

GAVILAN COLLEGE CURRICULUM MEETING
Monday, December 9, 2002
3:10 p.m., SS 205
MINUTES

Present: S. Au-Yeung, C. Brown, S. Carr, S. Dodd, B. Donovan, M. Dwyer, B. Funk, M. Johnson, M. Levine, F. Lozano, J. Olivas, A. Porcella, G. Richards, M. Segal, R. Sharboneau, K. Wagman, Simon Cooke (ASB Representative)

Guests: Fran Lopez, Enrique Luna, Terrence Willett

I. Call to Order

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

II. Welcome

M. Dwyer welcomed everyone. K. Wagman presented M. Levine with a "Thank You" brownie and acknowledged his work for the committee and the college as he retires.

III. Agenda Adjustments

Form C's for HIST 1 and HIST 2 were added to the agenda as emergency items.
MSC Funk/Levine

IV. Approval of Minutes of November 18, 2002

MSC Segal/Au-Yeung

V. Information Items

A. Calendar of Meeting dates for Spring 2003

M. Dwyer presented a proposed calendar of meeting dates for Spring 2003.
The first meeting date will be February 10, 2003, with a February 3rd deadline.

VI. Old Business

A. Writing Measurable Outcomes

1. Presentation and discussion of Department courses

Members present exchanged sample course outlines that listed Course Learning Outcomes, Institutional Learning Outcomes (ILOs), and Measures. Courses submitted: CD 1, CSIS/LIB 6, ENGL 1A, ESL 510A, GUID 1, LIB/CSIS 3, MATH 5, PHIL 1, PE 1, and SOC 1A. Members discussed the process and the use of the form.

2. Approval of revised Course Outline form

It was MSC (Funk/Richards) to adopt the revised Course Outline form and implement the use of the form beginning Spring 2003.

3. Timeline for revision of all GE Course Outlines

M. Dwyer suggested the following priorities and timeline:

- a. Submit sample course for formal approval using Form C during February 2003 meetings.
- b. All new curriculum and changes will require the use of the new form beginning Spring 2003 as approved above.
- c. The current list of courses due for update should be completed by the end of Spring 2003.
- d. All GE courses should be revised to include Measurable Outcomes before our next accreditation.

VII. New Business

A. Form C's

1. PE 34 – “Adapted Aquatic Exercise”
2. PE 35 – “Adapted Swimming for Total Fitness”
3. PE 36 – “Adapted Physical Education”
4. PE 534 – “Adapted Aquatic Exercise”
5. PE 535 – “Adapted Swimming for Total Fitness”
6. PE 536 – “Adapted Physical Education”

Corrections were made to the units listed on the Summary – Each course should read: “0 Lec, 1.5 – 3 Lab”. PE 534, PE 535, and PE 536 should be listed as CR/NC only. These courses were tabled (Funk/Dodd) until the curriculum is updated with more thorough descriptions on the Course Outline.

7. HIST 1 – “United States History to Reconstruction”
8. HIST 2 – “United States History Reconstruction to the Present”

J. Olivas explained that these courses had previously been submitted and approved by the Curriculum Committee to accommodate requested changes for articulation. Subsequent feedback from the SJSU Articulation Officer urged that further revisions be made before the courses were formally submitted for articulation. E. Luna explained the latest changes and the courses were unanimously approved by the committee. MSC Funk/Levine

VIII. Adjournment

The meeting was adjourned at ??? p.m., MSC Porcella/Segal.

Next meeting – Monday, February 10, 2003, 3:10 p.m., SS 205

Deadline for curriculum – 1 p.m. February 3rd to Bonnie Donovan (e-mail and hard copy)

Distribution: S. Au-Yeung, C. Brown, S. Carr, S. Dodd, B. Donovan, M. Dwyer, B. Funk, 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, Simon Cooke (ASB Representative), J. Baker, K. Day, N. Juarez, A. Oropeza, C. Ramirez, J. Markus