

**Curriculum Advisory Committee  
Meeting minutes**

**DATE: January 15, 2019 LOCATION: BMC 206 @ 9:00 am – 12:00 pm**

**Attendees:**

X	Richard Abend, ESL → voting member	X	Laura Loop, Nursing → voting member
X	Judy Cutting, Dean of Instruction - CTE		Vanessa Lord, Life Science → voting member
X	Keith Eubanks – Humanities → voting member	X	Gamble Madsen, Chairperson/Creative Arts → voting member
X	Fred Hochstaedter, Academic Senate → voting member	X	Laura Patterson, CurricUNET Specialist
X	He Seon Ihn, Articulation Officer → voting member	X	Beth Penney, Basic Skills→ voting member
	Mashal Imtiaz → voting member	X	David Seagal, Business and Technology/CSIS → voting member
X	Lynn Iwamoto, Physical Sciences → voting member	X	Rachel Whitworth, Social Sciences
X	LaRon Johnson, Counseling/Student Services → voting member		Cathryn Wilkinson, Dean of Instruction – Liberal Arts
	Kiran Kamath, Vice President of Academic Affairs	X	Vincent Van Joolen, Dean of Instruction - STEM
X	Kim Kingswold, Curriculum/Catalog Technician		Vacant, Library
X	Jon Knolle, Dean of Instruction – Library, Learning Resources, & Online Ed		Vacant, Physical Education

Meeting Chaired by: Gamble Madsen

Notes Submitted by: Laura Patterson

<b>Agenda Item</b>	<b>Action</b>
<b>Call to Order</b>	9:09 am – 12:00 pm
<b>Announcements</b>	<ul style="list-style-type: none"> <li>▪ Discussion requested as to the value of cross listed courses</li> <li>▪ Course deletions at Catalog Tech level need to be removed from programs. If program revisions do not come through the approval process the effective date may be pushed further out</li> <li>▪ Review of rules requested for prerequisites.               <ul style="list-style-type: none"> <li>○ Discussion during a spring 2019 CAC meeting</li> </ul> </li> </ul>
<b>Visitors</b>	Jamie Gerard

<b>Approval of January 15, 2019 Agenda</b>	<b>Corrections noted:</b> revised for the addition of GWOS12/HIST 12 and ETNC 14	Motion to approve: Rachel Seconded: Fred CAC Committee Voted: Aye
<b>Approval of December 05, 2018 minutes</b>	<b>Corrections noted:</b> none	Motion to approve: Beth Seconded: Laura L CAC Committee Voted: Aye
<b>Consent Agenda</b>		
<i>Non-substantial changes (effective fall 2019)</i>		Motion to approve: Keith Seconded: Lynn CAC Committee Voted: Aye
<ul style="list-style-type: none"> <li>▪ ARTD 2A: Update textbook</li> <li>▪ ARTD 3A: Add second discipline (ARCM/Art-Commercial), update textbook, update English Advisory</li> </ul>		
<i>Deletions (effective fall 2019)</i>		
<ul style="list-style-type: none"> <li>▪ MUSI 44: Flute – Beginning/Intermediate</li> </ul>		
<b>Action Agenda</b>		
<b>ADMJ 6</b> (DE Revision)	<i>Legal Aspects of Evidence</i> is being revised to update the descriptions, objectives, requisites, lecture content, class assignments, textbook, methods of evaluation, and methods of instruction	Added to the next CAC agenda due to time constraints
<b>ADMJ 53</b> (revision)	<i>Police Field Operations</i> is being revised to update the descriptions, objectives, requisites, class assignments, textbook, and methods of evaluation	Added to the next CAC agenda due to time constraints
<b>ADMJ 57</b> (DE Revision)	<i>Introduction to Corrections</i> is being revised to update the descriptions, objectives, requisites, lecture content, class assignments, textbook, methods of evaluation, and methods of instruction	Added to the next CAC agenda due to time constraints
<b>ANTH 2</b> (DE Revision)	<i>Introduction to Biological Anthropology</i> is being revised to update the requisites, class assignments, textbooks, methods of evaluation, and methods of instruction	Added to the next CAC agenda due to time constraints
<b>ANTH 2L</b> (DE Revision)	<i>Biological Anthropology Laboratory</i> is being revised to update the requisites, class assignments, textbooks, methods of evaluation, and methods of	Added to the next CAC agenda due to time constraints

