units, 5 Hours, 1 Lab
TO: Elementary French   5 Units, 5 Hours, 0 Lab
Reason for change: Removing the "other" lab hour as they are not assigned a unit value and current technology (Moodle) allows us to provide the needed learning environment that once was required in an in-person lab. These "other" lab hours are now part of students' homework assignments via Moodle. Update textbook and cultural diversity.

KIN 44A   **Aerobics - Level 1**   **.5-1 Unit, 0 Lec, 1.5 - 3 Lab**
Change number and title:
FROM: KIN 44   Aerobics
TO: KIN 44A   Aerobics - Level 1
Based on the new repeatability requirements for activity classes, we need to develop a "family" of courses for aerobics.
Change description

This course utilizes a variety of activities to improve one's aerobic fitness. Emphasis will be on student's exercising at a moderate exertion level. This course has the option of a letter grade or pass/no pass.

Update methods of instruction, student learning outcomes and content.

KIN 44B   **Aerobics - Level 2**   **.5-1 Unit, 0 Lec, 1.5 - 3 Lab**
FROM: KIN 44   Aerobics
TO: KIN 44B   Aerobics - Level 2
Based on the new repeatability requirements for activity classes, we need to develop a "family" of courses for aerobics.
Change description
This course utilizes a variety of activities to improve one's aerobic fitness. Emphasis will be on student's exercising at an intermediate exertion level. This course has the option of a letter grade or pass/no pass.

Update methods of instruction, student learning outcomes and content.

KIN 44C   **Aerobics - Level 3**   **.5-1 Unit, 0 Lec, 1.5 - 3 Lab**
FROM: KIN 44   Aerobics
TO: KIN 44C   Aerobics - Level 3
Based on the new repeatability requirements for activity classes, we need to develop a "family" of courses for aerobics.
Change description
This course utilizes a variety of activities to improve one's aerobic fitness. Emphasis will be on student's exercising at a high intensity level. This course has the option of a letter grade or pass/no pass.

Update methods of instruction, student learning outcomes and content.

MATH 5   **Introduction to Statistics**   **3 Units, 3 Lec, 1 Lab**
Update textbook and student learning outcomes.

MATH 8A   **First Half of Precalculus**   **4 Units, 4 Lec, 0 Lab**
Update textbook, student learning outcomes, content and methods of evaluation.

MATH 8B   **Second Half of Precalculus**   **4 Units, 4 Lec, 0 Lab**
Update textbook, student learning outcomes, content and methods of evaluation.

PHIL 7B   **History of Philosophy: Renaissance to Modern Periods**   **3 Units, 3 Lec, 0 Lab**
Change description:
This course is a survey of the history of Western philosophy from the Renaissance to the modern period, i.e., the philosophy of the 16th through 18th century. Particular attention will be paid to the metaphysics and epistemology of the 'rationalists' (Descartes, Leibniz, and Spinoza), the 'empiricists' (Locke, Berkeley, and Hume), and Kant. ADVISORY: Eligible for English 1A.
Update student learning outcomes, content.

PHYS 2A   **General Physics I**   **4 Units, 3 Lec, 3 Lab**
Change title:
FROM: General Physics
TO: General Physics I
Update textbook, student learning outcomes, content and methods of evaluation.

PHYS 2B   **General Physics II**   **4 Units, 3 Lec, 3 Lab**
Change title:
FROM: General Physics
TO: General Physics II
Update textbook, student learning outcomes, content and methods of evaluation.

PSYC 11   **Biological Psychology**   **3 Units, 3 Lec, 0 Lab**
Change title and number:
FROM: PSYC 1B   Introduction to Psychology
TO: PSYC 11   Biological Psychology
Update student learning outcomes and content.

SOC 3   **Sociology of Race, Ethnicity and Cultural Identity**   **3 Units, 3 Lec, 0 Lab**
Update textbook, cultural diversity, student learning outcomes and content.

SPAN 12A   **Spanish for Spanish Speakers**   **5 Units, 5 Lec, 0 Lab**
Updating content to meet cultural diversity. (This course was recently updated: 03/25/2013.)

SPAN 12B   **Spanish for Spanish Speakers**   **5 Units, 5 Lec, 0 Lab**
Updating content to meet cultural diversity. (This course was recently updated: 03/25/2013.)

MODIFICATIONS TO A PROGRAM

Studio Arts
Reducing Studio Arts program from 24 units to 22 units.

