

GAVILAN COLLEGE CURRICULUM MEETING  
Monday, February 25, 2013  
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, D. Young, E. Talavera (minutes recorder)

**GUESTS**

M. Bumgarner, N. Cisneros, M. Dresch, L. Flores, C. Fontes, L. Franklin, P. Hendrickson, J. Hori-Garcia, J. Lawton-Haehl, R. Perez, L. Rivoallon, S. Sweeney

I. Call to Order – Welcome

The meeting was called to order at 3:05 pm and S. Dodd welcomed everyone back to another semester of curriculum meetings.

II. Agenda Adjustments

The Form C's for CWE were removed from the consent agenda and added as a regular agenda item.

III. Approval of Consent Agenda

A. Minutes of November 26, 2012

B. Inactivate Courses

1. BIOT 105           Advanced Biotechnology Laboratory
  2. BIO 22            Field Work and Service
  3. GEOL 13          Environmental Geology
  4. MATH 404A-G     Self-Paced Basic Math
  5. MATH 201A      Math for Science and Engineering
  6. MATH 201B      Math for Science and Engineering
  7. ESL 547          Integrated Reading/Writing III
  8. ESL 567          Vocational English as a Second Language II
- MSC (M. Sanidad/J. Maringer). Vote: unanimous. Passed.**

C. Form C

1. CWE 190A           Occupational Work Experience A
2. CWE 190B           Occupational Work Experience B
3. CWE 192A           General Work Experience A
4. CWE 192B           General Work Experience B

Asked for a Form C to deactivate CWE 190 course, which S. Sweeney will bring to the next meeting.

**MSC (D. Van Tassel/J. Maringer). Vote: unanimous. Passed.**

IV. Curriculum

A. New Business

1. NEW COURSE PROPOSAL – FIRST READING

- a. CD 201 Principios y Practicas de Estimulación Temprana en español/Principles and Practices in ECE in Spanish
- b. CD 202 El Desarrollo Temprano del Nino en español/Early Child Development in Spanish
- c. CD 205 El niño, familia, y la comunidad en español/Child Family Community in Spanish
- d. CD 209 La salud, nutrición, y seguridad del niño en español/Child Health, Nutrition, and Safety in Spanish
- e. CD 213 El cuidado de infants e infants mayores en español/Infant and Toddler Care in Spanish

CD 201, 202, 205, 209, and 213 were taken as one motion. Overview: These units are used to apply for licensing. This is a first Reading to gather information and recommendations. The recommendation is for the course to be listed in English and in the course description list as a course taught in Spanish. The course is at the 200 level for students to obtain a child development license. The suggestion is to place at the 300 level since none of the courses are GE applicable. The 300 level accommodates occupational certificates. These courses, as listed, can be applicable to other certificates but are not. J. Hori-Garcia stated the commission will not accept the 300 level courses for licensing.

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

- f. ENGL 9D Advanced Fiction  
This is a course to be taken if student needs more help with Fiction writing. The course is eligible for English 1A. Suggestion was made to change the title word “Advanced” since it implies a beginning and intermediate course and to look at the course description for ambiguous wording to be more specific.

**MSC (R. Morales/F. Lozano). Vote: unanimous. Passed.**

- g. ESL 784 ESL A
- h. ESL 785 ESL B
- i. ESL 786 ESL C
- j. ESL 787 ESL D

ESL 784, 785, 786 and 787 were taken as one motion. Overview: While working through the repetition in credit and non-credit courses, these courses will accomplish that. Titles are still being worked on for these courses. These courses will prepare students for the 510 level and meet twice a week.

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

- k. THEA 24 Script Analysis  
**MSC (K. Warren/A. Rosette). Vote: 1 abstention. Passed.**

- l. THEA 25 Introduction to Costume Design

Instructional material will be minimal, equivalent to life drawing course.

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

- m. THEA 26 Introduction to Lighting Design  
Overview: These are three courses that can be added to the AA-T degree. These courses are on the C-ID descriptors. They would need to be rotated in.

