

GAVILAN COLLEGE CURRICULUM MEETING

Monday, December 11, 2006

2:30 p.m., PH 101

MINUTES

Present: A. Akinsete, K. Campbell, S. Carr, E. Crook, S. Dodd, R. Lee, F. Lopez, F. Lozano, E. Luna, J. Maringer, J. Olivas, J. Parker, J. Pruitt, A. Rosette, L. Tenney, D. Van Tassel, D. Young, B. Donovan

Guests: R. Perez, M. McKenna

I. Call to Order

The meeting was called to order by Susan Dodd at 2:38 p.m.

II. Agenda Adjustments

None.

III. Approval of Consent Agenda

A. Minutes of November 13, 2006

B. Minutes of November 27, 2006

C. Modification to Existing Course – Form C

1. ANTH 8 – Introduction to New World Archeology

2. GEOL 13 – Environmental Geology

MSC (D. Van Tassel/J. Maringer) to approve. 1 abstention.

IV. Curriculum

A. New Business

1. New Course Proposal – First Reading

a. BIOT 105 – Advanced Biotechnology Laboratory
MSC (J. Olivas/F. Lozano) to approve.

b. MATH 233A – First Half of Intermediate Algebra

c. MATH 233B – Second Half of Intermediate Algebra

MSC (D. Young/F. Lozano) to approve both sections. There was some concern about the amount of time the students will be required to meet for the class in relationship to the unit value. However, this is modeled after the Math 205 class which has been highly successful. Also, the students have the option of taking this same course over one semester.

2. New Course Proposal – Second Reading

a. ENGL 758A – CAHSEE Preparation A English-Language Arts
MSC (D. Young/K. Campbell) to approve.

b. MATH 758B – CASHEE Preparation B Mathematics
MSC (F. Lozano/D. Van Tassel) to approve.

3. Modification to Existing Course – Form C

a. ENGL 756 – GED Preparation

MSC (D. Van Tassel/D. Young) to approve. This will allow the course to be taught in Spanish. The test can also be taken in Spanish.

- b. GBUS 102 – Business Math
MS (J. Maringer/E. Luna) The motion was defeated 3-10-0. The learning outcomes need work.
- c. JLE 101 – Supervision and Leadership – Recruit Training Officer
MSC (A. Akinsete/J. Maringer) for approval.
- d. PL 110 – Introduction to Paralegalism
MS (D. Young/J. Maringer) The motion was defeated 6-7-0.
Improvements are needed on the learning outcomes. Learning outcomes need to reflect critical thinking skills.
- e. RE 165 – Legal Aspects of Real Estate
MSC (J. Olivas/E. Crook) for approval 8-3-0. Repeatability is a concern. A discussion about the regulations governing repeatability will be a discussion item next semester.
- f. RE 167 – Real Estate Economics
MS (D. Young/K. Campbell) The motion was defeated 3-8-1. The learning outcomes need to be improved to include critical thinking skills.

4. Distance Education – Form D

- a. CSIS 120 – Computerized Accounting
MSC (J. Maringer/E. Crook) to approve.
- b. CSIS 124 – Windows Fundamentals
MSC (S. Carr/D. Young) to approve.
- c. ECON 1 – Principles of Macroeconomics
- d. ECON 2 – Principles of Microeconomics
- e. ECON 14 – Personal Finance
MSC (E. Luna/J. Maringer) to approve the Form D's for the three ECON classes.
- f. GBUS 80 – Business Law
MSC (E. Luna/F. Lozano) to approve.
- g. GBUS 102 – Business Math
Withdrawn as the Form C was not approved.
- h. RE 165 – Legal Aspects of Real Estate
MSC (E. Luna/J. Maringer) for approval.

NOTE: The Form D will be reviewed next semester.

5. Certificate of Achievement – Form J

- a. Certificate in Biotechnology
MSC (R. Lee/E. Luna) to approve.

V. Issues

A. Information

- 1. Tentative Spring Semester Meeting Schedule. Due to Bonnie's involvement in ERP training we will meet once a month during the spring semester. Our

meetings generally last an hour and a half. We will probably need to plan on meeting for 2 hours. The first meeting of the spring semester will be February 26, 2007 at 2:30 pm in PH 101. It will be very important, because of schedule development, that any additions/changes to curriculum that affect the fall semester be on that first meeting.

B. Discussion

1. Transitional Curriculum Approval Process during ERP. See information item.
2. Course Learning Outcomes. Thanks to Jane Maringer for sharing her presentation on learning outcomes. She provided a link as well as hard copies. PLEASE share this information with your department members. There is also plans in the works to include workshops on writing learning outcomes during spring semester's staff development day.

VI. Adjournment

The meeting was adjourned by consensus at 4:00 p.m.