	instruction	
<b>ANTH 4</b> (DE Revision)	<i>Introduction to Cultural Anthropology</i> is being revised to update the requisites, class assignments, textbooks, methods of evaluation, and methods of instruction	Added to the next CAC agenda due to time constraints
<b>ANTH 6</b> (DE Revision)	<i>Introduction to Archaeology and Prehistory</i> is being revised to update the requisites, class assignments, textbooks, methods of evaluation, and methods of instruction	Added to the next CAC agenda due to time constraints
<b>AUTO 102</b> (revision)	<i>Basic Automotive Electricity</i> is being revised to update the units and hours, objectives, lecture content, class assignments, textbooks, and methods of evaluation	Motion to approve: Keith Seconded: Rachel CAC Committee Voted: Aye
<b>AUTO 161</b> (revision)	<i>Supervised Automotive Trade Experience I</i> is being revised to update the descriptions, units and hours, objectives, requisites, lecture and lab content, class assignments, textbook, methods of evaluation, and methods of instruction, and to add a materials fee of \$35	Motion to approve: Keith Seconded: Lynn CAC Committee Voted: Aye  Motion to approve prerequisite: Keith Seconded: Rachel CAC Committee Voted: Aye
<b>AUTO 162</b> (revision)	<i>Supervised Automotive Trade Experience II</i> is being revised to update the descriptions, units and hours, objectives, requisites, lecture and lab content, class assignments, textbook, methods of evaluation, and methods of instruction	Motion to approve: Keith Seconded: Lynn CAC Committee Voted: Aye  Motion to approve pre/corequisite: Keith Seconded: Rachel CAC Committee Voted: Aye
<b>CSIS 10A</b> (DE Revision)	<i>Programming Methods I: Java</i> is being revised to update the requisites, class assignments, textbook, and methods of instruction	Added to the next CAC agenda due to time constraints
<b>CSIS 72A</b> (DE Revision)	<i>Managing and Maintaining Windows Server</i> is being revised to update the descriptions, objectives, requisites, lecture and content, class assignments, and	Added to the next CAC agenda due to time constraints

	textbook	
<b>DNTL 100</b> (DE Revision)	<i>Orientation to Dental Careers</i> is being revised to update the objectives, class assignments, textbook, and methods of instruction	Motion to approve pending updates to SLOs: Lynn Seconded: LaRon CAC Committee Voted: Aye  Motion to approve DE: Fred Seconded: Lynn CAC Committee Voted: Aye
<b>DNTL 101</b> (DE Revision)	<i>Dental Anatomy</i> is being revised to update the objectives, class assignments, textbook, methods of evaluation, and methods of instruction	Motion to approve: Keith Seconded: Lynn CAC Committee Voted: Aye  Motion to approve DE: Keith Seconded: Gamble CAC Committee Voted: Aye
<b>ENGL 16</b> (DE Revision)	<i>Shakespeare Visions: Film and Text Comparisons</i> is being revised to update the descriptions, objectives, requisites, lecture content, class assignments, textbook, methods of evaluation, and methods of instruction	Motion to approve pending the updating of SLOs: Keith Seconded: Rachel CAC Committee Voted: Aye  Motion to approve DE: Keith Seconded: Gamble CAC Committee Voted: Aye
<b>ENGL 90</b> (revision)	<i>Independent Study</i> is being revised to update the descriptions, units and hours, objectives, requisites, lab content, class assignments, textbook, and methods of evaluation	Motion to approve: Keith Seconded: Lynn CAC Committee Voted: Aye
<b>ENGL 101A</b> (new)	<i>College Composition Plus</i> is a new course that is required by AB 705	Motion to approve: Fred Seconded: Keith

