

GAVILAN COLLEGE CURRICULUM MEETING

Monday, October 27, 2003

3:10 p.m., PH 101

MINUTES

Present: M. Abad, C. Brown, S. Carr, B. Donovan, M. Dwyer, M. Johnson, P. Latzke, B. Lawn, R. Lee, F. Lozano, C. Marquez, J. Olivas, J. Parker, G. Richards, M. Segal, M. Turetzky, E. Venable, Dave Di Denti (ASB Representative)

Guests: Elaine Alster, Sarah Apodaca, Mark Friedman, Fran Lopez

I. Call to Order

The meeting was called to order at 3:10 p.m. by Chair Marlene Dwyer.

II. Welcome

M. Dwyer welcomed everyone to the meeting.

III. Agenda Adjustments - None

IV. Approval of Minutes of October 13, 2003 MSC (M. Turetzky, P. Latzke)

VI. Old Business - None

VII. New Business

A. Modification of Existing Courses (Form C) Consent Agenda

The following courses were approved. MSC (M. Turetzky, P. Latzke)

1. CSIS 2L Computers in Business Lab - MS Office
2. CSIS 121 Spreadsheet - MS Excel
3. CSIS 126 Word Processing - MS Word
4. ECON 10 Fundamentals of Economics
5. GUID 557 Learning Skills Assessment
6. GUID 558 Learning Skills Laboratory
7. GUID 562 Directed Study Lab in Arithmetic
8. GUID 563A Directed Study Lab in Algebra
9. GUID 563B Directed Study Lab in Algebra
10. GUID 564 Directed Study Lab in Pre-Algebra

B. Modification of Existing Courses (Form C)

1. CSIS 128 Database - MS Access MSC (P. Latzke, G. Richards)
2. CHEM 30A Elementary Chemistry MSC (G. Richards, P. Latzke)
3. GUID 560 Individual Basic Skills Development
MSC (B. Lawn, M. Abad)
4. MATH 8A First Half of Precalculus
5. MATH 8B Second Half of Precalculus

After some discussion, it was agreed that Math 8A and Math 8B should have been presented as new courses. The committee agreed to consider the courses for approval as submitted in order to expedite articulation.

MSC (C. Brown, P. Latzke)

6. PE 11A Fundamentals of Baseball MSC (G. Richards, M. Segal)
7. PE 11B Fundamentals of Baseball
MSC (G. Richards, M. Turetzky)
8. THEA 11 Dance and Movement for the Theatre
Approved with the modification: "Week 18, Final Exam" in
the Content section. MSC (F. Lozano, G. Richards)
9. THEA 12A Acting: History and Practice
Approved with the modifications: "or other similar college
textbook" in the Textbook section and "Week 18, Final Exam" in
the Content section. MSC (G. Richards, C. Brown)
10. THEA 12B Acting Techniques
Approved with the modification: "Week 18, Final Exam" in
the Content section. MSC (G. Richards, C. Marquez)

VII. Discussion Items

A. Deadline Flexibility

M. Johnson discussed the difficulty faced by some departments in which many of courses that require updating are taught by part time faculty. He agreed to provide some flexibility for update deadlines until the first or second curriculum meeting next semester. Requests for deadline extensions should be discussed directly with M. Johnson.

B. Advisory Forms

Please try to indicate clearly whether your Advisory/Prerequisite Forms are supporting existing requirements or establishing new Advisories/Prerequisites. Past practice has been to submit separate forms for each Advisory/Prerequisite if there are more than one. B. Donovan said that she doesn't mind if more than one course is listed on the form. M. Dwyer will check to see if there is a specific requirement for separate forms.

VIII. Adjournment

Next Meeting: November 17, 2003, PH 101, 3:20 – 5:00 pm

Deadline for Curriculum: Nov. 5, 2003, 1:00 pm to Bonnie Donovan (e-mail and hard copy)

Distribution: M. Abad, S. Au-Yeung, K. Bedell, C. Brown, S. Carr, B. Donovan, M. Dwyer, J. Ferro, L. Franklin, M. Johnson, P. Latzke, B. Lawn, R. Lee, E. Luna, F. Lopez, F. Lozano, M. Machado, C. Marquez, J. Olivias, J. Parker, A. Porcella, G. Richards, M. Segal, R. Sharboneau, M. Turetzky, D. VanTassel, E. Venable, K. Wagman, Simon Cooke (ASB Representative), J. Baker, K. Day, N. Juarez, A. Oropeza, C. Ramirez, J. Markus, C. Starr