Present: S. Au-Yeung, S. Dodd, B. Donovan, L. Franklin, B. Lawn, R. Lee, F. Lopez, F. Lozano, E. Luna, M. Machado, J. Olivas, J. Parker, A. Rosette (for M. Abad-Cardinalli), M. Segal, S. Sweeney, L. Tenney, D. Van Tassel, K. Warren, J. Hall
Guests: F. Gonzalez, J. Howell, J. Maringer-Cantu, K. Miller, R. Perez, R. Sharboneau, S. Smith, K. Wagman

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

II.   Agenda Adjustments
S. Dodd removed Items III. B. 2 (BOT 183) and III. B. 4 (CSIS 178) as they were already approved.

III.   Approval of Consent Agenda
  A. Minutes of April 25, 2005
  B. Form C's – Modification
     1. ART 2B, ART 3B, ART 5A, ART 5B, ART 8B, ART 9A, ART 9B, ART 10B, ART 12A, ART 12B, ART 14, ART 15A, ART 15B, ART 16A, ART 16B, ART 34A, ART 34B
     3. CGD 1R, CGD 2L, CGD 2R, CGD 4R, CGD 6R, CGD 8R, CGD 9R, CGD 30R, CGD 144, CGD 144R, CGD 145, CGD 145R, CGD 160R, CGD 191A, CGD 191B, CGD 191C, CGD 254, CGD 254R, CGD 255, CGD 255R
     5. ENGL 750   Creative Writing Workshop for Older Adults
     6. LIB 730 Internet Literacy for Older Adults
     7. LIB 731 Finding Book Treasures in Literature for Older Adults
  C. Distance Education – Form D
  Point of Information: E. Luna asked if it is possible for a class to be a Distance Ed. Class if it doesn't meet all of the requirements of accessibility as an option on the form. J. Maringer-Cantu answered yes, it is possible and that other accommodations would have to be made.
  D. Form F – Modification to Degree/Certificate
     1. Certificate of Achievement, K – 12, Instructional Aide
     2. PLO's
        a. Associate of Arts Degree, Child Development
        b. Certificate of Completion, Early Childhood Education
  MSC (E. Luna, B. Lawn) 1 Abstention, the rest in favor.

IV.   Curriculum
  A. New Business
     1. NEW COURSE PROPOSAL – FIRST READING
        a. AJ 176 – Criminal Street Gangs
        MSC (E. Luna, L. Franklin)
        K. Warren asked if the title for the course was typical for this type of course.
        S. Smith answered that yes, this is a typical title as it reflects the contents of the course which is a topic which relates to this area of the country.
        R. Lee asked about the repeatability factor. Will the curriculum reflect new learning if it's repeatable? E. Luna suggested making it an A & B course to avoid the repeatability factor.
        S. Smith said that he would take the suggestions into consideration for the 2nd reading of the course.
        B. Lawn asked what prompted the creation of the course.
        S. Smith said that the topic is something that is prevalent in our area so the knowledge of gangs is necessary in order to properly handle them.
        B. Donovan added that the changing environment might be a good reason for making the course repeatable.
        VOTE: 1 Abstention, the rest in favor

b. CSIS 62 – GIS Applications in Business, Government & Science
MSC (S. Au-Yeung, M. Segal)
R. Lee asked how the course could be repeatable 3 times as there is no indication that it is a software class.
D. Van Tassel said that the Chancellor's office says if the course contents change then it can be repeatable. Software classes that come out with new versions can be repeatable.
D. Van Tassel said that he will take the repeatability issue into consideration.
B. Lawn suggested that something be added to make sure people know that it is a software class as it looks like a theory class by the title.
VOTE: All in favor

c. ECON/GBUS 14 – Personal Finance
MSC (D. Van Tassel, S. Au-Yeung)
K. Miller said that there are certain majors at 4-year schools that focus on personal finance; this is where this course fits in.
R. Lee asked if the course is repeatable. K. Miller said no it is not.
K. Warren added that the course description sounds like it is for personal use not for use in business. K. Miller said that it is for both personal use and use in helping others with their personal finances.
It was asked if Math 402 is a prerequisite. K. Miller said that he would look into that.
VOTE: 1 Abstention, the rest in favor

d. LIB 732 – Intro. To Online Gavilan
MSC (S. Au-Yeung, M. Segal)
There was much discussion about who the class is targeted for. J. Maringer-Cantu, said that the course is aimed at the Basic Skills learner. E. Luna pointed out that the Curriculum Committee has not yet had the discussions needed, with regard to the Basic Skills courses, to move forward with this group of courses.
J. Maringer-Cantu said the intent is to make it as easy as possible for the Distance Ed. students to get information to possibly help with the drop out rate. Ideally, the course would be open-entry, open-exit.
B. Lawn reiterated that the Curriculum Committee is not yet ready to discuss Basic Skills non-credit courses. She added that she agrees that this course is needed but there seems to be a lot of contradiction.
M. Segal added that she is excited about the class to encourage the online courses.
E. Luna agreed that the course sounds great, but does not think that it should be classified under non-credit.
K. Warren said that she doesn't think that we want to make barriers to online courses but thinks the course should be a requirement to take the online courses.
A. Rosette asked if there is a way to make it a requirement if a student has already failed an on-line course and then they would be required to take it.
J. Parker added that she sees how the class can help students and believes that it should be a non-credit course.
R. Lee asked what the difference is going to be with the course and having links under the help menu on the existing online courses.
J. Maringer-Cantu said that the online course is more involved and has contact with a teacher.
K. Warren asked if the course is defeated today, does it have a chance to be taught in the spring. The answer was no.
R. Lee pointed out that if it is defeated, when it comes back it needs to be a First reading again.
VOTE: 8 in favor, 4 opposed

2. NEW COURSE PROPOSAL – SECOND READING
    a.   ENGL 754 – Discover Your Family History
    b.   ENGL 755 – The Art of Storytelling for Older Adults
    MSC for ENLG 754 & 755 together (L. Franklin, M. Machado)
    Note: contact hours should be 30
    VOTE: 2 abstentions, the rest in favor

    c.   GUID 710 – Parent Advocacy
    MSC (F. Lozano, S. Au-Yeung)

B. Lawn asked what area of non-credit this falls under. Note: One of the nine categories of non-credit is Parenting.

R. Perez said the course is targeted toward summer bridge parents to help their children/students with higher education.

F. Gonzalez added that encouraging parents to take the course would empower them with knowledge of what is to be expected in Summer Bridge and their child's education.

