GAVILAN COLLEGE CURRICULUM MEETING

Monday, December 8, 2003 3:10 p.m., PH 101 MINUTES

<u>Present</u>: M. Abad, C. Brown, S. Carr, B. Donovan, M. Dwyer, J. Ferro, L. Franklin, M. Johnson, P. Latzke, B. Lawn, F. Lozano, M. Machado, J. Olivas, J. Parker, G. Richards, M. Turetzky, E. Venable, Ken Wagman, Dave Di Denti (ASB Representative)

Guests: Dave Ellis, Rose Hernandez, Fran Lopez, Enrique Luna, Mary Mc Kenna, Tamara Merrill, Robert Peacock, Margery Regalado, Karen Sato

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

The following items: AMT 100, 101, 110; CGD 4, 6, 8, 9; CD 2, 3; COS 201, 205, 207 were withdrawn.

The modified agenda was approved. MSC (G. Richards, M. Abad)

IV. Approval of Minutes of November 17, 2003.

MSC (G. Richards, P. Latzke)

V. <u>Information Items</u> – The following items were presented for information:

- A. Community Education Course List Submitted by Rachel Perez.
- B. <u>High School Articulation Handbook</u> Submitted by Sherrean Carr.
- C. <u>CSU General Education-Breadth and IGETC Lists of Courses</u> Submitted by Jesus Olivas.

D. Top Codes

Dennie Van Tassel will review and comment on proposed changes.

E. Integrated Teacher Preparation

Documents are available for those that are interested.

F. Points to Stress

Curriculum considered at this meeting will be approved pending the following corrections, if necessary. Bonnie Donovan will consult with the appropriate Dean or faculty member to make the necessary changes.

- 1. Textbooks should be no more than 4-5 years old.
- 2. "Verified by" name of the person who conducted the reading level test.
- 3. You do not need to list all seven ILOs for each Course Learning Outcome.
- 4. Week 18 should be listed as 2 hours, Final Exam.
- 5. Methods of Evaluation percents need to provide flexibility (less than 100% in the left column) and provide combinations that sum to at least 100%.

VI. Old Business - None

VII. New Business

A. New Course Proposal – Second Reading (Form B)

1. SSCI 210A – Themes in Social Science: Introduction to History
This course is being proposed as a "bridge" course – part of a First-Year
Experience group of courses or as part of a Learning Community. It will
be applicable to the Associate's Degree.

Suggestions for improvements to the Course Outline: rewrite the week-by-week description to reflect 18 weeks, rather than 6 weeks; choose a more current textbook.

MSC (G. Richards, P. Latzke)

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

The following items were approved: MSC (F. Lozano, K. Wagman)

- 4. CSIS 2 Computers in Business MS Office
- 5. ECON 1 Principles of MacroeconomicsECON 2 Principles of Microeconomics

The following items were approved by separate motions:

2. BOT 112 Business Computations with MachinesBOT 180 Medical Terminology for the Office

Approved pending the addition of weekly Performance Objectives MSC (F. Lozano, M. Abad)

- CSIS 1 Computer Literacy MS Office
 Discussion of MOE percent in Category 4. Approved as submitted.
 MSC (M. Johnson, F. Lozano)
- 6. GEOG 2 Cultural Geography
 Approved pending the addition of weekly Performance Objectives.

 MSC (F. Lozano, M. Abad)
- C. Consent Agenda Modification of Existing Courses (Form C) with Update to Content

The following items were approved: MSC (G. Richards, M. Turetzky)

1. AH/BOT/CD/CGD/CSIS/GUID 191A Workplace Skills AH/BOT/CD/CGD/CSIS/GUID 191B Workplace Skills AH/BOT/CD/CGD/CSIS/GUID 191C Workplace Skills

- 2. ART 1A Art History
 ART 1B Art History
- 3. ENGL 2C Introduction to Film and Fiction ENGL 250 Practical Writing
- 4. GUID 29 Tutoring Lab
- 5. PSCI 1 Principles of Physical Science
- 6. SPAN 1A Elementary Spanish
 SPAN 1B Elementary Spanish
 SPAN 2A Intermediate Spanish
 SPAN 2B Intermediate Spanish
 SPAN 12A Spanish for Spanish Speakers
 SPAN 12B Spanish for Spanish Speakers Intermediate/Advanced

The following items were approved by separate motions:

2. ART 10A Cultural History of Ceramics

ART 10B Ceramics

Approved pending addition of out-of-class assignments and corrections to MOE percents.

MSC (M. Abad, G. Richards)

3. ENGL 1A Composition

Question regarding Advisory/Prerequisite. Approved as submitted.

