

GAVILAN COLLEGE CURRICULUM MEETING

Monday, October 27, 2008

2:30 – 4:30 p.m., LI 171

MINUTES

Present: S. Au-Yeung, M. Bumgarner, S. Carr, E. Crook, S. Dodd, B. Donovan, V. Krimsley, B. Lawn, R. Lee, F. Lozano, E. Luna, M. Machado, J. Maringer, J. Olivas, J. Parker, A. Rosette, L. Tenney, D. Young, D. Stone

I. Call to Order

The meeting was called to order at 2:35 pm by Susan Dodd.

II. Agenda Adjustments

Add to V. Discussion – Item C. Curriculum (Jesse Olivas). Note: This was later withdrawn.

III. Approval of Consent Agenda

A. Minutes of October 13, 2008

MSC (J. Maringer/E. Luna) – unanimous.

IV. Curriculum

A. New Business

1. NEW COURSE PROPOSAL – FIRST READING

a. Chinese 1A Elementary Mandarin

b. Chinese 1B Elementary Mandarin

Introductory and continuation courses in elementary Mandarin. Part of an ultimate fold-out – the language of the future. Could be part of a Certificate in International Business (including Business, Spanish and Mandarin courses). Shuk is looking for grant money to expand the program. Concerns were voiced about calling this a second language rather than a foreign language, and what evidence is there that students would be interested in this course and enroll. Preliminary studies indicated student interest; the Japanese studies did well in the summer. What about instructors? Two possible teachers have been identified. One is a Chinese linguist, and the other has a MA in Chinese and is a Math teacher at Sobrato. Another concern, will a new foreign language dilute the pool of foreign language takers? This could possibly go into a rotation. Also, GECA students need the French classes.

MSC (M. Machado/J. Maringer) – unanimous.

2. DISTANCE EDUCATION – FORM D

a. ECON 1 Principles of Macroeconomics

Offered in response to the demand for more General Education courses being available in the online format. Jane asks if these follow the disability checklist. Sherrean will check with the instructors. Since these classes haven't been developed yet, instructors could use "508 Taskforce" as a guide. Concern about the linking of out-of-class assignments to the textbook. Is this acceptable? It would also help to specify what is being

learned in the lessons.

MSC (D. Young/M. Bumgarner) – unanimous.

- b. ECON 2 Principles of Microeconomics
Same concerns as above with accessibility.

MSC (E. Luna/M. Bumgarner) – unanimous.

3. MODIFICATION OF EXISTING PROGRAM – FORM F

- a. PE Education Option
- b. PE Sports Management Option
- c. PE Sports Medicine Option

Changes came about as a result of resubmitting programs to the Chancellor's Office. Bonnie compliments the forms/format in which this was presented (with the old requirements shown as well as the newer requirements).

MSC (J. Maringer/E. Luna) – unanimous.

V. Discussion Items

A. Revising Forms

Is it time to review our forms, in view of some changes made recently (i.e., adding the General Education Outcomes). Consensus was that we should review. There were questions on the need to include the semesters in which classes will be offered. Volunteers offered to work on this and bring back recommendations to a future meeting (Jesse, Jane, Dana, Joy, Bonnie, Susan).

B. Inactive Courses

A list has been provided to the Department Chairs which includes classes that have not been offered in at least two years. Bonnie advised that this list also includes classes that are new and have yet to be taught for the first time. So far, three Department Chairs have notified Curriculum which courses should be inactivated. Leslie would like to have a final list of those that go inactive, so that counselors will have this information and can accurately guide students. What happens if we inactivate all the courses for a program? Victor advises that we then notify the Chancellor's Office that the program is currently inactive as well. We would be out of compliance with Title 5 to advertise classes we are not offering. IEC will be looking and making recommendations in the Program Review. What is the process to reactivate a course/program? Fill out the appropriate forms and update the course and program. Courses that are inactivated will not be published in the catalog. Jesse advises that for articulation, once a course is out of the catalog, universities view it as deleted; re-articulation would take 1-2 years. Another consideration: courses that stay on the books, must be assessed, even though they are currently not being taught; accreditation requires this. The departments should send their list of courses to be inactivated to Bonnie and cc: Susan. Sherrean attended an accreditation workshop where it was made clear that by 2012, all the courses we offer must be fully assessed. Rachel Perez will be addressing this issue for our non-credit courses.

VI. Adjournment at 3:25 pm by consensus.

Submitted by Diane Stone. Edited by Susan Dodd

Distribution:

S. Au-Yeung, K. Bedell, D. Besson-Silva, M. Bumgarner, S. Carr, E. Crook, S. Dodd, B. Donovan, R. Hannon, R. Hernandez, V. Krimley, B. Lawn, R. Lee, F. Lopez, F. Lozano, E. Luna, M. Machado, J. Maringer, J. Olivas, J. Parker, J. Pruitt, A. Rosette, C. Salvin, J. Stewart (ASB Representative), L. Tenney, D. Van Tassel, E. Venable, D. Young, G. Cardinalli, K. Day, M. Cortes, T. Newman, O. Magana, A. Oropeza, C. Starr, D. Stone