

Curriculum Advisory Committee Meeting Notes

DATE: Mar. 4, 2009 LOCATION: LTC 232			
✓	Richard Abend, ESL	✓	Beth Penney, Basic Skills
✓	Bill Easton, Library		Tom Rebold, Business and Technology
✓	Paola Gilbert, Humanities		Vacant, Creative Arts
✓	Michael Gilmartin, Administration		Vacant, Life Science
.	Elizabeth Harrington, Articulation Officer		Vacant, Nursing
✓	Lynn Iwamoto, Chairperson/Physical Science		Vacant, Physical Education
✓	LaRon Johnson, Counseling		Vacant, Student Representative
✓	Tom Logan, Social Science		Vacant, Supportive Services
✓	Jonathan Osburg, Academic Senate		

Meeting Chaired by: Lynn Iwamoto

Notes Submitted by: Lynn Iwamoto

Agenda Item	Discussion / Comments	Action
Approval of Notes: 2/25/09	The minutes were not available. This will be postponed to the March 11, 2009 meeting.	
Consent Agenda ANTH 99.1 ANTH99.9 ANTH 89.190 ANTH 99.11 DNTL 106 DNTL 113	Deletion of the listed courses.	Motion to approve as presented: Richard Abend Seconded: Bill Easton Motion approved as presented.

Reorganization of Action Items	We postponed THEA 110 and THEA 111 until Jonathan Osburg arrived. We reviewed BIOL 10 and ENGL 100 first. Then we reviewed THEA 110 and THEA 111. After these courses, we reviewed DNTL 103, DNTL 107, DNTL 108, DNTL 116, and the Dental Assisting Program before the PARK courses.	
BIOL 10	<p>BIOL 10 (<i>Principles of Biology</i>) is updated to remove the additional one hour per week arrangement, which was originally created for students to have access to computers. Now, students have access to computers at home and at other areas on campus.</p> <p>Corrections noted: COURSE REVISION FORM: remove “(CAN BIOL 2)” from the “Change to:” box. COURSE DATA SHEET: Item #4, add checkmark to “Major.” COURSE OUTLINE: Item #2, Line #3, remove “(CAN BIOL 2)”; Item #3, Line #3, remove “(CAN BIOL 2)”.</p>	<p>Motion to approve with corrections: Tom Logan</p> <p>Seconded: Bill Easton</p> <p>Motion approved with corrections.</p>
ENGL 100 (New Course)	<p>ENGL 100 (<i>Composition and Reading for Graduation</i>) is a new course designed to provide students who do not plan to transfer to four-year schools with a 100-level composition and reading class comparable to ENGL 1A that will satisfy new graduation requirements. This course in effect replaces ENGL 111 “technical writing” alternative for vocational students, now that the graduation requirement has been changed.</p> <p>Corrections noted: COURSE DATA SHEET: Item #23, add checkmark to the first box and delete the checkmark in the third box. COURSE OUTLINE: Item #2, Line #8, delete the period after “155”; Item #2, Line #9, delete the period after “concurrently”; Item #2, Line #10, delete the period after “Area A1”; Item #3, Line #2, replace “115.” with “155”; Item #3, Line #3, remove the period</p>	<p>Motion to approve with corrections: Paola Gilbert</p> <p>Seconded: Richard Abend</p> <p>Motion approved with corrections.</p>

	<p>after “concurrently”); delete the comment box in the right-hand margin; Item #11b, delete the period after “concurrently”); Item #12; delete the period after “155”); delete the comment box in the right-hand margin.</p> <p>COURSE PREREQUISITE/COREQUISITE: CONTENT REVIEW FORM: add checkmark to Item #7; delete two comment boxes in the right-hand margin.</p> <p>COURSE ADVISORY: CONTENT REVIEW FORM: reformat Column 1 from “Ability to:</p> <ol style="list-style-type: none"> 1.access; 2. evaluate, and 3. use information resources, both print and electronic, for research purposes” <p>to “Ability to:</p> <ol style="list-style-type: none"> 1. access; 2. evaluate, and 3. use information resources, both print and electronic, for research purposes.” 	
<p>THEA 110</p>	<p>THEA 110 (<i>Film Study – The Western</i>) is a new stand-alone course designed, in response to student request, to provide more in-depth study of the Western film genre. The committee asked that the course description be revised to better reflect the content of the course.</p> <p><i>Corrections noted:</i> COURSE OUTLINE: Item #2, replace the catalog description “The most enduring genre in the history of the cinema is examined in this course. From <u>The Great Train Robbery</u> to <u>The Unforgiven</u>, the Western has provided a canvas for a wide variety of directors.</p>	<p>Motion to approve with corrections: Richard Abend</p> <p>Seconded: Paola Gilbert.</p> <p>Motion approved with corrections.</p>

