Curriculum Advisory Committee Meeting Notes

DATE: October 10, 2007 LOCATION: LI 216					
✓	Bernadine Abbott	✓	Tom Logan		
✓	Richard Abend	\	Jonathan Osburg		
	Michael Gilmartin	\	Beth Penney		
✓	Elizabeth Harrington	\	Randy Smith		
√	Lynn Iwamoto	√	Susan Walter		
	LaRon Johnson	√	Jason Walters		

Meeting Chaired by: Susan Walter

Notes Submitted by: Elizabeth Harrington Guests: Fred Hochstaedter; Sue Skipper

Agenda Item	Discussion / Comments	Action
Approval of Notes:	Corrections Noted:	Motion to approve with corrections:
10/3/07 Agenda Items ART 40.1, ART 44.1 and Graphic Arts Pr		Randy
	Change add to Discussion, "Additional consideration should be	Seconded: Richard
	given to the development of a multi-media program."	
	Agenda Item AUTO 170 Corrections Noted, Course Outlines	Motion approved with corrections
	Items #2 and #3 replace "delete the parenthetical statement and	
	ASE certifications listed under course advisories" with "delete	
	the parentheses in the Advisories statements.";	
	Agenda Item ENSL 303, Discussion delete the last sentence;	
	Action line #2 replace "an" with "as"	
Presentation: AVIA 105, <i>Instrument Pilot Ground School</i> , is submitted for		Susan will contact the department
AVIA 105	revision of the course prerequisite. The prerequisite is AVIA	regarding the prerequisite/advisory
	101 (Private Pilot Ground School) and the revision would	question and about adding evaluation
replace the prerequisite with an Advisory of "AVIA"		elements to test for performance or to
completion of private pilot ground school, or private pilot's		include an essay.
license." The committee was concerned that it may not be		
	appropriate to remove the prerequisite given the revision form	This course is tabled pending a response
	indicates aviation law requires private pilot's certificate (AVIA	from the department to Susan's inquiry.
	101) before instrument pilot training (AVIA 105). The	
	committee also would like to see evaluations elements added to	
	the course to test performance or the inclusion of an essay.	

GENT 99.70	GENT 99.70, Travel Study: Morocco & the Sahara, is a new travel study course designed to explore a topic surveyed in the regular Gentrain program. Corrections Noted: Course Data Sheet, Item #2 replace the dates listed with "Sept. 2007" Course Outline, Item #2 replace "C/NC" with "LG-C/NC", insert a line break after the word "lab" in line #1, add "CSU transferable" as the last line; Item #3, line #1 replace "Noorish" with "Moorish", line #2 replace "Tabat" with "Rabat," replace "Marrackech" with "Marrakech," and replace "NC" with "LG-C/NC"; add: Transfer: CSU; Item # 5 delete checkmark from "Yes" box and add checkmark to "No" box, delete "1 with different topics"; Item #14, Objectives #2 and #3 replace "this system" with "Morocco"; Item #16 add "latest edition"; Item #17 delete "using discussion rubric" and add "Participation and essay examining the impact of Geography, the Romans, and Islam on Morocco."	Motion to approve with corrections: Richard Seconded: Jason Motion approved with corrections
GENT 404B	GENT 404B , Roman Empire: West and East (14 A.D. to 600 A.D.), is a new course being adding to the existing sequence of Gentrain courses to expand the study of Rome.	This course is being held for later discussion.
GENT 405	GENT 405 , <i>The Medieval World: Part 1 (400 to 1100)</i> , is an existing Gentrain course which is being revised from a focus on the Medieval period from 600-11 00 to the period from 400 to 1100.	This course is being held for later discussion.
GENT 417.01	GENT 417.01 , <i>The Nature of Creativity</i> , is a new course proposed to provide students with an opportunity to explore the creative process in poetry and short story writing.	This course is being held for later discussion.
GENT 417.02	GENT 417.02 , <i>The Life and Writings of C.S. Lewis</i> , is a new course designed to acquaint students with the works of C.S. Lewis.	This course is being held for later discussion.

GENT 417.03	GENT 417.03 , <i>Historical Foundations of Western Education</i> , is a new course designed to acquaint students with the philosophical and sociological influences on education in western cultures.	This course is being held for later discussion.
GENT 417.04 GENT 417.04, Queen Victoria's Empire, is a new course designed to provide students the opportunity to explore Empire and the effects of Empire on native peoples.		This course is being held for later discussion.
LETP 233.13	LETP 233.13, <i>S.W.A.T. Canine</i> , is a course that has previously been offered as a Special Topics course. This new course will be a stand alone course. Correction Noted: Course Data Sheet, Item #4 add a checkmark in the Elective box.	Motion to approve with correction: Richard Seconded: Lynn Motion approved with correction
NURS 268	NURS 268, <i>Perinatal Training for Health Professionals</i> , is a new course which has been developed in response to the need for nurses trained in Labor and Delivery in local hospitals. This will be a stand alone course. Correction Noted: Course Outline, Item #3 add "C/NC" after course description.	Motion to approve with correction: Bernie Seconded: Randy Motion approved with correction
Discussion Certificate name changes Susan Walter	Susan informed the committee that programs of less that 18 units can no longer be called Certificates of Completion or Certificates of Competence. Those titles are being reserved for non-credit career training certificates. The committee discussed possible titles for certificates of less than 18 units.	Motion to approve calling a certificate of less than 18 units Certificate of Training: Randy Seconded: Jon Motion approved

Discussion Experimental courses Susan Walter	Susan distributed a handout listing the course descriptions which have been developed to publish in the catalog for Experimental Courses. Experimental Courses will be numbered 97, 197, 297, 397 in any discipline. The approval process will be the same as for other courses. They will first have to go through CAC and then be approved by the Board. A suggestion was made that there be a CAC subcommittee to expedite the development of Experimental Courses.	FYI Susan will add advisories of Eligibility for ENGL 111 and 112 or ENSL 110 and 155 to 97, 197, and 297 descriptions and CSU transferability to the 97 description.
Discussion Distance Education – hybrid issues (BUSI 1A) Susan Walter	Susan brought to the committee's attention the fact that the Distance Education Form does not accommodate hybrid courses (courses that are less than 50% online). This will call for the development of a new form for Hybrid courses. It was suggested that it might be possible to modify the current Distance Education Form by adding a Method of Delivery selection box for either Hybrid or fully Distance Education courses. The proposing faculty member could then check the appropriate box. Sharon Colton has suggested having a Distance Education Workshop for faculty.	Discussion will continue.
Discussion Gentrain courses – older adult/special topics Susan Walter Next meeting: Oct. 17, 20	The committee discussed the need to determine the best way of categorizing noncredit Gentrain courses in the future. Susan distributed a handout listing Curriculum modes (dated 9/26/06) and guidelines for Older Adult non-credit courses. Gentrain courses are currently coded as Noncredit Basic Skills, which is not an appropriate designation. Alan Haffa will submit a new noncredit Gentrain course to the Chancellor's Office under the Older Adult designation. The committee discussed several options for Gentrain if the CO does not approve this noncredit category. The possibility of having Gentrain courses redesigned as non-transferable, degree applicable credit courses was discussed at length	Discussion will continue.