## Curriculum Advisory Committee Meeting Notes

DATE: Nov. 12, 2008		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
<b>✓</b>	Tom Logan, Social Science		Vacant, Supportive Services
<b>√</b>	Jonathan Osburg, Academic Senate		

Meeting Chaired by: Lynn Iwamoto Notes Submitted by: Elizabeth Harrington

Guest: Fred Hochstaedter

Agenda Item	Discussion / Comments	Action
Approval of Notes:	Corrections noted:	Motion to approve with corrections:
11/5/08	Agenda Item THEA 64, Line #13, replace "Item C" with "Item B(1),	Richard
	add checkmark; Item C".	Seconded: Bill
	Agenda Item PHYS 3A, Line #20, replace "tippler" with "Tippler",	Matin an annual
	Line #24, replace "thebox" with "the box", and Line #25, replace	Motion approved.
	"commend" with "comment."	
	Agenda Item PHSY 3B, Line #21, replace "tippler" with "Tippler",	
	Line #30, replace "20A" with "20C", and Line #32, replace	
	"commend" with "comment."	
Consent Agenda	The courses on today's Consent Agenda are being deleted from the	Motion to approve course deletions as
PHED 5C	MPC Catalog of Courses.	presented Tom L.
PHED 8		
PHED 12A		Seconded: Richard
PHED15C		Motion approved
PHED 59		Motion approved.
PHED 60		

FIRE 128	FIRE 128 ( <i>Building Construction for Fire Protection</i> ) is a new course intended to provide Fire Protection Technology students the opportunity to study the components of building design and construction that relate to fire safety. The addition of this course to the core requirements of the Fire Protection Technology program is necessary for MPC's Fire	Motion to approve with corrections:  Elizabeth Seconded: Bill Motion approved with corrections.	
	Protection Technology program to conform to the Chancellor's Office requirements and the requirements of state accreditation.  Corrections noted:		
	Course Data Sheet, Item #6, delete the checkmark in the "Yes" box, add a checkmark to the "No" box, and delete "Required Core Curriculum for what?"; and Item #23, delete the second checkmark. Course Outline, Item #14, delete correction box and comment box in		
	the right hand margin; and, Item #16, delete the correction boxes (2) in the right hand margin.  Courses SLOs, delete comment box in the right hand margin.		
FIRE 129	FIRE 129 ( <i>Fire Prevention</i> ) is a new course which is being added to the curriculum in order to conform to the requirements of Chancellor's Office and state accreditation. It provides information regarding history and philosophy of fire prevention. This course will be added to the core requirements of the Fire Protection Technology Certificate and Associate in Arts degree program.	Idded to the lor's LaRon Seconded: Richard to the core	
	Corrections noted: Course Data Sheet, Item #23, delete the second checkmark. Course Outline, Item #3, Line #3, replace "suppression." with "suppression. LG-C/NC", and delete "LG-C/NC" from Line #4; Item #14, delete correction box in the right hand margin; and, Line #16, delete the comment box in the right hand margin. Courses SLOs, delete comment box in the right hand margin.		
Fire Protection	The Fire Protection Technology Program is being revised to include	Motion to approve as presented:	
Technology –	FIRE 128 (Building Construction for Fire Protection), FIRE 129 (Fire	Paola Canadada Lar	
Program change	Prevention), and FIRE 102 (Fire Hydraulics) as core requirements for the Certificate of Achievement and for the Associate in Science	Seconded: Jon	
	degree. These courses have been added in order to conform to the requirements of the Chancellor's Office and for state accreditation. In addition, FIRE 105 ( <i>Firefighter I Academy</i> ) is being removed as an elective course.	Motion approved.	

(continued)	No corrections noted.			
Other Business  Updating Board Policy  Michael Gilmartin	Michael informed the committee that he will be updating existing board policy related to requisites. This is part of a broader update of board policy across all campus areas. Michael distributed copies of the existing, three page, section of board policy addressing educational programs and standards (section 3015). This section was last updated in 1991 and was based on AB 1725 (signed by Gov. Deukmejian, Sept. 19, 1988). He also distributed copies of a proposed revision of board policy and a copy of recommended administrative procedures providing detailed process in support of the board policy. Michael feels that adopting these documents would provide a better means of maintaining up-to-date board policy and administrative procedures. Michael asks committee members to review these documents for further discussion. He has already taken these documents to AAAG and anticipates feedback by the end of the month. The curriculum approval process will be reviewed next.	FYI		
CurricUNET Update Michael Gilmartin	Michael informed the committee that all courses and programs have now been uploaded into CurricUNET. Numerous corrections are needed to complete the data. He recommends that CAC members be involved in the training process which is scheduled for the first week in December. He also informed the committee that the hiring process for the new CurricUNET Specialist has been delayed.	FYI		
SLOs Fred Hochstaedter	Fred Hochstaedter informed the committee that the SLO Committee is looking at the possibility of developing GE related SLOs which could be added to all MPC GE courses. Each GE area would have a separate SLO. The appropriate SLO would be attached to each course qualified as meeting a given GE area. Discussion included the possibility of having GE area SLOs attached to the area rather than to each qualified course, assessing SLOs, and having area SLOs be sufficiently generic that they could apply to IGETC and CSU GEBreadth areas. During his visit Fred had committee members respond to a questionnaire regarding their perception of the MPC SLO development process.	FYI Discussion will continue.		
<b>Next meeting:</b> 3 p.m., Nov. 19, 2008, LTC 232				