

GAVILAN COLLEGE CURRICULUM MEETING

Monday, November 17, 2003

3:10 p.m., PH 101

MINUTES

Present: M. Abad, C. Brown, S. Carr, S. Dodd, B. Donovan, M. Dwyer, J. Ferro, M. Johnson, B. Lawn, F. Lozano, M. Marquez, J. Olivas, G. Richards, M. Segal, M. Turetzky, E. Venable

Guests: Kathleen Campbell

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 27, 2003 MSC (M. Turetzky, G. Richards)

V. Information Items

A. Surviving the Next Deadline – Bonnie Donovan

B. Donovan requested that faculty with “in the door” questions come on Thursday or Friday prior to the next deadline so that she could focus on preparation of materials for the next meeting. Sending an e-mail question could be done at any time.

B. Information Competency - Joanne Howell

J. Howell reported on the results of the Information Competency survey. Responses indicated a desire for either a one-unit course with the option to test out or the infusion of “info comp” skills into one or more courses. There is an Information Competency Exam up on the Intranet for review. There is no mandate to implement the Information Competency requirement at this time.

C. Comments on Curriculum

M. Dwyer discussed several issues related to items on the Agenda: the high reading level listed for several courses, the listing of Content during Week 18, and Method of Evaluation percentages. It was agreed that texts in some areas would have a high reading level due to the nature of the material in the discipline. Content for Week 18 should reflect the 2-hour Final Exam that is normally scheduled for each course. Course Outlines approved with other content scheduled during that week would need to be modified. When using the Methods of Evaluation form, a total of 100% in the left column does not make sense since it does not give any flexibility in grading.

VI. Old Business - None

## VII. New Business

### A. New Course Proposal – First Reading (Form A)

1. DM 120 Special Topics – Video Editing Basics Withdrawn
2. CSIS 61 Introduction to Geographic Information Systems  
MSC (G. Richards, M. Abad)

### B. Modification of Existing Courses (Form C) – Consent Agenda

The following courses were approved. MSC (G. Richards, M. Abad)

1. AH/CD/ CGD/ CSIS/GUID 191A Workplace Skills
2. AH/CD/ CGD/ CSIS/GUID 191B Workplace Skills
3. AH/CD/ CGD/ CSIS/GUID 191C Workplace Skills
4. ANTH 9 Cultural Context of Childhood
5. CMUN 1A Introduction to Public Speaking
6. CMUN 10 Small Group Communication
7. CSIS 12 Assembly Language Programming
8. CSIS/ACCT 120 Computerized Accounting – Quickbooks
9. CSIS 124 Windows Fundamentals
10. CSIS/CMUN 129 Presentation Graphics - MS Powerpoint
11. CSIS 141 Quick UNIX/Linux OS
12. CSIS 169 Advanced Word Processing with Desktop  
Publishing - MS Word
13. SOC 1A Introduction to Sociology
14. SOC 4 Sociology of Women and Men

### C. Consent Agenda

#### Modification of Existing Courses (Form C) – with Update to Content

The following courses were approved. MSC (C. Brown, J. Ferro)

1. ANTH 1 Introduction to Physical Anthropology
2. ANTH 5 Magic, Witchcraft and Religion
4. MATH 205A First Half of Elementary Algebra

The following courses were removed from the consent agenda and considered separately.

3. ENGL 2E Introduction to Women's Literature  
Tabled- (M. Abad, C. Marquez)

The following courses were approved retaining the original Advisory:  
Eligible for English 1A. MSC (G. Richards, F. Lozano)

- 5. PHIL 1 Introduction to Philosophy
- 6. PHIL 2 Logic
- 7. PHIL 3 Ethics
- 8. PHIL 4 Critical Thinking and Writing
- 9. PHIL 6 Religions of the World

D. Modification of Existing Courses (Form C)

The following courses were approved in groups, by discipline.

- 1. ANTH 3 Introduction to Cultural Anthropology  
MSC (G. Richards, B. Lawn)
- 2. ATH 42A Football
- 3. ATH 42B Football
- 4. ATH 47A Soccer
- 5. ATH 47B Soccer  
MSC (G. Richards, B. Lawn)
- 6. CSIS 71 Desktop Publishing - Adobe Pagemaker
- 7. CSIS 73 Desktop Publishing - Adobe InDesign  
MSC (J. Ferro, G. Richards)
- 8. ENGL 420 Reading Improvement
- 9. ENGL 440 Basic Writing  
Tabled (G. Richards, M. Turetzky)
- 10. ESL 510A Basic ESL I
- 11. ESL 510B Basic ESL II
- 12. ESL 533 Intermediate ESL Grammar /Writing I
- 13. ESL 543 Intermediate ESL Grammar/Writing II
- 14. ESL 553 Advanced ESL Composition I
- 15. ESL 555 Advanced ESL Grammar
- 16. ESL 561 Advanced ESL Communication Skills
- 17. ESL 563 Advanced ESL Composition II  
MSC (B. Lawn, F. Lozano)
- 18. HIST 12 Cultural History of the Mexican American  
MSC (G. Richards, M. Turetzky)
- 19. MATH 205B Second Half of Elementary Algebra  
MSC (G. Richards, C. Brown)
- 20. POLS 1 United States Institutions
- 21. POLS 3 Comparative Governments  
MSC (G. Richards, C. Marquez)
- 22. PSCI 1 Principles of Physical Science  
Tabled (G. Richards, F. Lozano)

