

GAVILAN COLLEGE CURRICULUM MEETING
Monday, April 25, 2005
2:10 p.m., LS 104
MINUTES

Present: M. Abad-Cardinalli, S. Au-Yeung, S. Carr, S. Dodd, B. Donovan, L. Franklin, B. Lawn, R. Lee, F. Lozano, E. Luna, M. Machado, J. Olivas, M. Segal, S. Sweeney, L. Tenney, D. Van Tassel, K. Warren, J. Hall
Guests: R. Beede, R. Hernandez, R. Perez, R. Sharboneau, K. Wagman

I. Call to Order

The meeting was called to order at 2:15 p.m.

II. Agenda Adjustments

No agenda adjustments. S. Dodd reminded everyone that May 9, 2005 is the last meeting of the semester. The deadline for submitting the first reading of curriculum for inclusion in the Spring '06 Schedule is Wednesday, April 27, 2005.

III. Approval of Consent Agenda

A. Minutes of April 11, 2005

MSC (L. Franklin, M. Segal) All in favor

IV. Issues

A. Discussion

1. Course Repetition Procedure

K. Wagman provided a handout with details of the current course repetition procedure and the revised procedures that he and J. Parker have been working on. He pointed out that it is not possible to get rid of a course that has been taken. It was also pointed out that Gavilan does not get paid for any repeated classes.

The committee requested that more research be done on #7 of the Academic Renewal draft. All were not in agreement that this is a fair procedure. L. Tenney pointed out that she thought J. Parker said this only applied to a specific award. K. Wagman said that the Academic Senate asked for clarification on this item as well.

R. Sharboneau asked what the next step in the process would be. K. Wagman said that from here it would go back to the Academic Senate, to President's Council and then to the Board for approval.

R. Sharboneau asked if the wording in #2 needs to be so descriptive as to the specific people who need to sign the form. K. Wagman said that that would be taken out of #2 & #3 – the actual procedure won't be listed.

S. Carr said that we need to make sure that everything we are doing is in compliance with Title V.

2. Non-Credit Program

A panel on non-credit programs was held last week.

E. Luna expressed concern that there is not a clear picture as to what direction the College is headed. He wanted to know how the choices are going to be made about what can and can't be done, and how many resources are to be dedicated to the program and at what point do we decide if it is worthwhile. Is this the role of the Curriculum Committee?

S. Au-Yeung said that it is her belief that it is the role of the Academic Senate.

R. Lee said that he thinks it is the role of the Curriculum Committee with regard to appropriate offerings.

R. Beede asked what committee deals with the Mission Statement.

S. Carr pointed out that the Mission Statement is a part of the Educational Master Plan/Strategic Plan, which is slated to be reviewed next year.

S. Carr addressed some of E. Luna's concerns as far as the choices being made. She said that the schedule increased, but the number of students did not. The criteria for the goal of a 10% decrease in courses was based on courses that had 15 or fewer students and if the course was at the end of a series of courses. She pointed out that the purpose of the non-credit program is to bring in a whole different student base to the campus. At other colleges, the matriculation rate was as high as 30% into credit courses. Some of the goals included, increasing the success of basic skills students and being one of the top 4 Community Colleges for transfer students.

E. Luna said that he still feels that this is very general and not really dealing with the details. At what point do we decide if there should be a program or not? E. Luna pointed out that peers have a hard time cutting each other's programs and that he feels it is the Administration that needs to take the leadership role here.

S. Dodd asked if the President's Council is the appropriate panel to discuss these issues.

M. Segal said that the Strategic Planning Committee needs to involve the entire campus.

Possibly have forums for the larger issues and then the Curriculum Committee can discuss it as well.

B. Lawn said that she feels there are still some important areas that haven't been discussed with regard to the non-credit program.

S. Dodd said that each college handles their non-credit program in different ways. She feels that the non-credit program needs to have a base of classes to select from.

S. Dodd asked the committee about their support and/or opposition to the Non-credit program.

L. Franklin said that there are so many questions about the non-credit program that it is uncomfortable to make decisions about it. Either we go for it and take the risk and learn along the way or not.

M. Abad-Cardinalli said that she is in support of the non-credit program, however, she is only speaking for herself and not her department. She said that there are philosophical and financial reasons for going into the non-credit program and this was explained at the forum.

She feels that this is the best way to approach it right now.

R. Lee said that he supports the non-credit program. He said that the program needs the full support of the college. Discussions about what should be offered at the campus should be discussed at all levels; within the departments, at the Senate, at the Curriculum, one-on-one, etc. He also said that the critical mission needs to be defined.

D. Van Tassel said that he favors the non-credit program, but he is only speaking for himself.

M. Segal said that she definitely supports the non-credit program and reaching out to another student base. She also agrees that the program needs the full support of the campus.

B. Lawn said that she does not believe that the college is in the position to entertain this right now. She feels that we need to slow down and thoroughly present information before going forward with something.

