

GAVILAN COLLEGE CURRICULUM MEETING

Monday, September 24, 2012

3:00 – 4:30 p.m., BU 119

MINUTES

Attendance: D. Achterman, S. Carr, S. Dodd, B. Donovan, F. Lozano, J. Maringer, R. Morales, C. Oler, J. Olivas, G. Ramirez, K. Rose, A. Rosette, M. Sanidad, R. Sharboneau, D. Van Tassel, E. Venable, K. Warren, C. Whitney, E. Talavera (recorder)

Guests: L. Flores, C. Fontes, E. Luna, J. Hooper, D. Rodriguez

I. Welcome/Call to Order

Call to order at 3:04 pm. Welcome to new members Karen Warren, Carlton Oler and Doug Achterman.

II. Agenda Adjustments

None.

III. Stand-Alone Training Certification

Has been completed by all current and new members.

IV. Approval of Consent Agenda

A. Minutes of May 14, 2012

B. Inactivate Courses

1. Non Credit: AH 740, 741, 742; ART 760, 761; CSIS 728, 729; ENGL 750, 752, 753, 754, 755; LIB 730, 731; MUS 762; PE 701, 716

2. Credit: JFT 12, 18C, 201, 210; JLE 104

C. Textbook Update

1. GUID 6

MSC (J. Maringer/A. Rosette) Vote: Unanimous. Approved.

V. Curriculum

A. New Business

1. NEW COURSE PROPOSAL – FIRST READING

a. AJ 7 Introduction to Homeland Security, **Withdrawn**

b. AJ 105A Adult Corrections Officer Core Academy

Analogous to JLE 105. Has a well defined curriculum that comes from the state. There are elements that can be added that are agency specific. **MSC (M. Sanidad/D. Achterman). Vote: Unanimous. Passed.**

c. JFT 13 Low Angle Rope Rescue Operational Course

Designed to provide training to providers, first responders and low rope operators. Part of a series of courses. **MSC (M. Sanidad/J. Maringer). Vote: Unanimous. Passed.**

2. NEW COURSE PROPOSAL – SECOND READING

a. ENGL 411 Reading and Writing Workshop

A rewritten course with improved SLOs and has changed from the ENGL 439 course. Students who are very low scoring will do well in this course. This course is 3 levels below transfer. The issue of repeatability was brought up but more research is needed. **MSC (F. Lozano/K. Warren). Vote: Unanimous. Passed.**

3. MODIFICATIONS TO EXISTING COURSES – FORM C

a. ATH 9A, ATH 9B, ATH 10A, ATH 10B, ATH 11A, ATH 11B, ATH 12A, ATH 12B, ATH 13A, ATH 13B, ATH 14A, ATH 14B, ATH 46, ATH 75

Result of changes to repeatability and need to be coded athletic. There is a problem with ATH 46, it needs to be a different number as there is already ATH 46 (Intercollegiate Volleyball). **MSC (K. Warren/J. Maringer) with contingency of new numbering for ATH 46. Vote: Unanimous. Passed.**

b. ENGL 9A Introduction to Creative Writing

c. ENGL 9B Advanced Creative Writing

- d. ENGL 9C Poetry Writing

Updated texts. ENGL 9A, 9B and 9C taken together. **MSC (K. Warren/A. Rosette). Vote: Unanimous. Passed.**

- e. HIST 1 United States History through Reconstruction

- f. HIST 2 United States History Reconstruction to the Present

Changes are updates as critiqued by the UC System. HIST 1 and 2 taken together. **MSC (M. Sanidad/D. Achterman). Vote: Unanimous. Passed.**

- g. HIST 4A Global History Before 1500

- h. HIST 4B Global History After 1500

These courses are reviewed by the UC System and some require more extensive reading specific to course. Take HIST 4A and 4B together.

MSC (K. Warren/F. Lozano). Vote: Unanimous. Passed.

