Curriculum Advisory Committee Meeting Notes

DATE: March 5, 2008		LOCATION: LTC 232	
✓	Bernadine Abbott, Library	✓	Tom Rebold, Business and Technology
	Richard Abend, ESL	✓	Susan Walter, Chairperson
✓	Michael Gilmartin, Administration	✓	Jason Walters, Student
√	Elizabeth Harrington, Articulation Officer		Vacant, Life Science
✓	Lynn Iwamoto, Physical Science		Vacant, Creative Arts
✓	LaRon Johnson, Academic Senate		Vacant, Physical Education
	Tom Logan, Social Science		Vacant, Supportive Services
✓	Jonathan Osburg, Humanities		Vacant, Nursing
√	Beth Penney, Basic Skills		

Meeting Chaired by: Susan Walter

Notes Submitted by: Elizabeth Harrington

Agenda Item	Discussion / Comments	Action
Approval of Notes:	Corrections noted:	Motion to approve with corrections:
2/27/08	Agenda Item CAC's Role in the SLO process, Page #2, Line #6,	LaRon
	delete "be required";	Seconded: Tom R.
	Agenda Item HIST 12, Line #9, place quotation marks around their;	
	Agenda Item WOMN 12, Line #1, replace "WOM" with "WOMN."	Motion approved with corrections.
ART 35K	ART 35K (Special Printmaking Techniques I: Printing Your Archive)	Motion to approve with corrections:
	was formerly offered as a Special Topics course. It is now being	Bernie
	formalized as part of the Art Department curriculum.	Seconded: Jon
	Corrections noted:	Motion approved with corrections.
	Course Outline, Item #3, Line #1, delete second period; Item #13a,	T I
	topic #5, replace "Individual expression and Creation" with "Creation";	
Item #13a, delete topic #7; Item #13a, topic # 8, replace "Development		
	of understanding of revisiting" with "Revisiting"; Item #14a, Objective	
	#2, replace "Increase printmaking vocabulary." with "Acquire and	
	apply a working knowledge of specialized printmaking vocabulary.";	
	Item #17 replace "Critiques assess" with "Instructor critiques of student	
	work assessing".	

PHED 30.6	PHED 30.6 (Intercollegiate Soccer Women) is a stand alone course which adds a new intercollegiate sport to the Physical Education Department curriculum providing practice and competition in intercollegiate soccer for women. Corrections noted: Course Data Sheet, Item #17 replace "No" with "None". Course Outline, Item #17 replace "3." with "2."	Motion to approve with corrections: LaRon Seconded: Jon Motion approved with corrections
PHED 31.5	PHED 31.5 (<i>Intercollegiate Soccer Men</i>) is a stand alone course which adds a new intercollegiate sport to the Physical Education Department curriculum providing practice and competition in intercollegiate soccer for men. Correction noted: Course Data Sheet, Item #17 replace "No" with "None".	Motion to approve with correction: LaRon Seconded: Lynn Motion approved with correction.
PHIL 8	PHIL 8 (<i>Introduction to World Religions</i>) is a new course which has been developed to expand the range of courses offered by the Philosophy Department. Students will gain insight into the similarities and differences of world religions as they continue to develop their analytical and critical thinking skills. Course Data Sheet #15: Replace upper division course with RS 105 World Religions; Humboldt State University; Course Data Sheet #17: Replace upper division course with Rel Stud 5A World Religions I; UC Irvine	Motion to approve: Jason Seconded: Bernie Motion approved.
University Studies: Philosophy Area of Emphasis	The University Studies: Philosophy Area of Emphasis program is being revised to include PHIL 8 (<i>Introduction to World Religions</i>) as a selective elective course. The program is also renamed as Philosophy. The proposed program course listing is missing. Correction noted: Program Signature Page, Title, replace University Studies: Philosophy Area of Emphasis" with "Philosophy".	Susan will forward the complete program to committee member via email. An email vote will be made to approve the program change. NOTE: CAC approved the program change by email vote on March 6, 2008.

SPAN 50 SPAN 50 (continued)	SPAN 50 (<i>Intermediate Spanish Conversation</i>) is being revised to replace the existing advisory of SPAN 2A (<i>Intermediate Spanish</i>) with a prerequisite of SPAN 2A. This is being done to ensure that students have sufficient preparation to succeed in the course. Corrections noted: Course Outline, Item #14, Objective #4, replace "Demonstrate the ability to perform" with "Perform"; Objective #8, replace "Demonstrate sufficient knowledge" with "Apply knowledge"; Item #17, Method # I, delete "and Attendance."	Motion to approve with corrections: Bernie Seconded: LaRon Motion approved with corrections.
Other Business Title 5 guidelines	Susan encouraged committee members to review the document titled <i>California Community Colleges Guidelines for Title 5 Regulations</i> , <i>Chapter 6, Part 1</i> which she forward via email. In particular she ask members to review the Credit Hour information beginning on page 12 of the document.	FYI
Distance Education and personal pronouns Susan Walter	Susan brought to the attention of the committee that the Distance Education form's questions are written in a manner which encourages responses using the personal pronoun. She encouraged the committee to revise the form so that the questions do not prompt responses using the personal pronoun.	The Distance Education Form will be revised appropriately when forms undergo their next revision.
Catalog Deadlines	Susan presented a draft of the document she has written to inform faculty of the upcoming course submission deadlines and of the new requirement for SLOs to be attached to course outlines beginning June 1, 2008. The committee reviewed and discussed the document. The discussion yielded suggestions to revise the document for clarity and emphasis.	Susan will revise the CAC Deadlines and SLO Requirements document and send it to committee members for review and comments. NOTE: CAC approved the revised document via email. The deadlines were sent to All Users on March 10, 2008.
CAC composition and meeting time	The ongoing difficulty in filling committee positions for divisions which hold Wednesday afternoon lab or studio courses was discussed. Consensus was that there is no meeting day or time which would be convenient to all divisions.	The current meeting day and time will remain for the time being.

LDTP Articulation Decision Report	Elizabeth distributed a copy of the most recent document from the CSU Chancellor's Office which lists LDTP Articulation Decisions made as of Jan. 29, 2008. In particular she wanted committee members to be aware that all Chemistry courses were denied based on a lack of lab content on the official outline. She has requested direction on how to submit lab content. She will resubmit the request.	FYI Elizabeth will again contact the LDTP office to ask for direction on submitting lab content/		
Next meeting: March 12, 2008, LTC 232				