		<p>CAC Committee Voted: Aye</p> <p>Motion to approve corequisite: Keith Seconded: Lynn CAC Committee Voted: Aye</p>
<b>ENGL 111</b> (revision)	<i>Academic Reading and Writing</i> is being revised to update the title, descriptions, objectives, lab content, class assignments, textbooks, methods of evaluation, and methods of instruction	<p>Motion to approve: Keith Seconded: Fred CAC Committee Voted: Aye</p>
<b>ENGL 400</b> (DE Revision)	<i>Academic Support</i> is being revised to update the title, descriptions, objectives, requisites, lecture content, class assignments, textbook, methods of evaluation, and methods of instruction	<p>Motion to approve: Keith Seconded: Rachel CAC Committee Voted: Aye</p> <p>Motion to approve DE: Keith Seconded: Gamble CAC Committee Voted: Aye</p>
<b>ENGR 8</b> (DE Revision)	<i>Engineering Statistics</i> is being revised to update the descriptions, requisites, class assignments, and methods of instruction	Added to the next CAC agenda due to time constraints
<b>ETNC 14\SOCl 14</b>	<i>Sociology of Latinos and Latinas</i> is being revised to update the requisite, class assignments, textbooks, and add second discipline	Added to the next CAC agenda due to time constraints
<b>FASH 81</b> (DE Revision)	<i>Business and Marketing Practices</i> is being revised to update the descriptions, requisites, class assignments, textbook, and methods of instruction	Added to the next CAC agenda due to time constraints
<b>GEOL 2</b> (DE Revision)	<i>Physical Geology</i> is being revised to update the descriptions, objectives, requisites, lecture content, class assignments, textbooks, methods of evaluation, and methods of instruction	<p>Motion to approve: Fred Seconded: Keith CAC Committee Voted: Aye</p> <p>Motion to approve DE: Keith Seconded: Rachel CAC Committee Voted: Aye</p>

		Motion to approve corequisite: Rachel Seconded: Lynn CAC Committee Voted: Aye
<b>GWOS 12/HIST 12</b>	<i>Women in United States History</i> is being revised to update the requisites, class assignments, textbooks, and methods of instruction	Added to the next CAC agenda due to time constraints
<b>HORT 53</b> (new)	<i>Soil Science and Management</i> is a new course that is being offered to be part of the HORT AA-T degree	Added to the next CAC agenda due to time constraints
<b>HUMS 53</b> (revision)	<i>Introduction to Counseling</i> is being revised to update the title, requisites, class assignments, and textbooks	Tabled for minimum qualifications discussion
<b>LETP 202</b> (new)	<i>Financial Crimes</i> is a new course that is being offered for Financial Crime Investigators. This is a POST-certified Institute of Criminal Investigations course used throughout the state of California and required for Financial Crime Investigators	Added to the next CAC agenda due to time constraints
<b>LETP 238</b> (new)	<i>Tactical Patrol Rifle Instructor</i> is a new course that is being offered to provide training for local agencies. It is certified by POST.	Tabled until all LETP courses come to CAC level. CAC wants Libby Flores to visit to address concerns about LETP courses
<b>LING 15</b> (DE Revision)	<i>Introduction to Linguistics</i> is being revised to update the descriptions, objectives, class assignments, textbooks, methods of evaluation, and methods of instruction	CAC Committee Voted: Aye (Course approval; DE approval)
<b>LING 30</b> (DE Revision)	<i>Introduction to the History of the English Language</i> is being revised to update the objectives, requisites, lecture content, class assignments, textbook, methods of evaluation, and methods of instruction	Motion to approve: Keith Seconded: Rachel CAC Committee Voted: Aye  Motion to approve DE: Keith Seconded: Rachel CAC Committee Voted: Aye