- i. HIST 7A History of Western Civilization

- j. HIST 7B History of Western Civilization

HIST 7A and 7B taken together. **MSC (R. Sharboneau/D. Achterman). Vote: Unanimous. Passed.**

- k. JLE 100 Basic Police Academy

Basic update of Police Academy with updated hours and content. The changes are state driven. **MSC (M. Sanidad/D. Achterman). Vote: Unanimous. Passed.**

- l. JLE 121 Advanced Officer Training

Course meets required hours needed for police. **MSC (G. Ramirez/R. Sharboneau). Vote: Unanimous. Passed.**

- m. JFT 11 Rescue Systems I Basic Rescue Skills

Teaches rescue basics and life threatening situations. Required by state fire marshal for advancement. **MSC (K. Warren/C. Oler). Vote: Unanimous. Passed.**

4. DISTANCE EDUCATION – FORM D

- a. ENGL 9A Introduction to Creative Writing
- b. ENGL 9B Advanced Creative Writing

Question on accessibility with questions 5, 6 and 7 and follow up is needed. Take ENGL 9A and 9B together. **MSC (D. Achterman/M. Sanidad). Vote: Unanimous. Approved with agreement that questions 5, 6 and 7 will be addressed.**

5. NON SUBSTANTIAL CHANGE TO AN EXISTING PROGRAM – FORM CCC-511

- a. Kinesiology, Kinesiology and Athletics: Education, Kinesiology and Athletics: Sports Management, Kinesiology and Athletics: Sports Medicine

A top code change driven by the changes to repeatability. **MSC (J. Maringer/M. Sanidad). Vote: Unanimous. Passed.**

VI. Information-Discussion-and/or-Action

- A. [Community Education Courses Fall 2012](#) – Information – T. Newman

Terry was not able to attend yet willing to take questions via email or phone call.

- B. [SLO Report](#) – Information – K. Rose

Kathleen reported that SLO Report was sent out to faculty at start of semester. The report was accepted by the state and Gavilan is the first in state to get the report submitted. K. Rose urged committee to read report and urge fellow faculty members to read report.

1. CID numbers was discussed and K. Rose will send out a list to committee members on SB1440 degrees. Currently there are four approved and 3 pending. K. Rose urged committee to make this a key priority.

2. Curriculum inventory version 2 will go live tomorrow afternoon.

- C. [Courses to be Updated Fall 2012](#) – Information – S. Dodd

Susan reminded committee members about updating their courses.

- D. [Cultural Diversity Course Updating](#) – Information – S. Dodd

Susan reminded committee members of the updates. The deadline for modification is due by the end of this fall semester and information was given to the department chairs. S. Dodd will follow up with the department chairs.

- E. Summer Curriculum Institute Conference – Information – M. Sanidad and B. Donovan
They reported on the Summer Curriculum Institute Conference and both suggest that department chairs and faculty should attend since it is a good resource from the state of what is going on and what is changing. Some areas covered were prerequisites rules and repeatability issues. The material from the institute is on the curriculum committee's website.

- F. Prerequisite Plan – Discussion – M. Sanidad

Mary Ann discussed the Title V push for appropriate prerequisites for courses. Goal is to have a plan in place by end of this semester to look at the prerequisites and what to do and take care of issues that arise. The new regulations allow content review for prerequisites.

- G. [Repeatable Courses](#) – Information – S. Dodd and B. Donovan

They reported on the list of repeatable courses at Gavilan and would like department chairs to review the list. Changes will happen in Fall 2013. A question of independent study was brought up and there is no clear answer as of yet. B. Donovan will take care of removing repeatability once passed as an Action Item. Special Topics will have to be a unique class, also.

VII. Adjournment

At 4:05 pm by consensus.

Distribution:

D. Achterman, K. Bedell, S. Carr, S. Dodd, B. Donovan, R. Hannon, S. Lawrence, F. Lopez, F. Lozano, M. Machado, J. Maringer, R. Morales, C. Oler, J. Olivas, J. Pruitt, G. Ramirez, K. Rose, A. Rosette, C. Salvin, M. Sanidad, R. Sharboneau, D. Van Tassel, E. Venable, K. Warren, C. Whitney, G. Cardinalli, K. Day, P. Conaway, M. Cortes, T. Newman, O. Magana, E. Talavera, ASB