

GAVILAN COLLEGE CURRICULUM MEETING  
Monday, December 14, 2009  
3:00 – 4:30 p.m., PB 14

MINUTES

In Attendance: S. Carr, S. Dodd, B. Donovan, F. Lozano, E. Luna, J. Maringer, M. McKenna, J. Olivas, K. Rose, M. Sanidad, R. Sharboneau, D. Van Tassel, E. Waddell, D. Stone.

- I. Call to Order  
The meeting was called to order by Susan Dodd at 3:01 pm.
- II. Agenda Adjustments  
Withdraw item V.A. - Grade Change One Year Timeline.
- III. Approval of Consent Agenda
  - A. Minutes of November 23, 2009
  - B. Textbook Updates:  
AH 3, AH 11, AH 16, AH 30, AH 32, AH 170, AH 171, AH 180, AH 182, AH 130,  
AH 141, ART/CSIS/DM 110, ART/CSIS/DM 113, ART/CSIS/DM 140,  
ART/CSIS/DM 80, ART/CSIS/DM 76, ART/CSIS/DM 107, CSIS 26, CSIS 61  
**MSC (M. Sanidad/J. Maringer). Vote: unanimous.**
- IV. Curriculum
  - A. New Business
    1. MODIFICATION OF EXISTING COURSE – FORM C
      - a. JLE 102 Police Supervisor Course  
General update.  
**MSC (D. Van Tassel/M. Sanidad). Vote: unanimous.**
      - b. JLE 119 Field Training Officer Update  
Catalog course description updated (Bonnie advises that there is a slight wording change from the existing catalog description), general update. Spelling correction: Sharrean to Sherrean.  
**MSC (M. Sanidad/E. Luna). Vote: unanimous.**
      - c. JLE 150 Traffic Investigations  
Bonnie advises that there is a slight wording change from the existing catalog description.  
**MSC (E. Luna/M. Sanidad). Vote: unanimous.**
    2. DISTANCE EDUCATION – FORM D
      - a. CMUN 11 Business Communication  
General update; Sabrina has approved. This is a hybrid class - teaches students how to communicate online. Susan thanked Ellen Waddell for using the most up-to-date form. This course uses Moodle. Jane reminds that the website must be accessible.  
**MSC (M. Sanidad/M. McKenna) Vote: unanimous.**

### 3. MODIFICATIONS TO DEGREES AND/OR CERTIFICATES

- a. Computer Graphics Design – AA Degree and Certificate of Achievement  
Part of the degree/certificate clean up started by Vic Krimsley. Changes include correcting the # of units to what was approved by the Chancellor's Office, removing CGD 160 and putting in CGD 6. It was suggested that the added/deleted section of the form could be used to describe what changes are being made - especially when changing courses for a certificate. This would be helpful to the counselors. We must be mindful of student rights - and catalog rights. Susan advised that the committee would look at the form.  
**MSC (R. Sharboneau/M. Sanidad) Vote:** unanimous - *contingent on corrections to courses added & deleted; also a more specifically stated effective date/Chancellor's approval.*

- b. Adding New Option to Existing Degree and/or Certificate  
1. Technical Desktop Publishing and Graphics Option  
2. Advanced Technical Computer Graphics Design Option  
Removed from the agenda in order to bring back a cleaner version.  
We want DegreeWorks to be accurate.

#### V. Discussion/Action

- A. Grade Change One Year Timeline – Dr. Rose  
Withdrawn from Agenda.

#### VI. Information

- A. [Spring Semester Meeting Schedule](#) - Put all these Spring meeting dates in your calendar. See you next year - have a very happy holiday season.

#### VII. Adjournment

Adjourned at 3:35 pm by consensus.

#### Distribution:

S. Au-Yeung, K. Bedell, M. Bumgarner, S. Carr, E. Crook, S. Dodd, B. Donovan, M. Giovannini (ASB Representative), R. Hannon, H. Jukl, F. Lopez, F. Lozano, E. Luna, M. Machado, J. Maringer, M. McKenna, J. Olivas, J. Pruitt, K. Rose, A. Rosette, C. Salvin, M. Sanidad, R. Sharboneau, D. Van Tassel, E. Venable, C. Whitney, D. Young, G. Cardinali, K. Day, M. Cortes, T. Newman, O. Magana, A. Oropeza, C. Starr, D. Stone