<b>LING 45/ETNC 45</b> (DE Revision)	<i>Introduction to Language and Society</i> is being revised to update the descriptions, objectives, requisites, lecture content, class assignments, textbook, methods of evaluation, and methods of instruction	Motion to approve: Keith Seconded: Rachel CAC Committee Voted: Aye  Motion to approve DE: Lynn Seconded: Gamble CAC Committee Voted: Aye
<b>MATH 31</b> (revision)	<i>Linear Algebra</i> is being revised to update the requisites, class assignments, and textbook	Added to the next CAC agenda due to time constraints
<b>MATH 32</b> (revision)	<i>Differential Equations</i> is being revised to update the requisites, class assignments, and methods of evaluation	Added to the next CAC agenda due to time constraints
<b>MATH 261</b> (DE Revision)	<i>Beginning Algebra</i> is being revised to update the descriptions, requisites, class assignments, textbook, and methods of instruction	Added to the next CAC agenda due to time constraints
<b>MATH 351</b> (DE Revision)	<i>Pre-Algebra</i> is being revised to update the requisites, class assignments, textbooks, methods of evaluation, and methods of instruction	Added to the next CAC agenda due to time constraints
<b>PHED 30.1</b> (revision)	<i>Intercollegiate Basketball: Women</i> is being revised to update the units and hours, requisites, and class assignments	Added to the next CAC agenda due to time constraints
<b>PHED 30.2</b> (revision)	<i>Intercollegiate Softball: Women</i> is being revised to update the units and hours, requisites, and class assignments	Added to the next CAC agenda due to time constraints
<b>PHED 30.3</b> (revision)	<i>Intercollegiate Volleyball: Women</i> is being revised to update units and hours, requisites, and class assignments	Added to the next CAC agenda due to time constraints
<b>PHED 30.4</b> (revision)	<i>Intercollegiate Tennis: Women</i> is being revised to update the units and hours, requisites, and class assignments	Added to the next CAC agenda due to time constraints
<b>PHED 30.6</b> (revision)	<i>Intercollegiate Soccer: Women</i> is being revised to update the units and hours, requisites, and class assignments	Added to the next CAC agenda due to time constraints

<b>PHED 31.1</b> (revision)	<i>Intercollegiate Football: Men</i> is being revised to update units and hours, prerequisites, and class assignments	Added to the next CAC agenda due to time constraints
<b>PHED 31.2</b> (revision)	<i>Intercollegiate Basketball: Men</i> is being revised to update the units and hours, prerequisites, and class assignments	Added to the next CAC agenda due to time constraints
<b>PHED 31.3</b> (revision)	<i>Intercollegiate Baseball: Men</i> is being revised to update the units and hours, prerequisites, and class assignments	Added to the next CAC agenda due to time constraints
<b>PHED 31.4</b> (revision)	<i>Intercollegiate Golf: Men</i> is being revised to update the units and hours, prerequisites, and class assignments	Added to the next CAC agenda due to time constraints
<b>PHED 31.5</b> (revision)	<i>Intercollegiate Soccer: Men</i> is being revised to update the units and hours, prerequisites, and class assignments	Added to the next CAC agenda due to time constraints
<b>PHED 32.1</b> (revision)	<i>Intercollegiate Track and Field: Women and Men</i> is being revised to update the units and hours, prerequisites, and class assignments	Added to the next CAC agenda due to time constraints
<b>PHED 32.4</b> (revision)	<i>Intercollegiate Cross Country: Women and Men</i> is being revised to update the units and hours, prerequisites, and class assignments	Added to the next CAC agenda due to time constraints
<b>PHED 45</b> (DE Revision)	<i>Introduction to Careers in Sports Medicine and Allied Health Professions</i> is being revised to update the descriptions, objectives, prerequisites, class assignments, textbook, and methods of instruction	Added to the next CAC agenda due to time constraints
<b>PHYS 10</b> (revision)	<i>Introduction to Physics</i> is being revised to update the prerequisites, class assignments, textbook, and methods of evaluation	Added to the next CAC agenda due to time constraints
<b>PSYC 1</b> (DE Revision)	<i>General Psychology</i> is being revised to update the descriptions, objectives, prerequisites, class assignments, textbooks, and methods of evaluation	Motion to approve: Keith Seconded: Lynn CAC Committee Voted: Aye  Motion to approve DE: Keith Seconded: Richard CAC Committee Voted: Aye



