MINUTES

Attendance: S. Carr, S. Dodd, B. Donovan, M. Machado, J. Maringer-Cantu, R. Morales, J. Olivas, K. Rose, E. Venable, and E. Talavera (minutes recorder)

Guest: B. Beede, R. Lee, C. McLaughlin, T. Newman

  I.   Call to Order

       The meeting was called to order at 3:05 PM.

 II.   Agenda Adjustments

       None.

III.   Approval of Consent Agenda

       A. Minutes of February 27, 2012

              MSC (M. Machado/J. Maringer-Cantu). Vote: unanimous

IV.   Curriculum

       A. New Business

              1.NEW COURSE PROPOSAL – SECOND READING

                  a. WTRM 110   Advanced Water/Wastewater/Distribution Math: Combination of core and elective courses coming through for Water Resources Management.

              MSC (E. Venable /J. Maringer-Cantu). Vote: unanimous.

                  b. WTRM 116   Advanced Wastewater Collections: Typo: no lab associated with class. Should read units and lecture and no labs. On the form it is correct.

              MSC (E. Venable/M. Machado). Vote: unanimous.

                  c. WTRM 117   Water Use Efficiency Practitioner –

              MSC (E. Venable /J. Maringer-Cantu). Vote: unanimous.

                  d. WTRM 118   Introduction to Occupational Health and Safety

                MSC (K. Rose/R. Morales). Vote: unanimous.

                  e.   WTRM 119   Industrial Wastewater Management and Treatment

              MSC (M. Machado/E. Venable). Vote: unanimous.

                  f.   WTRM 120   Pollution Prevention and Storm Water Management J. Concern over last sentence in the course description.

              MSC (J. Maringer-Cantu/E. Venable). Vote: unanimous with the agreement that the last sentence will be grammatically fixed.

                  g. WTRM 121   Mechanical Maintenance

              MSC (K. Rose/M. Machado). Vote: unanimous.

2. <u>MODIFICATIONS TO EXISTING COURSES – FORM C</u>

    a.   ACCT/CSIS 120   Computerized Accounting – QuickBooks

   Updates were to make course lecture only with no lab and update on course due to change in tax codes. Changes would make an impact on major and Department needs to address by completing the 511-Nonsubstantial Form.

       MSC (J. Maringer-Cantu/E. Venable) Vote: unanimous

    b.   DM/ART/CSIS 113   Introduction to Digital Video

     Updated SLO, textbook and content. Error in description as it is also listed as ART/CSIS 113.

       MSC (E. Venable/M. Machado) Vote: unanimous

    c.   DM/CSIS 75   Photoshop I – Adobe Photoshop

     General update.

       MSC (E. Venable/R. Morales). Vote: unanimous

    d.   ENGR 2   Statics

     Update of curriculum, textbook and change of description.

       MSC (R. Morales/E. Venable) Vote: unanimous

    e.   ENGR 5   Engineering Programming and Problem Solving
     Change in title, description, concurrent enrollment with Math 1A and prerequisite. Questions are with the Content Area, committee would like more details about course content. Russell Lee will expand on this information.

       MSC (E. Venable/R. Morales) Vote: unanimous with agreement of more detail in content area to be provided.

3. <u>DISTANCE EDUCATION – FORM D</u>

    a.   ACCT/CSIS 120   Computerized Accounting – QuickBooks

     A concern was raised in terms of students buying textbooks for online classes and the instructors end up using online textbooks instead. Students then need to return books already purchased to bookstore. The recommendation is to bring concern up at the Department Chair meeting.

       MSC (E. Venable/M. Machado). Vote: unanimous.

    b.   CGD 2   2D/3D Technical Computer Graphics I

     Concern about meeting lab hours with online course. Classes already doing this and already exists but doing it more formal now and it helps with the TBA problem.

    c.   CGD 4   2D/3D Technical Computer Graphics II

     Items IV.3.b and c will be taken together.

       MSC (E. Venable/K. Rose).Vote: unanimous.

    d.   CGD 6   Advanced Technical Computer Graphics

      MSC (J. Maringer-Cantu/K. Rose). Vote: unanimous.

e. CGD 8   Advanced Computer Graphics for Design Application I

f. CGD 9   Advanced Computer Graphics for Design Application II

Items IV.3.b and c will be taken together.

MSC (E. Venable/R. Morales). Vote: unanimous

g. CGD 30   Introduction to Environmental Design

Correct typos under C. page 1-word *individual*. Under electronic A. FAQS-*assignment*.

MSC (J. Maringer-Cantu/M. Machado). Vote: unanimous with corrections.

h. CGD 110   Computer Graphics Lab

MSC (K. Rose/J. Maringer-Cantu). Vote: unanimous.

i. CGD 160   Technical Desktop Publishing/Graphics

MSC (M. Machado/K. Rose). Vote: unanimous.

j. CSIS/AJ 184   Computer Forensics

MSC (E. Venable/M. Machado). Vote: unanimous.

k. CSIS 178   Applied Networking

MSC (E. Venable/K. Rose). Vote: unanimous.

l. CSIS 181   PC Hardware

MSC (E. Venable/M. Machado). Vote: unanimous.

m. CSIS 182   Operating Systems

MSC (J. Maringer-Cantu/E. Venable). Vote: unanimous.

n. DM/CSIS 75   Photoshop I – Adobe Photoshop

o. DM/CSIS 76   Digital Illustration

p. DM 74   Advanced Photoshop

Items IV.3.n, o and p will be taken together.

MSC (M. Machado/J. Maringer-Cantu). Vote: unanimous.

q. DM 77   Introduction to Digital Media and its Tools

Helps the students and has been taught as a hybrid class but now making it official.

r. DM/CSIS 108   Digital Media Lab

Items IV.3.q and r will be taken together.

MSC (J. Maringer-Cantu/M. Machado). Vote: unanimous.

s. DM/CSIS 110   Interactive Animation: Flash

t. DM/CSIS 113   Introduction to Digital Video

u. DM 117   Visual Effects – Motion Graphics

Items IV.3.s, t and u will be taken together.

MSC (J. Maringer-Cantu/E. Venable). Vote: unanimous.

V.   Information-Discussion-and/or-Action

    A. GE Subcommittee Update – Information – Kathleen

        i. Kathleen Rose reported that the GE Subcommittee looked at the Gavilan GE pattern and compared it to other colleges in the area in terms of GE. Gavilan has some of the highest units required for GE. The subcommittee was at a split decision when it came to the Cultural Diversity requirement and Senate now needs to affirm or deny the vote. A question raised was if Gavilan needs a Gavilan GE pattern if there is the IGETC and other patterns in use already. A report is being compiled that would reflect the questions raised by the committee. Susan Dodd gave her appreciation for the subcommittees work.

VI.   Adjournment

    At 4:12 PM by consensus.