

# GAVILAN COLLEGE CURRICULUM MEETING

Monday, September 26, 2011

3:00 – 4:30 p.m., BU 119

## MINUTES

In attendance: S. Carr, E. Crook, S. Dodd, B. Donovan, S. Lawrence, F. Lopez, J. Maringer, R. Morales, G. Ramirez, A. Rosette, M. Sanidad, R. Sharboneau, E. Talavera (recorder)

Guests: L. Halper, R. Kreider, S. Kurtz, J. Lawton-Haehl, T. Newman, S. Sweeney, S. Tuma, L. Vaughn, K. Warren

### I. Welcome/Call to Order

The meeting was called to order at 3:05 pm with a welcome to new members Sabrina Lawrence and Rey Morales, new minutes recorder Esteban Talavera, thanks to Diane Stone for her past service as recorder, and congratulations to Bonnie Donovan for Employee of the Month in June.

### II. Agenda Adjustments

None.

### III. Training for Certification for Stand-Alone Credit Course Approval

#### A. Stand Alone Training 2011

Went into effect August 2007 and will continue until December 2012. This applies only to credit courses that are not part of a degree or certificate. The college must certify with the Chancellor's office that we went through the training.

#### B. Handout 1

#### C. Handout 2

#### D. Handout 3

#### E. Handout 4

Contains the criteria by which courses are established and judged.

### IV. Approval of Consent Agenda

#### A. Minutes of May 9, 2011

#### B. Inactivate Courses:

BOT 160, ACCT 101, CGD 1, CSIS 142, CSIS 175A, CSIS 175B, CSIS 175C, CSIS 52, CSIS 56, CSIS 61, CSIS/DM 72, CSIS 88, DM 60, DM 61, ECON 10, CSIS/DM 114, RE 160, RE 162, RE 163, RE 164, RE 165, RE 166, RE 167, RE 168, RE 190, RE 23, CSIS 22, ART 16A, ART 16B, FRNH 2A, FRNH 8A, FRNH 8B, JOUR 16B, MUS 2, MUS 20, MUS 3C, MUS 3D, THEA 10, JLE 139, JLE 181, JLE 340, JLE 145, JFT 299, JFT 16, JFT 200, JLE 360, JLE 138, JLE 116, JFT 13, JLE 134, JLE 137, JFT 2A, JFT 2B, JFT 2C, JFT 2D, JFT 2E, JFT 4B, JFT 4D, JFT 4E, JFT 26C, JFT 21, JFT 24, JFT 18D, JFT 18F, JFT 18G, KIN 68

Add Italian 8A and 8B to inactivated courses.

#### C. Textbook Updates:

CSIS 6, CSIS 7, CSIS 84

**MSC (M. Sanidad/E. Crook ). Vote: unanimous**

### V. Curriculum

#### A. New Business

##### 1. NEW COURSE PROPOSAL – FIRST READING

###### a. KIN 83

Karate

Department has been wanting to expand combatives class offerings and has finally located an instructor to teach this, as well as self-defense for women.

**MSC (S. Lawrence/J. Maringer). Vote: unanimous.**

b. SOC/POLS 9 Global Social Change

A course on globalization similar to courses offered by many CC/CSU's. This is a core course for global study major. Cross-listed so it can be taught by Sociology or Political Science instructor.

**MSC (A. Rosette/M. Sanidad). Vote: unanimous.**

- c. WTRM 101 Introduction to Water/Wastewater Technology
- d. WTRM 102 Beginning Water/Wastewater Math
- e. WTRM 103 Introduction to Electrical and Instrumentation Processes
- f. WTRM 104 Motors/Pumps/Operations & Maintenance
- g. WTRM 105 Water Distribution I
- h. WTRM 106 Beginning Water Treatment Plant Operation
- i. WTRM 107 Beginning Wastewater Treatment Plant Operation
- j. WTRM 108 Water Distribution II
- k. WTRM 109 Advanced Water Treatment Plant Operation
- l. WTRM 110 Advanced Water/Wastewater Mathematics
- m. WTRM 111 Advanced Wastewater Treatment Plant Operation
- n. WTRM 112 Applied Hydraulics
- o. WTRM 113 Beginning Wastewater Collections
- p. WTRM 114 Laboratory Analysis for Waste/Wastewater
- q. WTRM 115 Supervision for the Water Industry Professional
- r. WTRM 116 Advanced Wastewater Collections
- s. WTRM 117 Water Use Efficiency Practitioner
- t. WTRM 118 Introduction to Occupational Health and Safety
- u. WTRM 119 Industrial Wastewater Management and Treatment
- v. WTRM 120 Pollution Prevention and Storm Water Management
- w. WTRM 121 Mechanical Maintenance

An advisory committee recommended Gavilan start credit courses for a Water Treatment Plant Operation Program. The Industry Driven Regional Collaborative Grant was awarded to start the credit program. These are the first readings of the new program. It will be a certificate/AA program and this is phase one of three.

