

GAVILAN COLLEGE CURRICULUM MEETING

Monday, May 8, 2006

2:10 p.m., PH 101

MINUTES

Present: S. Dodd, J. Parker, K. Warren, L. Tenney, J. Olivas, E. Luna, K. Warren, F. Lozano, S.C. Au-Yeung, J. Maringer, R. Lee, D. VanTassel, K. Campbell, S. Carr, A. Rosette, R. Hernandez, M. Machado, B. Donovan, A. Oropeza

Guests: Mike Doty, Linda Merchant, Doug Havic, R. Perez, J. Wolowitz, M. Sanidad, K. Bedell, M. McKenna

I. Call to Order

The meeting was called to order by Susan Dodd at 2:13 p.m.

II. Agenda Adjustments

- Agenda items were taken out of order to accommodate guests.
- Add: VI. Information

III. Approval of Consent Agenda

MSC (L. Tenney/F. Lozano) to approve

A. Minutes of April 24, 2006

B. Modification to Existing Course – Form C

1. ENGL 1B – Composition and Literature
2. ESL/LIB 556 - Information Competency for ESL Students

C. Modification to Existing Programs – Form F

1. Humanities – retire program
2. Humanities-Social Science – retire program

IV. Issues

A. Old Business

1. Double Counting of the Cultural Diversity Requirement

The handout that Leslie prepared was distributed by Susan to the faculty senate.

The senate approved the proposal unanimously, to take effect next year. Joy stated that the change needs to be placed in the online catalog and the new catalog and schedule when they are redone. Bonnie will follow up.

2. Report on Senate Curriculum Discussion

Susan reported that she distributed the April 24, 2006 curriculum minutes to the faculty senate for their review of the curriculum committee discussion regarding accountability, and who can submit curriculum. The senate's view is that there is a process in place and anyone can generate curriculum but it should be brought forward through a department and dean who will be responsible to support it and fit it into the curriculum. They also felt the college should consider community need. There was discussion whether a committee with appropriate representation should be formed or whether discussion can begin through an existing group to talk about how the college deals with decision making and institutional planning,

lack of follow up on decisions, and a disconnect of functions. It was agreed that this will be a continuing topic of discussion at the next Department Chair meeting. Additional input on the issue included the following:

- New programs should go through department chairs and be assigned to a department so the department can do the research to determine feasibility, and then present it institutionally.
 - How do we know what programs to offer, not just respond to community request. We should pick the areas where we are certain to excel and not compete with others.
 - Instead of individual departments deciding which programs to offer, the institution should decide which direction to go.
 - Determine how community need vs. faculty recommendations is being assessed.
 - Determine roles of groups such as IEC and how evaluation recommendations are carried through.
 - Determine our instructional niche or specialty.
3. Schedule of Fall Semester Meetings - Tentative
Susan reminded everyone that the draft schedule is tentative pending the department chair meeting schedule.

V. Curriculum

A. Old Business

1. New Course Proposal – First Reading
 - a. HORT 20 – Horticulture
MSC (D. Van Tassel/K. Campbell) to approve

B. New Business

1. New Course Proposal – First Reading
 - a. BIOT 104 – Careers in Biotechnology
MSC (E. Luna/S.C. Au-Yeung) to approve
The form will be changed to indicate it can be offered either semester.
 - b. PE 74 – Flag Football
MSC (L. Tenney/S.C. Au-Yeung) to approve
2. New Course Proposal – Second Reading
 - a. AJ 100A – Basic Police Academy
MSC (S.C. Au-Yeung/K. Campbell) to approve
Prerequisite
MSC (D. Van Tassel/S.C. Au-Yeung) to approve
 - b. ESL 704A – ESL for the Workplace
MSC (D. Van Tassel/K. Campbell) to approve
The testing and homework components will be deleted as this is non-credit.
3. Modification to Existing Course – Form C
 - a. ACCT 20 – Financial Accounting
 - b. ACCT 21 – Managerial Accounting
MSC (S.C. Au-Yeung/D. Van Tassel) to approve both
 - c. AH/LIB 140 – Online Health Research
MSC (E. Luna/M. Machado) to approve

4. Distance Education – Form D
 - a. ACCT 20 – Financial Accounting
 - b. ACCT 21 – Managerial Accounting
MSC (S.C. Au-Yeung/E. Luna) to approve both
 - c. AH/LIB 140 – Online Health Research
MSC (E. Luna/R. Lee) to approve
5. Modification to Existing Programs – Form F
 - a. Licensed Vocational Nursing – Add English 1A as prerequisite
MSC (S.C. Au-Yeung/E. Luna)
The researcher has done validation studies that indicate the need to help with attrition. The form will be revised to include documentation of justification of addition of prerequisites.

VI. Information

Jesus reported that he attended the articulation conference on ASSIST. He will update Department Chairs on how faculty will be involved in terms of submitting courses for approval toward majors at the state university level. He will ask for faculty support with providing course outlines and needed modifications. He will update faculty on the new common course agreement that will be appropriate for both UC and CSU.

VII. The meeting was adjourned by consensus at 3:00 p.m.