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

2. NEW COURSE PROPOSAL – SECOND READING

- a. ART 7A Beginning Ceramics  
This is the first of a family of courses. Comment was made about the cultural diversity component and if it was being met through the SLO. ART 10B will become ART 7A, 7B, etc.

**MSC (R. Morales/J. Maringer). Vote: unanimous. Passed.**

- b. GUID 531 Career Exploration and Job Readiness Training  
c. GUID 532 Career Development and Work Experience  
Guidance 531 and 532 were taken as one motion. Overview: Credit is being attached to work being done which goes beyond CWE. Units will be given depending on hours submitted. It was asked for a clearer title for both courses.

**Motion being made to take GUID 531 and 532 together with adjustments to title. MSC (J. Maringer/R. Sharboneau). Vote: unanimous. Passed.**

- d. GUID 558A Introduction to Learning Skills Laboratory  
e. GUID 558B Intermediate Learning Skills Laboratory  
f. GUID 558C Advanced Learning Skills Laboratory  
GUID 558A, 558B and 558C were taken as one motion. Courses are created to meet financial aid repeatability issue. Issue was brought up why study skill classes were being split, even with financial aid purposes. Students are utilizing their aid for a support course and it is doing them a disservice. The students need the one on one support. The course descriptions are according to the SEC requirements. It's an open entry course.

**MSC (D. Achterman/M. Sanidad). Vote: 5 Yes. 1 No. 1 abstention. Passed.**

- g. JFT 208 Rapid Intervention Crew Operation  
Overview: A course broken down into three areas to rescue firefighters in danger in the line of duty. A course being determined as transferable depends on the state fire curriculum.

**MSC (M. Sanidad/K. Warren). Vote: unanimous. Passed.**

- h. MATH 240 Algebra II  
**MSC (K. Warren/M. Sanidad). Vote: unanimous. Passed.**  
i. MATH 430 Algebra I

Course description being changed to designate between the first and second course. Overview: replacing Math 205 and 233 with Algebra I and II to reduce the overlap in courses. These courses are based on grades.

**MSC (M. Sanidad/K. Warren). Vote: 1 abstention. Passed.**

3. MODIFICATIONS TO EXISTING COURSES – FORM C

- a. AJ 100A                      Basic Police Academy  
Updates to state requirements and change in methodology to add laboratory work. Variations are due to the Sheriff office's needs. The units are based on how many are lecture and lab. Suggestion made to add the change in units on the summary.  
**MSC (J. Maringer/G. Ramirez). Vote: unanimous. Passed.**
- b. CD 11A                      Administration of Programs for Young Children  
Update of course content to meet with state standards.  
**MSC (J. Maringer/G. Ramirez). Vote: unanimous. Passed.**
- c. CD 15                      Music and Movement for Children
- d. CD 16                      Exploring Math with Children
- e. CD 17                      Exploring Science with Children  
CD 15, 16 and 17 were taken as one motion. Updating content to meet state standards.  
**MSC (M. Sanidad/R. Sharboneau). Vote: unanimous. Passed.**
- f. CD 28A                      Child Development and Guidance for Family Child Care
- g. CD 28B                      Developing Learning Activities for Family Child Care
- h. CD 28C                      Administering a Family Child Care Home  
CD 28A, 28B and 28C were taken as one motion. Updating content to meet state standards.  
**MSC (K. Warren/J. Maringer). Vote: unanimous. Passed.**
- i. CD 219                      Introducción a Desarrollo del Nino en español/Spanish Introduction to Child Development  
Updated textbook and materials and added a co-requisite. Suggestion made to make title and description in English.  
**MSC (R. Morales/J. Maringer). Vote: unanimous. Passed.**

*Side Discussion: Repeatability was discussed. If course is required by the CSU or UC major it can be repeated.*

- j. CSIS 2                      Computers in Business
- k. CSIS 2L                      Computers in Business Lab  
CSIS 2 and 2L are taken as one motion.  
**MSC (D. Van Tassel/J. Maringer). Vote: unanimous. Passed.**
- l. CSIS 122                      Computer Keyboarding  
It's an open entry, variable unit course. It can be repeated up to the maximum number of units.

