

GAVILAN COLLEGE CURRICULUM MEETING
Monday, November 24, 2014
3:00 – 4:30 p.m., BU 119
MINUTES

ATTENDANCE

E. Venable, B. Donovan, N. Cisneros, K. Warren, K. Rose, R. Rivera-Sharboneau, E. Dachkova, D. Achterman, K. Wagman, N. Dequin, D. Van Tassel, S. Carr, L. Tenney, C. Marquez, J. Lawton-Haehl, S. Sweeney, R. Brown, C. McLaughlin and E. Talavera (minute recorder)

- I. Call to Order – Welcome at 3:06 pm
- II. Agenda Adjustments
 - C. McLaughlin addressed the Curriculum Committee regarding the CGD curriculum.
 - C. McLaughlin announced that she is holding the Curriculum Committee and others accountable for not addressing previously stated concerns about the CGD curriculum. C. McLaughlin agreed to meet with Kathleen Rose for further discussions.

The Kinesiology Department would like to add an independent study option (ATH 23)

- III. Approval of Consent Agenda

CONSENT AGENDA

1. Minutes of November 10, 2014

K. Warren asked to continue having discussions about Advisories.

2. Inactivation of existing Certificate
CAHSEE Preparation (Non Credit Certificate)

This is not being done anymore.

3. Public Comments During Curriculum

It was pointed out that the Curriculum Committee is not a public comment forum. It is being asked that this topic be added as a discussion item in the future. The Public comment may not be appropriate for the Curriculum Committee since has an agenda which doesn't include a public forum. For the record, the committee chair was not in favor of adding the public comment to the agenda but suggestions are needed for dealing with individuals who ask for time to address the Curriculum Committee. According to the Brown Act, the meeting needs to allow public comments. The question was asked if the Curriculum Committee was under the Brown Act.

The CGD curriculum needs to be approved by the department chair and dean. The department chair and dean have met repeatedly with C. McLaughlin and they have not come to an agreement on the curriculum.

MSC (N. Dequin/K. Warren). Vote: unanimous. After discussion, approved as presented.

- IV. Curriculum
New Business

1. NEW COURSE PROPOSAL – FIRST READING

- a. CSIS 29 Programming Mobile Apps for Android

An introduction to programming applications for the Android operating system. Students learn to develop simple to more advanced applications using Java technologies and the Android SDK.

MSC (N. Dequin/D. Van Tassel). Vote: unanimous. Passed.

b. ENGL 14A Group Tutoring

This course is an introduction to and practice of the craft of group tutoring and is recommended for supplemental instruction leaders employed in one of the campus tutorial centers. This course is offered at other campuses and could be offered at various units and taken by other disciplines.

One concern is that there are other options for tutoring, such as Guidance 28 and the English 12 series. English 12 doesn't have a load issue since it is part of the Writing Center coordinators job duty. The creation of this course could lead to a certificate. This course would be helpful for the math and natural sciences departments in supplemental instruction training.

Tutoring and Supplemental Instruction are different so the suggestion was made to change the title to *Group Supplemental Instruction* to make sure there is a clear delineation between tutoring and supplemental instruction. The term supplemental instruction is not widely known and may only draw students who are referred by the other tutoring programs. This course could be taken by students who are going into the education field and may want the skills. It was suggested that R. Brown discuss with the Tutoring Center about the course.

MSC (F. Lozano/N. Cisneros). Vote: 1 abstention (K. Rose). Passed with corrections.

c. ENGL 480 English Fundamentals

An introduction to writing and reading for success in college. This course would replace the low level reading and writing courses, English 420 and 440. This would be a two semester pathway.

One concern is the 6 unit load, when other integrated courses have a max of 4 units. The other concern is that some students are slow readers and may only need to take a 3 unit reading course instead of a six unit integrated course.

Idea of the six units is that this course replaces the current courses. Those who need it can take this course and then be eligible to take English 1A. If a student only needs reading, they may take the English 260 course.

One worry is the prerequisite structure which can be submitted as a prerequisite challenge done by the English Department Chair. Students in the integrated model then move to the transfer level have greater success rates than those who place in the transfer level. This is a model which starts slow but then moves quickly.

Another concern is the units, which will affect the student's financial aid.

Another question raised was if the intention is to continue to offer separate unattached 250 or 260 courses. That is part of the current discussion. Students would opt for this course instead of English 250P/260P because students would have the option to go to English 1A or to take English 250/260. Students don't write in high school and come to Gavilan behind in reading and writing. The model is one fashioned after the state of Virginia. This would develop different pathways to English 1A.

MSC (D. Van Tassel/N. Cisneros). Vote: 1 abstention. 1 opposed. Passed as presented.

