

# GAVILAN COLLEGE CURRICULUM MEETING

Monday, September 25, 2006

2:30 p.m., PH 101

## MINUTES

Present: F. Lozano, S. Dodd, L. Tenney, J. Olivas, A. Akinsete, E. Crook, F. Lopez, M. Machado, S.C. Au-Yeung, D. Young, D. Vantassel, E. Luna, S. Carr, A. Rosette, R. Hernandez, R. Lee, K. Campbell, B. Eastman, R. Perez, B. Donovan, A. Oropeza  
Guests: M. McKenna, M. Sanidad, T. Newman, J. Edberg, L. Mirch, N. Nguyen

### I. Call to Order/Welcome

The meeting was called to order by Susan Dodd at 2:30 p.m.

### II. Agenda Adjustments

Withdraw: V.3.j. MUS 13 – Concert Choir

### III. Approval of Consent Agenda

#### A. Minutes of May 8, 2006

MSC (E.Luna/D.Van Tassel) to approve.

### IV. Issues – Information

#### A. Meeting/Agenda Format

Susan Dodd reviewed the meeting dates for the semester and the agenda format.

#### B. List of Courses to be Updated

Susan reported that Bonnie Donovan distributes the list of courses that need to be updated. Jesus Olivas reported that the lower division pattern has been reviewed and presented at Department Chairs. He reviewed the courses to be assigned new numbers for CSU transfer patterns. He noted that some courses need textbook and course outline updates. He will email those people who need to make the changes. Even if classes are not being offered, they need to be updated because we want to maintain the university articulation. If they are not maintained, it takes two years to get them re-articulated. He also reported that he is submitting courses for UC transfer agreements, those submitted before November will be approved for fall 2007.

#### C. Classes Taught in Spanish

Jesus would like to begin a discussion on whether we should offer transfer courses taught in Spanish. He is concerned that students are being encouraged to enroll without being academically qualified for the same rigor as the English-taught class. Students are not being screened. He stated that the same standard needs to be maintained in the Spanish-taught class as in the English-taught class as required by the universities. Susan asked committee members to talk to their constituent groups for further discussion at the next meeting.

#### D. Community Education Fall Course Offerings

Terry Newman reported that her department is working on developing a list of potential course offerings. She stated that her report to the Board, including enrollment numbers, will be available shortly. Terry will forward to Susan who will then distribute to the committee.

#### V. Curriculum

##### A. New Business

##### 1. New Course Proposal – First Reading

- a. AJ 105P – Standard and Training for Corrections Probation  
MSC (E.Luna/K.Campbell) to approve. The description will be revised to indicate that students must be employed by a probation department.
- b. AJ 129P – PC 832 Without Firearms  
MSC (K.Campbell/L.Tenney) to approve.
- c. CSIS 142 – Vista Windows Operating System  
MSC (S.C.Au-Yeung/E.Luna) to approve. It was suggested that the description include the version used instead of putting it in the title.
- d. ESL 565 – Editing for ESL Writers  
MSC (D.VanTassel/S.C.Au-Yeung) to approve.  
The credit/non-credit option will be included in the description.
- e. ESL 581 - ESL Pronunciation I
- f. ESL 582 – ESL Pronunciation II  
MSC (E.Luna/M.Machado) to approve.
- g. ESL 584 – Culture Through Film  
MSC (S.C.Au-Yeung/E.Luna) to approve.
- h. ESL 704B – ESL in the Workplace  
MSC (R.Lee/F.Lozano) to approve.
- i. PE 75 – Sports Conditioning  
MSC (D.Van Tassel/M.Machado) to approve.
- j. PE 76 – Marathon Training  
MSC (E.Luna/R.Hernandez) to approve.

##### 2. New Course Proposal – Second Reading

- a. BIOT 104 – Seminar in Biotechnology  
MSC (K.Campbell/S.C.Au-Yeung) to approve.
3. Modification to Existing Course – Form C
- a. ART 8A – Beginning Photography from Analog to Digital  
MSC (A.Rosette/K.Campbell) to approve contingent on Jane Edberg completing and forwarding the front page of the form to Bonnie. FYI: Textbooks should include the year. It helps when lecture and lab are broken down.
  - b. CHEM 12A – Organic Chemistry  
MSC (D.VanTassel/L.Tenney) to approve.
  - c. CSIS/LIB 3 – Research Skills  
MSC (K.Campbell/D.VanTassel) to approve.
  - d. CSIS 18 – C Programming  
MS (E.Luna/D.VanTassel) Motion was defeated. (aye – 3, no – 9). It was recommended that this be submitted as a new course.
  - e. ENGL 2J – Mythology  
MSC (K.Campbell/S.C.Au-Yeung) to approve.
  - f. FRNH 1B – Elementary French  
MSC (K.Campbell/S.C.Au-Yeung) to approve contingent on: a text should be required and the prerequisite should be corrected. Susan will follow up.
  - g. HIST 5 – Women’s Lives in Early United States History
  - h. HIST 6 – Women’s Lives in Recent United States History
  - i. HIST 7B – History of Western Civilization  
MSC (E.Crook/K.Campbell) to approve.
  - j. MUS 13 – Concert Choir  
Withdrawn
  - k. RE 162 – Real Estate Practice
  - l. RE 163 – Real Estate Finance
  - m. RE 164 – Real Estate Appraisal  
MSC (S.C.Au-Yeung/B.Eastman) to approve
4. Distance Education – Form D
- a. ENGL 2J – Mythology  
MSC (E.Luna/S.C.Au-Yeung) to approve.

b. CSIS/LIB 3 – Research Skills  
MSC (E.Crook/E.Luna) to approve.

5. Modification to Existing Programs – Form F

a. Business Computer Applications, Degree and Certificate  
MSC (E.Crook/E.Luna) to approve. The modification is designed to give students more options.

VI. Adjournment

The meeting was adjourned at 4:10 p.m..