	<p>This course studies the film Western as a metaphor for the American way of life: the dream of a peaceful existence in the shadow of the ever-present threat of violence.” with “This course examines the film Western within a cultural and historical context. The class will focus on the characteristics of film storytelling and the visual style in the Western, which not only entertains audiences but also mirrors American attitudes and values. Through a survey and discussion of outstanding films and artists, students will have a deeper understanding of how the tradition of the Western both shapes and reflects American culture.”; Item #3, replace the schedule description “Study of the film Western as a metaphor for the American way of life: the dream of a peaceful existence in the shadow of the ever-present threat of violence. Covers a wide variety of films and directors.” with “This course examines the film Western within a cultural and historical context. A study of how the tradition of Westerns both shapes and reflects American culture.”</p>	
<p>THEA 111</p>	<p>THEA 111 (<i>Film Study – The American Musical</i>) is a new stand-alone course designed, in response to student request, to provide more in-depth study of the American Musical film genre. The committee asked that the course description be revised to better reflect the content of the course.</p> <p><i>Corrections noted:</i> COURSE OUTLINE: Item #2, replace the catalog description “This course examines the history of the American Musical, the genre that inspired some of the cinema’s great directors, actors, singers and dancers. These artists will be studied within the context of this unique American art form.” with “This course examines the filmed American Musical within a cultural and historical context. The class will focus on the characteristics of film storytelling and visual style in the American Musical, which not only entertains audiences</p>	<p>Motion to approve with corrections: Richard Abend</p> <p>Seconded: Paola Gilbert</p> <p>Motion approved with corrections.</p>

	<p>but also mirrors American attitudes and values. Through a survey and discussion of outstanding films and artists, students will have a deeper understanding of how the tradition of musicals both shapes and reflects American culture.”; Item #3, replace the schedule description “Examination of the history of the American Musical, the genre that inspired some of the cinema’s great directors, actors, singers and dancers. Study of these artists within the context of this unique American art form.” with “This course examines the filmed American Musical within a cultural and historical context. A study of how the tradition of musicals both shapes and reflects American culture.”</p>	
<p>DNTL 103</p>	<p>DNTL 103 (<i>Beginning Radiography</i>) is an existing course upgraded to meet current State standards and meet current student needs. They are fusing two classes: DNTL 103 (<i>Beginning Radiography</i>) taught in early spring and DNTL 113 (<i>Intermediate Radiography</i>) taught in spring will be combined into DNTL 103 (<i>Radiography for Dental Assistants</i>). DNTL 113 will be deleted. The reason for this change is to give students a single intensive class in radiography (more in keeping with other community colleges) and to free up the early spring for two new classes in Coronal Polish and Dental Sealants (a new class requirement from the state).</p> <p><i>Corrections noted:</i> COURSE DATA SHEET: Item #23, add a checkmark to the fourth box. COURSE OUTLINE: Item #2, Line #5, replace “Prerequisite:” with “Prerequisite or corequisite:”; Item #3, Line #1, replace “Corequisite:” with “corequisite:”; delete the three comment boxes in the right-hand margin; delete the comment box in the right-hand margin to the right of Item #12; Lynn will ask for the edition and date of the book listed for Item #16; delete the comment box in the</p>	<p>Motion to approve with corrections: LaRon Johnson</p> <p>Seconded: Bill Easton</p> <p>Motion approved with corrections.</p>