**Committee agreed to vote on items c-w in one motion.**

**MSC: (M. Sanidad/S. Lawrence). Vote: unanimous**

2. NEW COURSE PROPOSAL – SECOND READING

a. CARP 200 Introduction to Apprenticeship

1. Consolidation of three courses focused on safety, hazards on the job site and math.

**MSC: (M. Sanidad/S. Lawrence). Vote: unanimous**

- b. JFT 9C Fire Instructor 1C

General update; align with State Fire Marshall updates.. Remove date assessed from student learning outcomes.

**MSC: (J. Maringer/M. Sanidad). Vote: unanimous**

- c. KIN 15 Sport and Society

1. Course is being offered as an elective once every four semesters. It may be jointly listed with sociology sometime in the future. Will be considered as cultural diversity class in the future.

**MSC: (M. Sanidad/S. Lawrence). Vote: unanimous**

3. MODIFICATIONS TO EXISTING COURSES – FORM C

- a. CWE 192 General Work Experience Education

Change course description from “*a job related to their major*” to “*a job unrelated to their major.*”

**MSC: (M. Sanidad/G. Ramirez). Vote: unanimous**

- b. ENGL 250P Practical Writing

- c. ENGL 260P Preparation for College Reading

K. Warren: New initiative called acceleration to remove exit points of students going through all the levels. The ENGL 250P and 260P courses will be linked together, the prerequisites will be removed and the course will be offered as P/NP to help students move into transfer classes and to be successful. This would be a way to compare students in regular ENGL 250/260 classes to these pilot courses. This is a one year pilot.

**Committee agreed to vote on items b and c together.**

**MSC: (M. Sanidad/E. Crook). Vote: approved, with 7 votes for, 1 opposed, 1 abstaining.**

- d. ESL 557 Vocational English as a Second Language I

Advisory: Include ESL 546 as part of group...use what is on the Advisory form.

- e. ESL 567 Vocational English as a Second Language II

**Committee agreed to vote on items d and e together.**

These courses were written long ago and never offered. Evening students were surveyed and the students wanted a work emphasis of English. ESL 557/567 is being reactivated for evening students.

**MSC: (J. Maringer/S. Lawrence). Vote: unanimous**

- f. JFT 3 Fire Management 1

Update SLOs, content, lab hours and methods of evaluation. Nuances in curriculum with fire-included group activities, final exam required to get certificate. Omit: “*ability to*” from Learning Outcome #1.

**MSC: (J. Maringer/G. Ramirez). Vote: unanimous**

- g. JFT 5A Fire Investigation 1A

Update of description and change Advisory. Content has changed, textbook updated, evaluation of homework, quizzes, final exam.

**MSC: (M. Sanidad/A. Rosette). Vote: unanimous**

- h. JFT 26B Fire Prevention 1B

Changing hours to be compliant for Title V, general update of content as directed by State Fire Marshall.

**MSC: (E. Crook/M. Sanidad). Vote: unanimous**

- i. HIST 2 United States History: Reconstruction to the Present

A CID update was received over the summer. Withdrawn from agenda.

- j. HIST 3 California History

General update and SLO's have changed. Textbook is an anthology.

**MSC: (M. Sanidad/S. Lawrence). Vote: unanimous**

- k. KIN 3A Athletic Training Field Experience

Length of description shortened to make more manageable and a general update.

**MSC: (M. Sanidad/E. Crook). Vote: unanimous**

- l. KIN 71 Self-Defense for Women

Reinstating because now have an instructor and general updating.

**MSC: (J. Maringer/S. Lawrence). Vote: unanimous**

- m. KIN 74 Hiking

Added and revised SLOs with general updates

**MSC: (M. Sanidad/S. Lawrence). Vote: unanimous**

- n. KIN 77 Football

On books titled "Flag Football" but never taught so revising to Football.

**MSC: (M. Sanidad/J. Maringer). Vote: unanimous**

- o. THEA 4/CMUN 2 Oral Interpretation

Part of general updating of theatre arts. Modification: course title "Oral Reading" to "Oral Interpretation". Add statement that Textbook is an anthology and used as a resource.

**MSC: (A. Rosette/J. Maringer). Vote: unanimous**

- p. THEA 13A Theatre Appreciation

General update; Add "Content of course changes depending on what production selected."

**MSC: (R. Sharboneau/A. Rosette). Vote: unanimous**

4. NEW PROGRAM PROPOSAL – FORM CCC-510

- a. Kinesiology for Transfer (AA-T):

Impacted program at SJSU and now students have option to transfer into program.

**MSC: (E. Crook /A. Rosette). Vote: unanimous**

VI. Information-Discussion-and/or-Action

A. Criteria for Cultural Diversity Designation

- a. Subcommittee was formed to discuss over the summer, however not enough information was shared to bring something solid to the committee. So over the course of the semester we will discuss as a larger committee. Give it some thought as we will begin discussions at our next meeting.

VII. Adjournment  
At 4:21pm by consensus.