<b>PSYC 3</b> (DE Revision)	<i>Introduction to Social Psychology</i> is being revised to update the requisites, class assignments, textbooks, and methods of instruction	Tabled until SOCI 3 comes to CAC level
<b>PSYC 25</b> (DE Revision)	<i>Lifespan Development</i> is being revised to update the objectives, requisites, class assignments, textbooks, methods of evaluation, and methods of instruction	Motion to approve: Laura L Seconded: Gamble CAC Committee Voted: Aye  Motion to approve DE: Keith Seconded: Fred CAC Committee Voted: Aye
<b>PSYC 35</b> (revision)	<i>Introduction to Abnormal Psychology</i> is being revised to update the objectives, requisites, class assignments, textbooks, and methods of evaluation	Motion to approve: Lynn Seconded: Laura L CAC Committee Voted: Aye  Motion to approve DE: Beth Seconded: Gamble CAC Committee Voted: Aye
<b>PSYC 38</b> (DE Revision)	<i>Biological Psychology</i> is being revised to update the requisites, class assignments, and textbooks	Motion to approve: Keith Seconded: Laura L CAC Committee Voted: Aye
<b>PSYC 40</b> (revision)	<i>Human Sexuality</i> is being revised to update the objectives, requisites, class assignments, textbooks, and methods of evaluation	Motion to approve: Keith Seconded: Lynn CAC Committee Voted: Aye  Motion to approve DE: Keith Seconded: Rachel CAC Committee Voted: Aye  Motion to approve the prerequisite: Lynn Seconded: Gamble CAC Committee Voted: Aye
<b>PSYC 50</b> (revision)	<i>Health Psychology</i> is being revised to update the objectives, requisites, class assignments, textbooks, and methods of evaluation	Motion to approve: Keith Seconded: Gamble

		CAC Committee Voted: Aye
<b>SPAN 2S-B</b> (new)	<i>Intermediate Spanish for Spanish Speakers II</i> is a new course that is being offered to fit MPC's goals to increase transfer and Spanish degree completion	Motion to approve: Keith Seconded: Fred CAC Committee Voted: Aye
<b>SPAN 5</b> (revision)	<i>Literature of the Spanish-Speaking World</i> is being revised to update the descriptions, units and hours, objectives, requisites, lecture content, class assignments, textbook, methods of evaluation, and methods of instruction	Motion to approve: Lynn Seconded: Keith CAC Committee Voted: Aye  Motion to approve prerequisite: Lynn Seconded: Gamble CAC Committee Voted: Aye
<b>SPAN 50A</b> (new)	<i>Intermediate Spanish Conversation I</i> is a new course that is being offered to increase the Spanish program language offerings	Motion to approve: Keith Seconded: Gamble CAC Committee Voted: Aye
<b>SPAN 50B</b> (new)	<i>Intermediate Spanish Conversation II</i> is a new course that is being offered to increase the Spanish program language offerings.	Motion to approve: Keith Seconded: Gamble CAC Committee Voted: Aye  Motion to approve prerequisites: Keith Seconded: Lynn CAC Committee Voted: Aye
<b>SPCH 1</b> (revision)	<i>Public Speaking</i> is being revised to update the requisites, class assignments, textbook, and methods of evaluation	Motion to approve: Keith Seconded: Gamble CAC Committee Voted: Aye
<b>SPCH 4</b> (revision)	<i>Intercultural Communication</i> is being revised to update the description, objectives, requisites, lecture content, class assignments, textbook, and methods of evaluation	
<b>Administration of Justice Associate in Science for Transfer</b> is being revised to update the description, program outcomes, and course blocks		Motion to approve: Keith Seconded: Lynn

