

GAVILAN COLLEGE CURRICULUM MEETING

Monday, October 11, 2004

3:10 p.m., PH 101

MINUTES

Present: S. Au-Yeung, S. Carr, S. Dodd, B. Donovan, M. Dwyer, L. Franklin, L. Hodge, B. Lawn, R. Lee, F. Lopez, F. Lozano, M. Machado, J. Olivas, J. Parker, M. Segal, S. Sweeney, M. Turetzky, E. Venable, K. Warren

Guests: Robert Beede

I. Call to Order

The meeting was called to order at 3:16 p.m.

II. Welcome.

Everyone was welcomed to the meeting.

III. Agenda Adjustments

Addition of item V.E. Report from J. Olivas
MSC (L. Hodge, M. Segal)

IV. Approval of Minutes of September 27, 2004.

MSC (L. Hodge, L. Franklin)

V. Information and Discussion Items

A. Role of the Curriculum Committee and Its Members

S. Carr commented on the following: The College is going through a period of many changes. It is important to maintain good communication during this period. That includes healthy disagreement, good listening, patience and a sense of collegiality. For Curriculum matters, our two main guidelines should be (1) maintaining a high standard for quality education and (2) access to courses for both our transfer students and basic skills students.

M. Dwyer also addressed the concerns voiced by the department chairs at their recent meeting. The concerns related to both curriculum procedures and communication issues. Procedural items require the careful attention of each member of the committee in their specific role. She also expressed concern about the level of communication at recent meetings, asking for constructive dialogue.

K. Warren suggested that a workshop be provided to help faculty communicate and work constructively to resolve differences. It was suggested that faculty in leadership roles participate in such a workshop as part of Staff Development activities. The suggestion will be forwarded to the Staff Development Day planning committee.

B. Disciplines List/Minimum Qualifications Update

A statewide Academic Senate effort to update the list is underway. This issue will be addressed at the Senate Conference on October 28th. Digital Media and ESL requirements related to the TESL/TESOL were discussed as possible areas for change. Requests for changes should be forwarded through the Gavilan Academic Senate.

C. Noncredit Course Offerings

Rachel Perez will be coming to the Curriculum Committee to discuss this issue at the next meeting. M. Dwyer reported that noncredit courses do require placement within allowable disciplines and course outline approval through regular curriculum procedures.

D. Scheduling of Items for Future Discussion

The committee will prioritize discussion items and schedule them as time allows (one or two at each meeting) during future meetings.

E. Report from J. Olivas

1. Jesse reminded the committee that Intermediate Algebra will be required by UC as a prerequisite for beginning Science courses (which are part of a sequence) and for BIO 1, BIO 4, and BIO 5. This will become effective by Summer 2005.

2. There will be a transfer pattern similar to IGETC called SIGETC for science majors. This will be in effect by next year or 2006.

3. Jesse discussed the cross listing of courses from the articulation/transfer point of view: it is best to keep courses in one discipline. Courses do not need to be cross listed in order to transfer.

4. R. Lee asked about IMPAC, stating that the number of faculty involved in that group was "way too small". Jesse responded by noting that the CSU colleges are working together to specify a group of CAN courses that will be acceptable for transfer at all of their campuses within 26 specific majors. He is hoping that IMPAC will coordinate with this effort.

VI. Old Business

A. NEW COURSE PROPOSAL - SECOND READING

1. HIST 4A Hist. of World Societies Before 1500
2. HIST 4B Hist. of World Societies 1500 to present

Items 1 and 2: MSC (L. Hodge, F. Lozano).

3. PHIL 7A History of Philosophy: Ancient to Medieval
4. PHIL 7B History of Philosophy: Renaissance to Modern

Items 3 and 4: Approved with Advisory of ENG 1A.
MSC (S. Dodd, B. Lawn)

B. Lecture/Lab hours and the Carnegie Unit

The following items were distributed at the end of the meeting for discussion at a later date (due to lack of time at this meeting).

Items related to Curriculum Committee composition and duties:

1. Board Policy 4-3 through 4-7.
2. Board Policy 4-51 through 4-57

Items related to Cross Listing:

1. Good Practices: Placement of Courses within Disciplines (Adopted S 2004)
2. Minutes from 10/23/00; Changes made to dually listed courses 2/26/01;
Current list of dually listed courses; Proposed additions to Curriculum Guide for Spring 2001. (Thanks to Susan Dodd.)

Items related to Lecture/Lab Hours and the Carnegie Unit:

1. Criteria applied in Assigning Lecture Equivalency to Lab Teaching Hours
Lecture/Lab Hour Subcommittee Report (dates?)
2. Good Practices: Carnegie Unit (current online version)
3. Program and Course Approval Handbook: Relationship of Hours to Units
(September 2001, Thanks to Joy Parker.)

VIII. Adjournment

The meeting was adjourned at __?__ p.m.

Next Meeting: Monday, October 25, 2004.

Deadline for Curriculum: Wednesday, October 13, 2004.

Distribution:

M. Abad, S. Au-Yeung, K. Bedell, S. Carr, S. Dodd, B. Donovan, M. Dwyer, L. Franklin, R. Hannon, L. Hodge, B. Lawn, R. Lee, F. Lopez, F. Lozano, J. Olivas, J. Parker, M.Regalado, M. Segal, R. Sharboneau, S. Sweeney, M. Turetzky, D. Van Tassel, E. Venable, K. Warren, L. Tenney (ASB Representative), K. Wagman, K. Day, N. Juarez, A. Oropeza, C. Ramirez, C. Starr