	<p>right-hand margin. BASIC SKILLS ADVISORIES: CONTENT REVIEW FORM: delete the comment in the right-hand margin.</p>	
<p>DNTL 107 (New Course)</p>	<p>DNTL 107 (<i>Coronal Polish</i>) is a new course containing curriculum required by the state for Dental Assisting Programs, and must be in place by early Spring 2009 term.</p> <p><i>Corrections noted:</i> COURSE DATA SHEET: Item #3, replace 2010 with 2009; Item #6, checkmark the box for “Yes” and delete the checkmark in the box for “No”; Item #6, add “DNTL 107 has three prerequisites: DNTL 100, 102, and 104. The course itself is the prerequisite for DNTL 108.” as an explanation. COURSE OUTLINE: Item #16, replace “pub” with “published”. COURSE PREREQUISITE/COREQUISITE: CONTENT REVIEW FORM: replace “Ari” with “Kari” for the first name of the first of two preparers; Item #7, column 1, replace “terminology.)” with “terminology)”, replace “management.)” with “management)”, replace “procedures.)” with “procedures)”. BASIC SKILLS ADVISORIES: CONTENT REVIEW FORM: delete the comment box in the right-hand margin.</p>	<p>Motion to approve with corrections: Paola Gilbert</p> <p>Seconded: Jonathan Osburg</p> <p>Motion approved with corrections.</p>
<p>DNTL 108 (New Course)</p>	<p>DNTL 108 (<i>Pit and Fissure</i>) is a new course containing curriculum required by the state for Dental Assisting Programs, and must be in place by early Spring 2009 term.</p> <p><i>Corrections noted:</i> COURSE DATA SHEET: Item #3, delete the comment box in the right-hand margin; Item #11, replace 2010 with 2009. COURSE OUTLINE: Item #2, Line #2, replace “Pre- or Corequisites:” with “Prerequisite or corequisites:”; Item #3, Line #1, replace “Pre- or Corequisites:” with “Prerequisite or corequisites:”; Item #12, delete the comment box in the right-hand</p>	<p>Motion to approve with corrections: Richard Abend</p> <p>Seconded: Bill Easton</p> <p>Motion approved with corrections.</p>

	<p>margin; Item #16, replace “pub” with “published”.</p> <p>COURSE PREREQUISITE/COREQUISITE: CONTENT REVIEW FORM: Item #7, column 1, replace “terminology.)” with “terminology)”, replace “management.)” with “management)”, replace “instruments.)” with “instruments)”.</p> <p>BASIC SKILLS ADVISORIES: CONTENT REVIEW FORM: delete the comment box in the right-hand margin.</p>	
<p>DNTL 116</p>	<p>DNTL 116 (<i>Supervised Clinical Experience</i>) is an existing course upgraded to meet current State standards and meet current student needs. DNTL 106 (Supervised Clinical Experience I) will be deleted. DNTL 106 has been offered in the early spring, before students before students have finished the prerequisite course work according to State regulations. DNTL 116, Supervised Clinical Experience II will be renamed DNTL 116, Supervised Clinical Experience. DNTL 116 fulfills the State requirements for the total number of clinical hours each student must complete, and is open to students only after they have finished the prerequisite courses. Dental Radiography courses 103 and 113 will be combined into one course also. DNTL 113 will be deleted and DNTL 103 will be revised. These deletions and revisions are to be reflected in the prerequisites for DNTL 116 which is the final course of the program.</p> <p><i>Corrections noted:</i></p> <p>COURSE REVISION FORM: delete the comment box in the right-hand margin to the right of the “Change to:” box.</p> <p>COURSE OUTLINE: Item #2, Line #3, place the word “the” between “and skill in” and “use of”; Item #2, Line #6, Lynn will need to clarify if the originator wants “Prerequisites or corequisites:” as per item #12; Item #3, Line #1, Lynn will need to clarify if the originator wants “Prerequisites or corequisites:” as per item #12; Item #3, Line #3, place the word “the” between “and</p>	<p>Motion to approve with corrections: Tom Logan</p> <p>Seconded: LaRon Johnson</p> <p>Motion approved with corrections.</p>

