

## Curriculum Advisory Committee Meeting Notes

DATE: May 7, 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

Guest: Fred Hochstaedter

Agenda Item	Discussion / Comments	Action
Approval of Notes: 4/30/08	Corrections noted: Agenda Item ENGR 2, line #4, add “and AutoCAD” after the word “SolidWorks”; and, Agenda Item ENGR 17, line #1 replace “ENGR 2” with “ENGR 17.”	Motion to approve with corrections: Bernie Seconded: Tom  Motion approved with corrections.
<b>SLO Process</b>  <b>Fred Hochstaedter</b>	Fred distributed a rough draft of <i>Goals and Benchmarks for MPC SLO Coordinator and SLO Committee</i> and a copy of the <i>Student Learning &amp; Pedagogical Challenges and Choice</i> form. The SLO Committee is now comprised of Fred, Tom Rebold, Diane Boynton, and Marilyn Wilcox. He asked the committee to provide feedback on these documents. There was extensive discussion regarding whether the Institutional SLOs and the GE program SLOs should be considered the same. Consensus on this subject was not reached and the discussion will continue. Other SLO related issues discussed included: <ul style="list-style-type: none"> <li>• Collecting quantitative v. qualitative information related to SLOs</li> <li>• How the <i>Student Learning &amp; Pedagogical Challenges and Choice</i> form might be used</li> </ul>	Fred has been invited to return for further discussion of the SLO process at a later meeting.

<b>SLO Process (continued)</b>	<ul style="list-style-type: none"> <li>• How CurricUNET might be involved in assessing SLOs</li> <li>• Whether to base course changes on the SLO information gathered</li> <li>• Different methods being used by different instructors</li> <li>• Whether SLO results can be tied to instructor evaluations</li> </ul>	
<b>ENGR 17</b>	<p>ENGR 17 (<i>Technical Computing with MATLAB</i>) is being updated as part of Program Review. This revision includes renaming the course in order to reflect contemporary terminology. It was unclear whether this course is UC transferrable. Susan will check to see if it is included on the UC TCA. If it is not UC transfer approved, Elizabeth will submit it for consideration by the UC system in July of this year.</p> <p>Corrections noted:  Signature Page, Title, replace “Problem Solving” with “Computing.”  Course Revision Form, Title, replace “Problem Solving” with “Computing” in the course title; “C” Change to: replace “Problem Solving” with “Computing”  Course Data Sheet, Item #1, replace “Problem Solving” with “Computing” in the course title; Item #11, replace “2008” with “2009.”  Course Outline, Item #1, replace “Problem Solving” with “Computing” in the course title; and, Item #16, line #2, replace “Matlab” with “MATLAB.”  Course Prerequisite/Corequisite: Content Review Form, Title, replace “Problem Solving” with “Computing”; Item #4, line #2, replace “Intro” with “Intro”; and, Page #2 replace the title with “Technical Computing with MATLAB;” and change “Billogy” to “Biology”</p>	<p>Motion to approve with corrections:  Tom R.  Seconded: Lynn</p> <p>Motion approved with corrections.</p>
<b>Ethnic Studies Program Change</b>	<p>The Ethnic Studies Program is being revised from the University Studies – Ethnic Studies Area of Emphasis. It will now include LING 20 (<i>Introduction to Minority Dialects</i>) as a selective elective.</p> <p>Correction noted:  Reorder the required courses to ETNC 5, ETNC 10, and ETNC 11/HIST 11; Reorder the second set of elective courses to read BUSI 38, ETNC 30/WOMN 30/ANTH 30, HUMA 30, LING 20, and SPCH 4. Add Numbers to courses in second section (ETNC 16/POLS 16; ETNC 18/POLS 18)</p>	<p>Motion to approve with corrections:  Bernie  Seconded: Lynn</p> <p>Motion approved with corrections.</p>

<p><b>Sociology Program Change</b></p>	<p>The Sociology Program is being revised and broadened from the University Studies – Sociology Area of Emphasis. It will now include PHIL 4 (<i>Moral Issues</i>) and ETNC 10 (<i>Intercultural Relations in American Society</i>) as selective electives.</p> <p>Correction noted: Reorder the elective courses to read ANTH 4, ETNC 10, PHIL 4, SOCI 9, and SOCI 40.</p>	<p>Motion to approve with corrections: Richard Seconded: Lynn  Motion approved with corrections.</p>
<p><b>Update on CurricUNET</b>  <b>Michael Gilmartin</b></p>	<p>Michael reported that there had been a conference call with CurricUNET earlier in the day to begin the development process. There will be another conference call in two weeks. Before that call, members of the CurricUNET Steering Committee will meet to discuss forms that will be required as part of the CurricUNET development process. Member of the CurricUNET Steering Committee are: Michael Gilmartin, Susan Walter, Lynn Iwamoto, Beth Penney, Sharon Colton, He Seon Ihn, and Elizabeth Harrington.</p> <p>At this time it is hoped that CurricUNET will be launched by the Spring 2009 term.</p> <p>Michael also reported that he is in the process of developing a proposed classified CurricUNET Specialist position.</p>	<p>FYI</p>
<p><b>CAC Flow Chart</b>  <b>Michael Gilmartin</b></p>	<p>Michael informed the committee that he is reviewing the CAC Flow Chart to identify areas in which the process may need to be redefined in order for the curriculum process to flow properly. It is important that each step of the process be consistent. A revision of the existing CAC Flow Chart may be needed to ensure that the process is accurately defined and applied. The Office of Academic Affairs will keep track of all changes.</p>	<p>FYI</p>
<p><b>Next meeting:</b> May 7, 2008, LTC 232</p>		