

**GAVILAN COLLEGE CURRICULUM MEETING**  
**Monday, October 14, 2013**  
**3:00 – 4:30 p.m., BU 119**  
**MINUTES**

**ATTENDANCE**

E. Venable, N. Cisneros, B. Donovan, R. Rivera-Sharboneau, D. Klein, D. Van Tassel, A. Rosette, D. Achterman, S. Carr, M. Machado, K. Wagman, C. McLaughlin, K. Rose, J. Maringer, K. Warren, L. Flores, N. Dequin, G. Ramirez, L. Burgman and E. Talavera

- I. Call to Order – Welcome at 3:05 pm
- II. Agenda Adjustments
- III. Information-Discussion-and/or Action
  - A. [Form C Cross-listing additions](#) – Action Item  
**MSC (Rosa/A. Rosette). Vote: unanimous. Passed.**
  - B. [Form C Required Fields –Information](#)  
Discussion revolved around the minimum fields that need to be inputted each time a form C is submitted for consistency. A question was asked about the textbook update form. It has been problematic and the textbook update form would more than likely be eliminated. A general suggestion was made to have the forms automated so that the essential content would be transferred into the appropriate areas. A. Rosette will research the area of automation of forms.
  - C. [Rubric for Curriculum Committee Evaluation of Course Learning Outcomes](#) –Information  
Information was presented which revolved around course outcomes and the creation of a rubric to follow. A sample rubric from another college was shown. The rubric is a simple way to address the recommendations given by the Accreditation committee. A definition of well-developed, developed and adequate would be necessary on the rubric. One way to achieve the definitions would be to provide a model of each classification. It could be used in a department meeting or by the dean’s office as curriculum is being reviewed. Ideas are needed and can be sent to E. Venable or B. Donovan.
- IV. Approval of Consent Agenda
  - A. Minutes of September 23, 2013  
Correction: add N. Dequin as being present.  
Minutes approved with correction.
- V. Curriculum
  - A. New Business
    1. NEW COURSE PROPOSAL – FIRST READING
      - a. ANTH 1L Physical Anthropology Lab  
A standard anthropology lab that is offered in different California community colleges. Thanks to F. Lozano, the lab equipment will be purchased through the STEM grant. This course is a list A class for the developing AAT degree. The lab hours will be corrected, and the prerequisites will be corrected to match ANTH 1. This course is not repeatable.  
**MSC (D. Van Tassel/K. Wagman). Vote: unanimous. Passed.**
      - b. JFT 36 Command and Control of the RIC Deployment  
The lab hours will be corrected.  
**MSC (N. Dequin/J. Maringer). Vote: unanimous. Passed.**

- c. JFT 104 Fire Safety Officer S- 404  
Fire course for students. The variable in the labs are due to the offerings to the different agencies. The lab hours will be corrected.  
**MSC (K. Warren/D. Achterman). Vote: unanimous. Passed.**
- d. JFT 120 Dozer Boss – S232  
Fire course for wild land fires and how to operate a dozer. The lab hours will be corrected.  
**MSC (K. Warren/J. Maringer). Vote: unanimous. Passed.**
- e. JFT 134 Firing Operations Fire Methods  
**MSC (M. Machado/D. Achterman). Vote: unanimous. Passed.**

## 2. NEW COURSE PROPOSAL – SECOND READING

- a. KIN 88A Social Dance – Beginning
- b. KIN 88B Social Dance – Intermediate  
**MSC (K. Wagman/J. Maringer). Vote: Unanimous. Passed.**

## 3. MODIFICATIONS TO EXISTING COURSES – FORM C

- a. AJ 12 Criminal Procedures
- b. AJ 19 Introduction to Investigation  
Both AJ 12 and 19 are taken as one motion.  
General update.  
**MSC (R. Rivera-Sharboneau/N. Dequin). Vote: Unanimous. Passed.**
- c. ATH 35 Intercollegiate Basketball
- d. ATH 38 Intercollegiate Baseball
- e. ATH 42 Intercollegiate Football
- f. ATH 45 Intercollegiate Softball
- g. ATH 46 Intercollegiate Volleyball
- h. ATH 47 Intercollegiate Soccer  
ATH 35, 38, 42, 45, 46, 47 are taken as one motion.  
**MSC (J. Maringer/K. Wagman). Vote: unanimous. Passed.**
- i. CGD 4 2D/3D Technical Computer Graphics II
- j. CGD 30 Environmental Design  
Both CGD 4 and 30 are taken as one motion.  
**MSC (D. Achterman/D. Van Tassel). Vote: unanimous. Passed.**
- k. [GUID 561](#) Introduction to Writing Skills  
Content was aligned to new learning outcomes.  
**MSC (D. Van Tassel/N. Cisneros). Vote: unanimous. Passed.**
- l. [JFT 1A](#) Fire Command 1A
- m. [JFT 1B](#) Fire Command 1B
- n. [JFT 17](#) Emergency Medical Technician
- o. [JFT 33](#) EMT Refresher
- p. [JFT 202](#) I-300 Intermediate Incident Command System  
JFT 1A, 1B, 17, 33, 202 are taken as one motion.  
General updates.  
**MSC (M. Machado/K. Warren). Vote: unanimous. Passed.**
- q. [JLE 110](#) CIT Academy
- r. [JLE 111](#) Background Investigation
- s. [JLE 118](#) Field Training Officer
- t. [JLE 119](#) Field Training Officer Update
- u. [JLE 121](#) Advanced Officer Training

- v. [JLE 122](#) Drug Investigations - 11550 H & S
- w. [JLE 126](#) Advanced Latent Print
- x. [JLE 131](#) PC 832 Firearms
- y. [JLE 150](#) Traffic Investigations
- z. [JLE 164](#) Crime Scene Investigation
- aa. [JLE 185](#) Field Training Office

JLE 110, 111, 118, 119, 121, 122, 126, 131, 150, 164, 185 are taken as one motion.

General updates.

**MSC (N. Dequin/G. Ramirez). Vote: unanimous. Passed.**

- bb. MUS 2 History of Jazz and Rock Music  
Reactivation of the course and SLO and content update.

**MSC (A. Rosette/N. Cisneros). Vote: unanimous. Passed.**

- cc. [PHIL 3A](#)/AJ 3A Ethics  
Course brought back to cross-list with AJ.

**MSC (A. Rosette/D. Achterman). Vote: unanimous. Passed.**

VI. Adjournment by consensus at 3:46 pm.