	CAC Committee Voted: Aye
<p><b>Automotive Technology Certificate of Achievement</b> is being revised to update the description, and course blocks</p> <p>CAC suggest splitting program outcome into two program outcomes: one for necessary skills and the other for work habits</p>	<p>Motion to approve pending separation of program outcome from one to two outcomes: Rachel</p> <p>Seconded: Fred CAC Committee Voted: Aye</p>
<p><b>Automotive Technology Associate in Science</b> is being revised to update the description, and course blocks</p> <p>CAC suggest splitting program outcome into two program outcomes: one for necessary skills and the other for work habits</p>	<p>Motion to approve pending separation of program outcome from one to two outcomes: Rachel</p> <p>Seconded: Lynn CAC Committee Voted: Aye</p>
<p><b>Dental Assisting: Certificate of Achievement</b> is being revised to update the course blocks</p>	<p>Motion to approve: Keith</p> <p>Seconded: Laura L CAC Committee Voted: Aye</p>
<p><b>Emission Specialist: Certificate of Achievement</b> is a new C of A that allows students to prepare for the changes to the State of CA Smog Inspector License requirements</p> <p><b>Narrative needed</b></p>	<p>Motion to approve: Beth</p> <p>Seconded: Lynn CAC Committee Voted: Aye</p>
<p><b>Human Services: Certificate of Achievement</b> is being revised to update the description, program outcomes, and course blocks</p>	<p>Motion to approve: Fred</p> <p>Seconded: Laura L CAC Committee Voted: Aye</p>
<p><b>Human Services: Associate in Science</b> is being revised to update the description, program outcomes, and course blocks</p>	<p>Motion to approve: Fred</p> <p>Seconded: Lynn CAC Committee Voted: Aye</p>
<p><b>Interior Design: Certificate of Achievement</b> is being revised to update the description, and course blocks</p>	<p>Motion to approve: Keith</p> <p>Seconded: Lynn</p>

	CAC Committee Voted: Aye
<b>Interior Design: Associate in Science</b> is being revised to update the description, and course blocks	Motion to approve: Keith Seconded: Lynn CAC Committee Voted: Aye
<b>Linguistics Certificate of Achievement</b> is a new C of A that provides transfer preparation to CSU & UC	Motion to approve: Keith Seconded: Lynn CAC Committee Voted: Aye
<b>Maintenance and Light Repair: Certificate of Achievement</b> is a new C of A that allows evening students to complete an AUTO program of study	Motion to approve pending adding the word 'Auto' to the title: Keith Seconded: Laura L CAC Committee Voted: Aye
<b>Physical Education Aide Associate in Science</b> is being revised to update the course blocks	Added to the next CAC agenda due to time constraints
<b>Social Justice Studies: Ethnic Studies AA-T</b> is a new program that is being created to	Motion to approve pending updates to program outcomes: Fred  Seconded: Keith CAC Committee Voted: Aye
<b>Social Justice Studies: Gender and Women's Studies AA-T</b> is a new program that is being created to	Motion to approve pending updates to program outcomes: Lynn  Seconded: Gamble CAC Committee Voted: Aye
<b>Spanish: Associate in Arts for Transfer</b> is being revised to update the course blocks	Motion to approve: Rachel Seconded: Lynn

	CAC Committee Voted: Aye
<b>Spanish: Spanish for Spanish Speakers Certificate of Achievement</b> is a new C of A is a stepping stone for students transfer. It is the required core of the AA-T in Spanish	Motion to approve: Lynn Seconded: LaRon CAC Committee Voted: Aye
<b>Spanish: Spanish Language Certificate of Achievement</b> is being revised to update the description, and course blocks	Tabled to address students who start at SPAN 1 B or higher in order for them to complete the C of A
<p><b>Next CAC Meeting: January 30, 2019</b>  <b>BMC 201</b>  <b>3:30 pm – 5:00 pm</b></p>	