MSC (P. Latzke, G. Richards)

ENGL 12 Tutoring Writing

Question regarding Advisory/Prerequisite. Approved as submitted.

MSC (M. Johnson, P. Latzke)

6. SPAN 8A Conversational Spanish

SPAN 8B Conversational Spanish

SPAN 8C Conversational Spanish

SPAN 8D Conversational Spanish

SPAN 9A Spanish for Spanish Speakers

Question regarding Advisory/Prerequisite. Approved as submitted.

MSC (M. Johnson, P. Latzke)

D. Modification of Existing Courses (Form C)

1.	AE 600	Vocational Training I
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AE 602 Vocational Training III

AE 603 Vocational Training IV

AE 613 Independence Training IV

AE 636 Adapted Physical Education

MSC (M. Abad, G. Richards)

2. PE 34/PE 534 Adapted Aquatic Exercise

PE 35/PE 535 Adapted Swimming for Total Fitness

PE 36/PE 536 Adapted Physical Education

PE 38/PE 538 Adapted Cardiovascular Conditioning & Training

MSC (G. Richards, S. Carr)

3. The following courses were approved as submitted.

ART 6 Art Appreciation

(ART6 Online – A separate outline is not required.)

ART 11 Creativity, Imagination, and Innovation

MSC (M. Turetzky, G. Richards)

8. CGD 1

CGD 2

The following ART courses were removed from the agenda by M. Abad, department chair, since the changes involved would not be articulated until Fall 2004, delaying first offering until Fall 2005.

	ART 2	Two Dimensional Design			
	ART 2B	Form and Color			
	ART 3A	Drawing and Composition			
	ART 3B	Drawing and Composition			
	ART 5A	Printmaking			
	ART 5B	Printmaking			
	ART 8	Black and White Photography			
	ART 8B	Intermediate Black and White Photography			
	ART 9	Color Photography			
	ART 9B	Intermediate Color Photography			
	ART 12A	Sculpture			
	ART 12B	Sculpture			
	ART 13	ART 13 Three-Dimensional Design			
	ART 25/CD 25 Art Methods				
	ART 25B/CD 25B Art Methods				
	ART 34A Life Drawing				
	ART 34B	Life Drawing			
	ART 45	Lettering and Typography			
	ART 48	Computer Art I			
	ART 48B Computer Art II				
4.	ATH 35	Basketball			
	ATH 35B	Basketball	MSC (J. Ferro, G. Richards)		
5.	BIO 7	Human Anatomy	MSC (K. Wagman, G. Richards)		
6.	BOT 181	Medical Billing - Medisoft			
		•	MSC (M. Machado, M. Turetzky)		
7.	CD 13 Omitted by m	Infant and Toddler Care an istake.	nd Development		

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Technical Computer Graphics I

Industrial Sketching and Problem Solving

Add language to indicate "Repeatability ... to learn changes in software"

This course will be considered at the next meeting.

MSC (C. Brown, G. Richards)

9. COS 202 Advanced Cosmetology

COS 203 Practicum

Approved with the removal of Repeatability. MSC (G. Richards, S. Carr)

10. CSIS 72 Desktop Publishing--QuarkXPress

MSC (C. Brown, P. Latzke)

11. ENGL 4A British Literature – 449 to 1798 A.D.

ENGL 4B British Literature – 1798 to the present

ENGL 9A Introduction to Creative Writing

ENGL 9C Poetry Writing

Approved with the removal of parentheses in ENG 4A, 4B titles.

MSC (M. Turetzky, P. Latzke)

12. ESL 523 Beginning ESL Grammar/Writing

MSC (M. Turetzky, C. Brown)

13. GUID 28 Tutoring Techniques MSC (M. Abad, F. Lozano)

14. HIST 7A History of Western Civilization

MSC (M. Machado, C. Brown)

15. PE 44 Aerobic Dance MSC (J. Ferro, G. Richards)

E. Distance Learning Course Outline (Form D)

1. POLS 1 Introduction to American Government

MSC (G. Richards, P. Latzke)

VIII. Adjournment MSC: Unanimous

Next Meeting: Monday, February 9, 2004; PH 101, 3:10 – 5:00 pm

Deadline for Curriculum: Wednesday, January 28, 2004; 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. Olivas, J. Parker, A. Porcella, G. Richards, M. Segal, R. Sharboneau, M. Turetzky, D. VanTassel, E. Venable, K. Wagman, Dave Di denti (ASB Representative), J. Baker, K. Day, N. Juarez, A. Oropeza, C. Ramirez, J. Markus, C. Starr