R. Perez said that the videotape from the Non-credit forum is available for anyone who was not able to attend the forum. She said that the non-credit program has been thought out which is why she chose the order of introduction that she did. First to be introduced was the staff wellness program, so that the Staff could get involved. Second, she felt that the Older Adult program was a good way to ease into the program and increase enrollment. Third is the basic skills program. This discussion still needs to take place as it more directly affects the credit program. R. Perez also said that the sites where the older adult classes are being held are mandated to offer classes but don't have the resources to do it, so it is an easy way for Gavilan to get new enrollment. This is a chance to make up enrollment during the summer. 3 of the 4 classes submitted to the Chancellors office have been verbally accepted.

S. Dodd pointed again to the positive financial benefit to the college.

V. Curriculum

A. Old Business

1. NEW COURSE PROPOSAL – SECOND READING

a. AH 703

b. AH 740

c. AH 741

Motion to approve AH 703, 740 & 741 (M. Segal, S. Au-Yeung)

VOTE: All in favor

d. PE 701

e. PE 716

Motion to approve PE 701 & 716 (M. Abad-Cardinalli, D. Van Tassel)

VOTE: All in favor

B. New Business

1. NEW COURSE PROPOSAL – FIRST READING

a. CSIS 57

MSC (E. Luna, S. Au-Yeung)

R. Lee asked how this course differs from the other 3 in the program. D. Van Tassel said the material is different and the hope is to bring in more students. R. Beede added that they have received a lot of calls and interest for this class.

B. Donovan asked if there was a Digital Media course similar to this. R. Beede said no and that Digital Media students could include this course as an option.

VOTE: All in favor

b. CSIS 183

MSC (E. Luna, M. Segal)

R. Lee asked why the course isn't transferable. J. Olivas said that it is transferable as an elective to the CSU's. D. Van Tassel said that it probably doesn't have enough theory to be transferable.

VOTE: All in favor

c. PE 13A

d. PE 13B

MSC for PE 13 A & B (M.Abad-Cardinalli, L. Franklin)

J. Olivas asked if PE 21 is different from this course. S. Dodd said yes, it is different. This is a conditioning course for the intercollegiate volleyball program but it is open to everyone.

VOTE: All in favor

e. ENGL 752

f. ENGL 753

g. ENGL 754

h. ENGL 755

MSC for ENGL 752, 753, 754, 755 (S. Au-Yeung, F. Lozano)

VOTE: All in favor

2. NEW COURSE PROPOSAL – SECOND READING

a. HUM 767

MSC (L. Franklin, M. Abad-Cardinalli)

VOTE: All in favor

b. MUS 762

c. MUS 763

MSC for MUS 762 & 763 (M. Segal, S. Au-Yeung)

VOTE: All in favor

d. THEA 764

MSC (R. Lee, E. Luna)

VOTE: All in favor

3. MODIFICATION TO EXISTING COURSES – FORM C

a. COS 220

MSC (M. Abad-Cardinalli, M. Segal)

R. Lee asked what is specific about this course that has saved it from being cut? S. Carr said that this course has a high enrollment and generally a waiting list. But, it could in fact be cut, it is not part of the Cosmetology program.

VOTE: All in favor

4. MODIFICATION TO DEGREE/CERTIFICATES – FORM F

a. Digital Media – Degree and Certificate

MSC (D. Van Tassel, J. Olivas)

After the last curriculum meeting R. Beede & J. Olivas got together and revised these.

VOTE: All in favor.

5. PROPOSAL FOR NEW DEGREE/CERTIFICATE PROGRAM – FORM G

a. Digital Media – Video Game Design/Development, Degree and Certificate

R. Beede & J. Olivas met and revised these after the last meeting. It now needs to be approved by the Chancellor's office.

E. Luna stated that by offering a new program, we as a College, are saying that we are committed to offering all classes necessary for the program regardless of enrollment.

Have we really analyzed this?

R. Beede pointed out that this is a new option within the Digital Media program. It just gives students a choice within the major.

R. Lee asked if by approving this we are saying that the College should put resources towards this instead of somewhere else?

S. Dodd said that by approving this, it supports the decision that we have already made and that is to have a Digital Media program.

J. Olivas added that when we submitted the paperwork to the State for the Digital Media program plenty of justification had to be included in the packet of material.

R. Lee said that discussion needs to be about finding what the community needs and putting full support behind what we are offering. So, let's not do something that we can't support. We need to identify what we want to do, do it really well and then support it.

E. Luna asked what happens if there are too many options and the classes aren't being filled, are we then committed to the option or do we get rid of it?

J. Olivas said that if a course isn't offered, a substitution is offered.

R. Lee said that he believes it is the Faculty's role to decide what students need to take and the Administrations role may be to decide what students want. He also asked how standards are maintained for course intensive options. He said that you drop the standards by not making them take the required course.

VOTE: All in favor

VI. Adjournment

S. Dodd adjourned the meeting at 3:45 pm and thanked everyone for their participation in the discussions.

Next Meeting: Monday, May 9, 2005

Deadline for Curriculum forms: Wednesday, April 27, 2005