**MSC (D. Achterman/D. Van Tassel). Vote: unanimous. Passed.**

- m. DM/ART/CSIS 74      Advanced Photoshop
  - n. DM/ART/CSIS 75      Photoshop I
- DM/ART/CSIS 74 and 75 are taken as one motion.

**MSC (R. Morales/D. Achterman). Vote: unanimous. Passed.**

- o. DM/ART/CSIS 85      Web Design 1: Dreamweaver
- Update to content. Not repeatable.

**MSC (D. Van Tassel/F. Lozano). Vote: unanimous. Passed.**

- p. ECON 1                  Principles of Macroeconomics
  - q. ECON 2                  Principles of Microeconomics
- ECON 1 and 2 were taken as one motion. Suggestion is made to look at what the Math department is doing. Change in prerequisite to Math 430.

**MSC (M. Sanidad/D. Van Tassel). Vote: unanimous. Passed.**

- r. KIN 17A                  Golf – Beginning
- s. KIN 17B                  Golf – Intermediate
- t. KIN 17C                  Golf – Advanced
- u. KIN 19A                  Badminton – Beginning
- v. KIN 19B                  Badminton – Intermediate
- w. KIN 19C                  Badminton – Advanced
- x. KIN 24A                  Individualized Weight Training – Level 1
- y. KIN 24B                  Individualized Weight Training – Level 2
- z. KIN 24C                  Individualized Weight Training – Level 3
- aa. KIN 24D                  Individualized Weight Training – Level 4
- bb. KIN 62A                  Yoga – Beginning
- cc. KIN 62B                  Yoga – Intermediate
- dd. KIN 62C                  Yoga – Advanced
- ee. KIN 66A                  Dance Fundamentals – Beginning
- ff. KIN 66B                  Dance Fundamentals – Intermediate
- gg. KIN 66C                  Dance Fundamentals – Advanced
- hh. KIN 70A                  Pilates – Level 1
- ii. KIN 70B                  Pilates – Level 2
- jj. KIN 70C                  Pilates – Level 3

Items r to jj were taken as one motion.

**MSC (K. Warren/J. Maringer). Vote: unanimous. Passed.**

4. DISTANCE EDUCATION – FORM D

- a. CSIS 2                  Computers in Business
  - b. CSIS 2L                  Computers in Business Lab
- CSIS 2 and 2L are taken as one motion.

**MSC (R. Morales/G. Ramirez). Vote: unanimous. Passed.**

- c. CSIS 122                  Computer Keyboarding

**MSC (M. Sanidad/R. Morales). Vote: unanimous. Passed.**

- d. DM/ART/CSIS 74      Advanced Photoshop

- e. DM/ART/CSIS 75           Photoshop I  
DM/ART/CSIS 74 and 75 were taken as one motion.  
**MSC (K. Warren/M. Sanidad). Vote: unanimous. Passed.**
  - f. DM/ART/CSIS 85           Web Design 1: Dreamweaver  
**MSC (D. Achterman/R. Morales). Vote: unanimous. Passed.**
  - g. ECON 1                   Principles of Macroeconomics  
**MSC (M. Sanidad/D. Achterman). Vote: unanimous. Passed.**
  - h. GUID 531                Career Exploration and Job Readiness Training  
**MSC (M. Sanidad/K. Warren). Vote: unanimous. Passed.**
5. NEW CREDIT PROPOSAL – FORM CCC-501
- a. Add Associate in Arts in English AA-T Degree  
**MSC (K. Warren/M. Sanidad). Vote: unanimous. Passed.**

V. Information-Discussion-and/or-Action

**Moved to next meeting.**

- A. Curriculum Forms Update – Discussion Item  
[New Course Proposal - First Reading - DRAFT](#)  
[New Course Proposal - Second Reading - DRAFT](#)  
[Modification of Course - Form C - DRAFT](#)
- B. [Spring 2013 Community Education Classes – Information Item](#)

VI. Adjournment

At 4:50 pm by consensus.