- d. ESL 569 Advanced ESL Reading and Composition II
This course prepares ESL students for mainstream college classes by reviewing a variety of reading skills, strategies, and topics from different academic disciplines. This would drop units for students in the ESL program. The concern would be about the enrollment at this level.
It was asked if the department has had conversations with the non-credit side and how this could affect students in the non-credit program. This is being proposed as a pilot but would be the only course offered at this level.
One challenge is students trying to block enough time to complete the required time for the course. The unit load may be something to consider.
Currently, there is a grammar course which is 5 units, a writing course for 5 units and a 3 unit reading course.
MSC (F. Lozano/D. Van Tassel). Vote: unanimous. Approved.
- e. THEA 29 History of American Musical Theatre
A survey of the influential artists who produce, write, direct, and perform on America's musical stages. Surveys 1700s-Present. This course would only be offered during the summer.
MSC (R. Rivera-Sharboneau /D. Achterman). Vote: unanimous. Approved.
2. NEW COURSE PROPOSAL – SECOND READING
- a. CSIS 28 Computer Architecture and Organization
Adding the course required for the AAT degree.
MSC (D. Van Tassel/F. Lozano). Vote: unanimous. Approved.
- b. MATH 413 Math Boot Camp
These courses have become popular over the winter intersession and the summer. This will allow the students to take math boot camp more than once.
MSC (K. Wagman/K. Warren). Vote: unanimous. Approved.
3. MODIFICATIONS TO EXISTING COURSES - FORM C
- a. AH 793 Personal/Career Development
Update student learning outcomes.
MSC (N. Dequin/D. Van Tassel). Vote: unanimous. Approved.
- b. ACCT 105 Payroll Accounting
General update: update textbook and student learning outcomes.
MSC (R. Rivera-Sharboneau /N. Cisneros). Vote: unanimous. Approved.
- c. ANTH 1 Introduction to Physical Anthropology
Update content and textbook to meet C-ID requirements.
MSC (D. Achterman/F. Lozano). Vote: unanimous. Approved.
- d. ATH 90 Intercollegiate Sand Volleyball
Change units and hours.
MSC (F. Lozano/D. Achterman). Vote: unanimous. Approved.
- e. BOT 112 Business Computations with Machines
General update: update textbook, student learning outcomes and methods of instruction.
- f. BOT 180 Medical Terminology for the Office

General update: update textbook, student learning outcomes and methods of instruction.

- g. BOT 182 Medical Office Procedures
General update: update textbook and student learning outcomes.
BOT 112, 180 and 182 are taken as one motion.
MSC (K. Rose/F. Lozano). Vote: unanimous. Approved.
- h. CSIS 1 Computer Literacy - MS Office
General update: update textbook and student learning outcomes.
- i. CSIS 78 Web Sites with SQL and PHP
General Update: update textbook, student learning outcomes and methods of evaluation.
- j. CSIS 112 Keyboard Speed Building
General update: update textbook, student learning outcomes, methods of instruction and methods of evaluation.
- k. ESL 704A ESL for the Workplace
Change course to "Program Applicable". Course is included in the VESL Certificate of Completion.
- l. ESL 704B ESL for the Workplace
Change hours from 10 hours to 1 - 10 hours
Change course to "Program Applicable". Course is included in the VESL Certificate of Completion.
- m. ESL 775 ESL Literacy I
Change course to "Program applicable" and change Classification to "K - Enhanced Funding". Update textbook and student learning outcomes.
- n. ESL 776 ESL Literacy II
Change course to "Program applicable" and change Classification to "K - Enhanced Funding". Update textbook and student learning outcomes.
CSIS 1, 78, 112, ESL 704A, 704B, 775 and 776 are taken as one motion.
MSC (D. Van Tassel/D. Achterman). Vote: unanimous. Passed.
- o. JFT 8 Fire Fighter I Academy
Change units and hours, course description and Update textbook and student learning outcomes.
- p. JLE 143 Basic Academy Modular Level II
Change units and hours, course description and update textbook and student learning outcomes.
- q. JLE 144 Basic Academy Modular Level I
Change units and hours, course description and update textbook and student learning outcomes.
JFT 8, JLE 143 and 144 are taken as one motion.
MSC (F. Lozano/N. Dequin). Vote: unanimous. Approved.
- r. MGMT 104 Leadership/Human Relations in Business
General Update: update textbook and student learning outcomes.
- s. MGMT 120 Human Resource Management
General Update: update textbook and student learning outcomes.
MGMT 104 and 120 are taken as one motion.
MSC (D. Van Tassel/K. Wagman). Vote: unanimous. Approved.

4. DISTANCE EDUCATION - FORM D
 - a. CSIS 28 Computer Architecture and Organization
Offer course as online and hybrid to increase accessibility to students.
MSC (R. Rivera-Sharboneau /K. Warren). Vote: unanimous. Approved.
 5. MODIFICATION TO EXISTING CERTIFICATE
 - a. Non Credit ESL Life skills Certificate
Remove ESL 778, 779, 779, 780, 781 and 782 from Certificate.
Add ESL 784, 785, 786, 787, 775 and 776.
Refined student learning outcomes.
MSC (N. Dequin/N. Cisneros). Vote: unanimous. Approved.
 - b. Personal Trainer Certificate
Remove AH 32 from list of requirements. Students just need to show proof of CPR certification.
MSC (D. Van Tassel/Rosa). Vote: unanimous. Approved.
 6. MODIFICATION TO EXISTING DEGREE
 - a. Kinesiology
Aligned the major with other colleges.
MSC (R. Rivera-Sharboneau /F. Lozano). Vote: unanimous. Approved.
- V. Adjournment by consensus at 4:21 pm.
MSC (K. Wagman/D. Achterman).