

GAVILAN COLLEGE CURRICULUM MEETING
September 9, 2002
MINUTES

Present: S. Au-Yeung, C. Brown, S. Carr, B. Donovan, M. Dwyer, B. Funk, M. Levine,
F. Lozano, M. Machado, J. Olivas, A. Porcella, G. Richards, M. Segal, R. Sharboneau,
D. VanTassel, K. Wagman.

Guests: Denise Besson, Dale Clark, Leah Halper, Russell Lee, Lynn Lockhart, Marty Johnson

I. Call to Order

The meeting was called to order at 3:11 p.m. by chair Marlene Dwyer.

II. Welcome

Dwyer welcomed the guests and committee members, and asked for suggestions and/or corrections while she is chair. Everyone introduced himself or herself.

III. Agenda Adjustments

VIII.A.1. PE 66 "Dance, Dance, Dance" is postponed until a future meeting.

VIII.D.1. Cultural Diversity Requirement moved to VII. Old Business.

Jesus Olivas reported that he would be distributing a letter from the Intersegmental Major Preparation Articulated Curriculum (IMPAC) Project to the Social and Behavioral Sciences department chairs regarding the addition of a Social and Behavioral cluster and to recruit faculty representatives to participate in the regional meeting to be held October 26th in Oakland.

IV. Approval of Minutes of May 20, 2002

Minutes were approved; MSC Lozano/Funk.

V. Membership: Student Representative and Faculty Mentor

Dwyer talked to Leslie Tenney regarding filling the position of Student Representative to the Curriculum Committee. The student can receive credit for serving as a representative for the ASB even if he or she is not a member of the ASB. Contact Marlene Dwyer, Leslie Tenney, or Julie Chiu (ASB President) to suggest a student who would benefit and/or to serve as a faculty mentor.

VI. Proposed Goals for 2002-2003

A. Writing Measurable Outcomes – Workshop: Thursday, 9/26/02, 3-5 p.m., Conf. Room

Dwyer noted that Marty Johnson sent out a memo regarding this workshop and it was also brought up at the Faculty Senate meeting, so the Curriculum Committee should be involved.

B. Procedures Workshop -- Monday, 9/30/02, 3:10-5 p.m., SS 205

This workshop is especially recommended for new faculty and/or anyone interested in writing curriculum. Agenda items to include discussion of forms and procedures, ways to improve forms, Curriculum Guide, JO3 conversion and periodic review of prerequisites; overview of the articulation process, and resources for writing curriculum (ASSIST, video, online). Jesus Olivas noted that all graduation requirements would also be addressed at the workshop. Contact Marlene Dwyer to add other agenda items.

C. Information Competency

Dwyer informed the committee that a model needs to be established and a graduation requirement implemented by next August. Shuk Chun Au-Yeung, Jen Ferro, and Joanne Howell are working on this issue.

D. Update Curriculum

Dwyer reminded the committee that curriculum over four years old needs to be updated by Spring 2003. Discussions should be held within the departments as to who updates the courses and what courses should be deleted. Olivas noted that if curriculum were inactivated, it would need to be re-articulated if activated at a later time. There was discussion on how the curriculum is updated, and what forms to use. According to the Curriculum Guide and the current forms on-line, if significant changes are made Form C, the current course outline, the revised course outline, and the advisory or prereq if applicable are to be submitted. Bonnie Donovan will send the list of curriculum to be updated to the department chairs and the deans.

VII. Old Business

A. Form P's

1. Cultural Diversity Requirement – MSC Levine/Funk with two abstentions. Approved list of courses submitted except ART 1A and 1B “Art History.”

VIII. New Business

A. Form A's

1. PE 66 – “Dance, Dance, Dance” -- Postponed until future meeting.
2. CHEM 12A – “Organic Chemistry” – MSC to reactivate VanTassel/Funk
3. CHEM 12B – “Organic Chemistry” – MSC to reactivate Van Tassel/Funk
Bonnie Donovan to check in computer system to see if there is CHEM 12A and 12B and clear up numbering if needed.

B. Form C's

1. ENGR 4 – “Properties of Materials” – MSC Wagman/VanTassel

C. Form F's

1. Business Computer Applications – MSC to untable Levine/Funk
MSC to approve Funk/Au-Yeung

IX. Adjournment

The meeting was adjourned at 4:10 p.m.; MSC Wagman/Au-Yeung

Distribution: S. Au-Yeung, C. Brown, S. Carr, S. Dodd, B. Donovan, M. Dwyer, T. Flippen, B. Funk, J. Howell, M. Johnson, B. Lawn, M. Levine, F. Lopez, F. Lozano, M. Machado, J. Olivas, J. Parker, A. Porcella, G. Richards, D. Santana, M. Segal, R. Sharboneau, D. VanTassel, K. Wagman, ASB, J. Baker, L. Hopp, N. Juarez, A. Oropeza, C. Ramirez, J. Markus.