	<p>skill in” and “use of”; delete the three comment boxes in the right-hand margin; Item #8, delete the comment box in the right-hand margin; Item #12, delete the two comment boxes in the right-hand margin.</p> <p>BASIC SKILLS ADVISORIES: CONTENT REVIEW FORM: delete the three comment boxes in the right-hand margin.</p>	
Dental Assisting Program	<p>The revised program reflects the deletions of DNTL 106 and DNTL 113, the revisions of DNTL 103, DNTL 116 and ENGL 111, and the inclusion of the new courses: DNTL 107 and DNTL 108.</p> <p><i>No corrections noted.</i></p>	<p>Motion to approve as presented: Jonathan Osburg</p> <p>Seconded: Paola Gilbert</p> <p>Motion approved as presented.</p>
PARK 147 (New Stand-Alone Course)	<p>PARK 147 (<i>Maintenance Leadership and Administration</i>) is a new stand-alone course that provides training to Parks and Recreation employees to become more knowledgeable in the maintenance of CA State Parks.</p> <p><i>Corrections noted:</i> SIGNATURE PAGE: replace “C. (we need first name)” with “Charles”. COURSE DATA SHEET: Item #2, replace “Coombs” with “Charles Coombs”; Item #4, delete the checkmark for “AA/AS Degree:” and for “Elective”, Item #23, delete the checkmark in the first box, add a checkmark in the third box and delete the two comment boxes in the right-hand margin. COURSE OUTLINE: <u>Item #2</u>, Lines #2 and #3, replace “, estimating, execution and lead others in local maintenance functions.” with “and execution.”; Line #3, replace “This course” with “It”; Line #3, add “with” between “provides participants” and “the knowledge”; Line #4, replace “;” after “operations come from” with a “,”; Line #6, add “the” between “often delegated to”</p>	<p>Motion to approve with corrections: Paola Gilbert</p> <p>Seconded: Richard Abend</p> <p>Motion approved with corrections.</p>

	and “lead employees”; delete the comment box in the right-hand margin; <u>Item #3</u> , Line #1, replace “, estimating, and execution” with “and execution.”; Lines #1 and #2, delete “and lead others in local maintenance functions.”; Line #2, replace “Maintenance” with “Topics include maintenance”; Line #3, replace “administrative tasks.” with “administrative and leadership tasks.”; delete the comment box in the right-hand margin; <u>Item #12</u> , remove the period after “None”; <u>Item #15</u> , add the word “Read” at the beginning of the statement and delete the comment box in the right-hand margin.	
PARK 155 (New Stand-Alone Course)	<p>PARK 155 (<i>Cooperating Association Liaison Skill Building</i>) is a new stand-alone course for new and experienced Cooperating Association Liaisons (CALs).</p> <p><i>Corrections noted:</i> COURSE OUTLINE: Item #2, Line #3, insert “skills to become the” between “develop the” and “key communication” and delete the comment box in the right-hand margin; Item #3, delete the comment box in the right-hand margin; Item #13a, remove all of the underlining, remove all of the explanations under the underlined topics, reformat the capitalized phrases as if they were titles, and delete the comment box in the right-hand margin; Item #14, 11th bullet, insert the word “to” between “Describe what parks can do” and “help professionalize our associations to make them more effective.” and remove the comment box in the right-hand margin.</p>	<p>Motion to approve with corrections: Bill Easton</p> <p>Seconded: Richard Abend</p> <p>Motion approved with corrections.</p>
PARK 165	Due to time constraints, PARK 165 (<i>Resource Management Cultural Basic</i>) is continued to the next committee meeting.	Discussion of this course is postponed until next week’s meeting.
PARK 166	Due to time constraints, PARK 166 (<i>Resource Management Cultural Intermediate</i>) is continued to the next committee meeting.	Discussion of this course is postponed until next week’s meeting.

PARK 245	Due to time constraints, PARK 245 (<i>Baton Instructor</i>) is continued to the next committee meeting.	Discussion of this course is postponed until next week's meeting.
Next meeting: Mar. 11, 2009, LTC 232		