

GAVILAN COLLEGE CURRICULUM MEETING
Monday, November 5, 2001
MINUTES

Present: L. Halper, B. Donovan, E. Alster, J. Howell, B. Funk, K. Bedell, S. Dodd, T. Flippen, A. Porcella, M. Levine, F. Lozano, D. VanTassel, R. Sharboneau, J. Olivas, K. Wagman, S. Carr, M. Johnson, J. Parker

Guests: Ellen Venable, Bea Lawn, Jean Meehan, Hope Jukl, Marlene Dwyer, Bob Beede

I. Call to Order

The meeting was called to order by chairwoman L. Halper at 2:07 p.m.

II. Approval of Minutes of October 22, 2001

Under Guests, addition of Rachel Perez. Under III. B. Graduation Requirement – Engl 1A or 250? add "There should be an Engl 1A substitute course for vocational students." Minutes were approved with additions, MSC Dodd/Wagman.

III. Old Business

A. Curriculum Reform

1. Technology Subgroup

This subgroup met and discussed ways to e-mail and transfer the forms to Acrobat format, and how to handle the signature functions. Joanne Howell suggested that she offer a workshop to train faculty on the new procedures. The subgroup is to look into signature issues with Acrobat. Efforts will be made to do this in time for next semester.

2. Structure Subgroup

It was generally agreed that fall for fall and spring for spring deadlines was too long, especially for CSIS technology. It was clarified that the process would be December for February and May for September, but for transferable classes it would still take a year. Fran Lozano to be dropped from this subgroup and Denny, Marlene Dwyer, and Sherrean to be added.

IV. New Business

A. Form C

1. PE 10/10A "Fundamentals of Softball" – MSC to table Wagman/Porcella
Under Methods of Evaluation, Category 3, change from 30% to 40% for PE 10A.
Add Week-by-Week Objectives to be untabled.

B. Form B

1. Math 14 "Math of Liberal Arts" – MSC Alster/Lozano

C. Form As

1. PE 10B "Fundamentals of Softball" – MSC Alster/Howell
Change Academic Year from 2002 to 2003 and LEH Factor from .65 to .6. Under 8.A., remove Transfer Recommendation to UC.
2. CSIS 177 "Networking/OS Open Lab" – MSC Bedell/Lozano
Course number ok. NOTE: All other numbers must be checked and might change on the Form Bs. Bonnie will aid CSIS in getting past numbers and all Form A numbers onto a matrix so they can make numbering easier.
3. GUID 210 "College Orientation" – MSC Alster/Lozano
4. GUID 215 "Transfer Preparation" – MSC Lozano/Levine
Assigned new course number GUID 216. Rosa will call Santa Rosa to look into 3 units split into 1 unit blocks, and submit Form B with new unit value.
5. ESL 556 "Information Competency for ESL Students" – MSC Bedell/Funk
This course should be crosslisted as ESL/LIB 556; issue will be discussed and brought back on the Form B.

6. CSIS 109 "Interactive Animation and Authoring: Director" – MSC Bedell/VanTassel
Note should go into catalog and schedule to check with transfer school on transferability, as this is often an upper division class. This transferability is an issue for many of the classes introduced below; it and course numbering should be checked before the classes come back as Form Bs.
7. CSIS 111 "Introduction to Digital Media and its Tools" – MSC Bedell/Lozano
Change Academic Year from 2002 to 2003. Course number ok.
8. CSIS 112 changed to 108 "Portfolio Development" – MSC Bedell/Lozano
Remove LEH Factor.
9. CSIS 113 "Digital Audio/Video" – MSC Bedell/Alster
10. CSIS 114 "Digital Media Production" – MSC Lozano/Bedell
Remove LEH Factor.
11. CSIS 76 "Digital Illustration" – MSC Bedell/Lozano
12. CSIS 115 "3D Animation" – MSC Alster/Dodd
13. CSIS 116 "DVD Authoring and Production" – MSC Lozano/Bedell
Remove checkmark for Transfer to UC.
14. CSIS 117 "Motion Graphics" – MSC Alster/Lozano
Under 4., change "English" to "Humanities."
15. CSIS 118 "Design and Architecture for Digital Media" – MSC Bedell/Dodd
Committee requested that Bob Beede compose a matrix of all the Digital Media classes and bring to the meeting when he submits the Form Bs.
- 16, 17, 18. CSIS 119ABC "Computer Lab for Digital Media Applications" – MSC Dodd/VanTassel
Discussion held whether these courses should be combined and made repeatable 2 times for a total of 3 units. It was decided to make it variable units of .5 to 3 units.

V. Adjournment
MSC Bedell/Dodd 3:45 p.m.

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Monday, November 5, 2001
2:00 p.m., Conference Room
AGENDA

Note: Meeting will precede Department Chairs Meeting

- I. Call to Order
- II. Approval of Minutes from October 22, 2001
- III. Old Business
 - A. Curriculum Reform
 1. Technology Subgroup
 2. Structure Subgroup
- IV. New Business
 - A. Form C
 1. PE 10/10A – “Fundamentals of Softball”
 - B. Form B
 1. Math 14 – “Math for Liberal Arts”
 - C. Form As
 1. PE 10B – “Fundamentals of Softball”
 2. CSIS 177 – “Networking/OS Open Lab”
 3. GUID 210 – “College Orientation”
 4. GUID 215 – “Transfer Preparation”
 5. ESL 556 – “Information Competency for ESL Students”
 6. CSIS 109 – “Interactive Animation and Authoring: Director”
 7. CSIS 111 – “Introduction to Digital Media and its Tools”
Needs # change? CSIS 111 already ok'd
 8. CSIS 112 – “Portfolio Development”
 9. CSIS 113 – “Digital Audio/Video”
 10. CSIS 114 – “Digital Media Production”
 11. CSIS 76 – “Digital Illustration”
 12. CSIS 115 – “3D Animation”
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 15. CSIS 118 – “Design and Architecture for Digital Media”
 16. CSIS 119A – “Computer Lab for Digital Media Applications”
 17. CSIS 119B – “Computer Lab for Digital Media Applications”
 18. CSIS 119C – “Computer Lab for Digital Media Applications”
- V. Adjournment

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