New Program Requirements:

Course #	Core Courses:	Unit Value
Art 2A	Two Dimensional Design	3
Art 13	Three Dimensional Design	3
Art 3A	Beginning Drawing: Form and Composition	3
Art 79	Portfolio Development	1
	Electives:	
	Art History: Choose 3 units:	
Art 1A	Art History	
Art 1B	Art History	
Art/Hist 21	Ancient Americas: A History through Art	3
	Drawing and Painting: Choose 6 units	
Art 3B	Beginning Drawing: Imagination/Expression	3
Art 14A	Beginning Mural Painting	3
Art 15A	Begining Painting: Form and Composition	3
Art 15B	Beginning Painting: Imagination/Expression	3
Art 34A	Life Drawing	3
Art 25A	Art Methods	3
	Sculpture: Choose 3 units	
Art 10A	Cultural History of Ceramics	3
Art 9A	Beginning Ceramics	3
Art 12A	Sculpture	3
	Total units for the certificate or degree	**22**
	Plus completion of General Education requirements:	**Units Vary**
	Total units Required for AA/AS Degree:	**60**

SPANISH NON-NATIVE SPEAKER OPTION
The Spanish program is consolidating the Non-Native Speaker Options 1, 2 and 3 AA degrees and Certificates into one (1) Non-Native Speaker Option AA degree and Certificate. The Native Speaker Option is being updated.

Course #	Core Courses:	Unit Value
	SPANISH NON-NATIVE SPEAKER OPTION	
SPAN 1A	Elementary Spanish	5
SPAN 1B	Elementary Spanish	5
SPAN 2A	Intermediate Spanish	5
SPAN 2B	Intermediate Spanish	5
	NOTE: If a student places out of any core course (s) and is not awarded units for that course, the student will need to take additional units to compensate for the course/units required to reach at least 18 total units in the major (Title 5 regulations). Course substitutions are made at the discretion of Gavilan College and may or may not be delineated in the local degree. Suggested substitutions include courses from the Electives listed below.	
ART 14		
ART 21/HIST 21		
ENG 2H		
FRNCH 1A		
FRNCH 1B		
HUM/HIST 12		
ANTH 3		
SOC 1		
CMUN 4		
THEA 3		
SPAN 8A		
SPAN 8B		
SPAN 8C		
SPAN 8D		
	Total units for the certificate or degree	**18-20**
	Plus completion of General Education requirements:	**Units Vary**
	Total units Required for AA/AS Degree:	**60**

SPANISH NATIVE SPEAKER OPTION

Updating Spanish Native Speaker Option - changing from 18 units to 19 units and adding more electives to the program.

	SPANISH NATIVE SPEAKER OPTION	
	Requirements:	
SPAN 12A		5
SPAN 12B		5
	Electives: Choose three courses (nine units) from the following list	9
ART 14		
ART 21/HIST 21		
ENG 2H		
FRNCH 1A		
FRNCH 1B		
HUM/HIST 12		
ANTH 3		
SOC 1		
CMUN 4		
THEA 3		
SPAN 8A		
SPAN 8B		
SPAN 8C		
SPAN 8D		
	Total units for the certificate or degree	**19**
	Plus completion of General Education requirements:	**Units Vary**
	Total units Required for AA/AS Degree:	**60 Units**

ASSOCIATE IN ARTS IN SPANISH FOR TRANSFER DEGREE
Add new Spanish Associate in Arts in Spanish for Transfer Degree to Spanish Program.

ASSOCIATE IN ARTS IN SPANISH FOR TRANSFER DEGREE	
Requirements:	
REQUIRED CORE: [20 units]	
SPAN 1A, Elementary Spanish (5)	5 units
SPAN 1B, Elementary Spanish (5)	5 units
SPAN 2A, Intermediate Spanish (5)	5 units
SPAN 2B, Intermediate Spanish (5)	5 units
NOTE: If a student places out of any core course (s) and is not awarded units for that course, the student will need to take additional units to compensate for the course/units required to reach at least 18 total units in the major (Title 5 regulations). Course substitutions are made at the discretion of Gavilan College and may or may not be delineated in the local degree. Suggested substitutions include courses from the Electives listed below.	
List A: Choose one course: [3 units minimum]	
SPAN 8A Conversational Spanish	3 units
SPAN 8B Conversational Spanish	3 units
SPAN 12A Spanish for Spanish Speakers	5 units
SPAN 12B Spanish for Spanish Speakers	5 units
FRNH 1A, Elementary French	5 units
FRNH 1B, Elementary French	5 units
ANTH 3, Introduction to Cultural Anthropology	3 units
SOC 1A, Intro to Sociology	3 units
CMUN 4, Intercultural Communication	3 units
Total Units in the Spanish for Transfer Major	**23 units**
Completion of CSU GE Breadth or IGETC	**39 – 42**
Units for Degree	**60**