

CURRICULUM COMMITTEE MEETING

Monday, February 13, 2006

2:10 p.m., PH 101

MINUTES

Present: S. Dodd, D. VanTassel, E. Luna, M. Machado, K. Campbell, E. Alster, K. Warren, J. Olivas, L. Tenney, J. Parker, J. Harmon, A. Rosette, F. Lozano, R. Lee, F. Lopez, B. Donovan, A. Oropeza
Guests: R. Perez, J. Pruitt, M. Abad-Cardinalli, R. Gillis, T. Newman, M. McKenna

I. Call to Order/Welcome

Susan Dodd called the meeting to order at 2:15 p.m. She thanked Marietta Segal for her years of service to this committee.

II. Agenda Adjustments

The order of IV.B.1 and IV.B.2 were reversed.

III. Approval of Consent Agenda

It was MSC (D.Van Tassel/S.C.Au-Yeung) to approve the consent agenda minus the minutes as follows:

A. Minutes of November 28, 2005

It was MSC (E.Luna/S.C.Au-Yeung) to approve the November 28, 2005 minutes with the following corrections:

IV.A.3.f. – the vote should read “**The majority** in favor, with 1 opposed.”

IV.A.3.ee. – add to the end of the 2nd paragraph: ...250 be used here? “**The**

committee agreed with his statement. They will continue to apply

this practice.”

B. Form C’s – Modification to Existing Course

- | | |
|---------------------------|--------------------------------|
| 1. CD 1 | Principles and Philosophies of |
| Early Childhood Education | |
| 2. CD 4 | Observing and Assessing |
| Children | |
| 3. CD 8B | Teaching Reading and Writing |
| to Children | |
| 4. CSIS 6 | Web Page Authoring I |
| 5. CSIS 8 | Introduction to the Internet |
| 6. CSIS 9/CD 12 | Computer Education for |
| Teachers | |
| 7. CSIS 12/12L | Assembly Language |
| Programming | |
| 8. CSIS/DM 71 | Desktop Publishing - Adobe |
| Pagemaker | |
| 9. CSIS/DM 72 | Desktop Publishing - |
| QuarkXPress | |
| 10. CSIS 84 | JavaScript Programming |

C. Form D’s – Distance Education

- | | |
|-----------|--------------------------|
| 1. GBUS 1 | Fundamentals of Business |
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IV. Issues

A. Old Business

1. 2005 – 06 Courses to be Updated List

Bonnie Donovan reminded everyone to check the progress reports on the curriculum webpage.

B. Information

1. Biotech Program Overview

Rich Gills reported that the program is the result of a five-year, \$900,000 multi-college

grant to develop livable wage jobs in the growing biotechnology industry. The grant has provided outreach services to over 4,000 high school students. They have found that there is a lack of qualified, trained technicians in the area and it may be why biotechnology companies don't locate here. The grant focuses on under-privileged students, underemployed, and those looking for retraining. The curriculum is being developed by Russell Lee and Mary McKenna. One of the requirements of the grant is development of a biotech program that helps students find jobs. It has been set up as a career ladder so students can come in and go out at different levels. It will offer a certificate, an AA, or completion of a transfer program. The projected start of the first course is fall of next year. Dennie Van Tassel suggested adding additional computer courses for the associate and transfer degrees.

2. Community Education Spring Semester Offerings

The previous practice of reviewing the Community Education class offerings before they go to the board will be reestablished. There was discussion on whether the program overlaps credit courses such as CSIS, Spanish, and PE classes. Terry Newman reported that the college is interested in growing the program. She assured the committee that the program focuses on fun, short term, personal enrichment classes that are not graded. The target audience is different from those taking

credit courses. Terry reported that frequently, people who take Community Education classes take credit classes after they take a short term class in the subject. Kathy Campbell expressed a concern that ESL and non-credit courses not be duplicated when both are offered close to a full semester. Rachel replied that the audience is different because non-credit students may not be ready to take credit courses.

V. Curriculum

A. New Business

1. New Course Proposal – First Reading

a. BIOT 103 Biotechnology Lab Skills and Instrumentation –
MSC (D.VanTassel/S.C.Au-Yeung) to approve.
Jesus Olivas suggested numbering it 100 as it is the first in a sequence.

b. THEA 6 Introduction to Audio production – MSC (A.Rosette/L.Tenney) to approve.
Grading should be either credit/no credit or regular. Marilyn Abad
Cardinalli will make that correction as well as listing additional universities that accept it for transfer. The class will also be listed as a potential evening offering.

2. New Course Proposal – Second Reading

a. AH 742 Coping with Loss

MSC (S.C.Au-Yeung/R.Lee) to

approve

3. Modification to Existing Course – Form C

a. ENGL 260 Preparation for College Reading

MSC (K.Campbell/E.Alster) to approve

The intent is to avoid students going from the top of ESL back to a lower

English class. There was discussion regarding the sequence of classes from

ESL to English and which ESL classes are equivalent to which English classes.

Karen will take the topic back to the English department for discussion.

b. ENGL 1C Critical Reasoning and Writing

MSC (E.Luna/M.Machado) to approve

c. FRNH 1A Elementary French

MSC (S.C.Au-Yeung/E.Alster) to approve

The description will be reworded to emphasize understanding and speaking.

d. FRNH 1B Elementary French

MSC (E.Luna/S.C.Au-Yeung) to table

There was discussion whether the class should have an advisory or

prerequisite. An advisory would allow for easier registration and

may increase enrollment, but some students may be unprepared

without the prerequisite. It was agreed to table pending investigating

the requirement of validation of a prerequisite. Jane will review how

other colleges handle the issue and report at the next meeting.

NOTE: ILOs should be in order of importance.

e. PHIL 3A Ethics

Agreed by consensus to pull from agenda pending Elizabeth Hodge's availability to answer any questions.

f. PHIL 5 Critical Thinking

Agreed by consensus to pull from agenda.

g. PHIL 6A Comparative Religions

Agreed by consensus to pull from agenda.

h. PHIL 6B Philosophy of Religion

Agreed by consensus to pull from agenda.

i. POLS/AJ/PSYC/CMUN 6 Introduction to Conflict Resolution

MSC (E.Alster /L.Tenney) to approve

VI. Adjournment

The meeting was adjourned by consensus at 3:46 p.m.