VOTE: 1 abstention, the rest in favor

3. <u>MODIFICATION TO ESISTING COURSES – FORM C</u>
a.   COS 221 – Advanced Scientific Skin Care (Esthetics)
MSC (L. Franklin, D. Van Tassel)
VOTE: 1 abstention, the rest in favor

b.   FRNH 1A – Elementary French
MSC (E. Luna, K. Warren
B. Lawn pointed out that in her opinion, the Learning Outcomes seem too general and broad and they need to be more specific.
L. Franklin stated that she liked the broader outline of the course. It is a more topic-based outline.
VOTE: 1 abstention, 1 opposed, the rest in favor

4. <u>MODIFICATION TO DEGREE/CERTIFICATES – FORM F</u>
a. General Education Learning Outcomes
MSC (S. Au-Yeung, L. Franklin)
B. Donovan will email the Committee the final version before it goes into the catalog.
VOTE: All in favor with the understanding that J. Olivas and T. Willett will provide the modifications needed to make them acceptable to everyone.

5. <u>PROPOSAL FOR NEW DEGREE/CERTIFICATE PROGRAM-FORM G</u>   a. Computational Preparation for Bioinformatics
MSC (K. Warren, B. Lawn)
J. Parker brought forward a question/statement for J. Olivas, in his absence; J. Olivas is confused with the use of Bioinformatics in the title of this degree/certificate program, as there is no Bio requirement listed for the program.
D. Van Tassel said that the course deals with computational work needed to obtain a job in the Bioinformatics field. There are languages and tools taught in this course that people in the Biotechnology field would need to use.
E. Luna asked if it might be more appropriate to have a certificate in Computational Preparation instead of including the Bioinformatics name in the title.
R. Lee added that, in his opinion, it seems to be a "packaging" issue not a substance issue.
VOTE: 5 in favor, 7 opposed – The motion was defeated.
R. Sharboneau suggested that D. Van Tassel look at Foothill's program, which includes Biology courses.
J. Parker shared her thought on the legitimacy of requiring a Bachelors degree to get an AA degree.
It was suggested that the program be repackaged in a different format.

V.   Issues
A.   Discussion
1. 16-week Schedule/Calendar
F. Lozano spoke with T. Willett and shared 2 points with the committee. 1) The survey for the block schedule isn't going to be able to happen like we thought it would and 2) It looks like the starting time for the first block will be 8:10am.
K. Warren shared her opinion that it is important to have some Monday holidays instead of all Friday holidays.
R. Rosette asked about the flexibility of the Staff Development Days. K. Wagman said that the ultimate decision is up to GFCA.
S. Au-Yeung added that the committee could come up with 2 variations for the Staff Development Days and have the faculty vote on it. Then that will be the recommendation taken to GFCA. Right now, the recommendation is that the 5 flex days will stay the same.

B. Lawn asked if it is possible to hold off on a draft of the block schedule so that more surveying can be done? F. Lozano said that yes that is a possibility.

R. Lee said, in his opinion, tweaking the schedule for the 16-week calendar is minor compared to the changes that have already been made. He believes that it is imperative to survey and see if there has been success with the changes that have already been made.

K. Wagman pointed out that the packet of information of what Gavilan will run needs to be sent to the State in June.

E. Luna shared his support for the 16-week calendar but also expressed a concern that the full course material will probably not be able to be covered.

K. Wagman pointed out that with the block scheduling, there is actually more class time.

R. Rosette asked how finals week is being counted from a State funding perspective. J. Parker said that finals are counted as instructional time and funded accordingly.

F. Lozano summarized the issues brought up as:
- 5 minute pass break possibly not long enough
- How it will affect Staff scheduling with regard to meetings, committees, etc.
- Look at a non-block schedule; consider another model

L. Tenney said that she has been talking with T. Willett regarding surveying the students and asking them their concerns. They are both in agreement that it would be beneficial.

R. Lee asked if it is possible to take the night classes out of the block scheduling. He also brought up the topic of the College Hour, which would be a campus wide hour to unify faculty, staff and students.

K. Wagman said that the Academic Senate would be voting on the block scheduling on May 17, 2005.

2.   Topic Based Course Outline

S. Dodd removed this topic from the agenda. It will be brought back to the Committee for more information/discussion in the fall.

B.   Information

1.   Non-credit Course Outline

B. Donovan and R. Perez have been working to put together a new form for non-credit courses.

There will be a Basic Skills forum on Thursday, May 11 from 2:15-3:45 in SS 206.

F. Lozano reiterated that the non-credit Basic Skills discussion still needs to be done.

VI.   Adjournment

S. Dodd adjourned the meeting at 4:00 pm. R. Lee thanked J. Hall for taking accurate minutes for the Curriculum Committee. S. Dodd was acknowledged and thanked for her no-nonsense approach and for keeping the Committee meetings on track.

Next Meeting: Fall 2005