**WVC All College**



**CURRICULUM COMMITTEE**

**Approved Minutes**

**December 9, 2013**

**2:30-4:30 Fox 105**

 **Membership P P**

|  |  |  |  |
| --- | --- | --- | --- |
| Cheryl Miller, Chair, Student Services | ✓ | Brian Tramontana, Social Science | ✓ |
| Leslie Hotta, Applied Arts/Sciences | ✓ | Kuni Hay, VP Instruction | A |
| Robert Anthony, Business | ✓ | Herlisa Hamp, Admissions & Records | A |
| Brad Weisberg, Fine Arts | ✓ | Stephanie Kashima,Dean of Instruction and Student Support | ✓ |
| Paulette Boudreaux, Language Arts | ✓ | Freba Cognetta, Articulation | A |
| Betsy Sandford, Library | ✓ | Thuy Tran, Office of Instruction | ✓ |
| Chris Dyer, Math/Science | ✓ | Lisa Kaaz, Distance Education | ✓ |
| Heidi Davis, PE | ✓ | Beverly Harp, Student Success & Support | A |
| **Guest**:  | ✓ | Joe Cetani, ASO Representative | A |
| **Guest**:  | ✓ | **Guest**:  |  |

1. **Call to Order Time: 2:37 PM**
2. **Approval of Order of the Agenda M/S/P:** Anthony/Boudreaux
3. **Approval of Minutes: 11.4.13 M/S/P:** Boudreaux/Hotta
4. **Consent Agenda**:
	1. **Approval of Courses to Meet C-ID Descriptors**

|  |
| --- |
| Math 002 Pre-calc Algebra & Trig(unit change)  |
| Math 12 Applied Calc |

**M/S/P:** Anthony/Weisberg

A discussion ensued regarding the Committee’s standard for readiness for curriculum that appears on the Consent Agenda. There was an accommodation made for the PE courses this week by the Curriculum Chair. Changes were made to PE courses up to the time of this meeting and so the Committee agreed to review the readiness of these courses at this meeting. Stephanie indicated that this committee had agreed on a process and timeline in which courses that are found to need changes in Tech Review must have changes made by Thursday before the next ACCC meeting and Curriculum Reps must then ensure that changes have been made and communicate with the Curriculum Chair that the courses are ready for Consent Agenda inclusion in the ACCC agenda. Courses that are not ready should not appear on the Consent Agenda. Cheryl stated that the committee does need to keep to this process and timeline in the future.

**B. Approval of Courses included in ADT’s**

|  |  |
| --- | --- |
|  | **Comments** |
| PE 2.04 Beginning Swimming | ready for approval |
| PE 2.05 Intermediate Swimming | ready for approval |
| PE 2.06 Advanced Swimming | ready for approval |
| PE 2.07 Masters Swimming | ready for approval |
| PE 6.02 Karate Beginning  | ready for approval |
| PE 6.06 Karate Intermediate  | ready for approval |
| PE 7.02 Badminton Beginning – | Added Pass/No Pass Option on schedule description |
| 7.03 Badminton Intermediate | Added Pass/No Pass Option on schedule description |
| PE 7.07 Fencing Beginning  | Added Pass/No Pass Option on schedule description |
| PE 7.10 Golf Beginning | ready for approval |
| PE 7.11 Golf Intermediate | Removed rec prep from schedule description and remove rec prep from prereqs because content review was not completed; Added Pass/No Pass Option on schedule description; changed verbs in course objectives |
| PE 7.12 Golf Advanced  | Schedule description was not a complete sentence; Added Pass/No Pass Option on schedule description; methods of instruction change made; SLOs – changed “demonstrate improvement in” to “demonstrate complete proficiency in” |
| PE 7.18 Tennis Beginning | ready for approval |
| PE 7.20 Tennis Intermediate | ready for approval |
| PE 7.21 Tennis Advanced | ready for approval |
| PE 8.03 Advanced Baseball | ready for approval |
| PE 8.07 Advanced Techniques of Football | ready for approval |
| PE 8.08 Men’s Soccer | ready for approval |
| PE 8.09 Men’s Soccer – Advanced  | ready for approval |
| PE 8.12 Softball Beginning  | ready for approval |
| PE 8.13 Softball Intermediate  | ready for approval |
| PE 8.15 Beginning Volleyball | Added Pass/No Pass Option on schedule description; changed objectives verb “understand” |
| PE 11.01 Yoga For Health | Added Pass/No Pass Option on schedule description; removed “leading to total relaxation and the harmony of mind and body” from catalog description. |
| PE 11.08 Pilates Mat Workout | Change objective verb “understand” to “demonstrate understanding”; add Pass/No Pass Option on schedule description |
| PE 3.02 Beginning Ballet | Ready for approval |
| PE 3.04 Intermediate Ballet | Ready for approval |

**C. Course Revision for Recency**

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| DMIS 20A Interface Design |
| Geol 15 Geology of California |
| Math 106S Intermediate Algebra for Stats (title change from Intermediate Alg for Non-Science Majors) |
| Math 903P Prep for Beg Algebra |
| Math 106P Prep for Int Algebra |
| Phys 2A Gen’l Physics-Mechanics |
| Phys 2B Gen’l Physics-Elec & Magnetism |
| Phys 4D Modern Physics |
| Chem 30A (+ unit change) Fund of Chem |
| ESL 962RV Basic Reading and Vocab |
| ESL 963RV Intermediate Reading and Vocab 1 |
| ESL 964RV Intermediate Reading and Vocab 2 |

**D. Program Revision for Recency**

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| Ortho Tech |

**E. Course Deactivation**

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| PE 3.02 - Social Dance-Beg. (course # used for Beg Ballet) |
| ASTRO\*020L |
| CHEM\*002L |
| CHEM\*030AL |
| CHEM\*12BL |
| COUNS\*001 |
| CTR\*010S |
| CTR\*012S |
| CTR\*014S |
| CTR\*016S |
| CTR\*091S |
| CTR\*092S |
| CTR\*093S |
| ECON\*045 |
| ESL\*975A |
| ESL\*975B |
| ESL\*975C |
| ESL\*975D |
| FD\*065 |
| FD\*088 |
| FRNCH\*030A |
| FRNCH\*030B |
| FRNCH\*057A |
| FRNCH\*057B |
| FRNCH\*058C |
| FRNCH\*060A |
| FRNCH\*060B |
| FRNCH\*060C |
| HTECH\*091 |
| HTECH\*093 |
| MILSC\*001A |
| MILSC\*001B |
| MILSC\*002A |
| MILSC\*002B |
| MUSIC\*022 |
| MUSIC\*070 |
| PARA\*026 |
| PARA\*039 |
| PARA\*041 |
| PARA\*047 |
| PARA\*048 |
| PARA\*049 |
| PARA\*083A |
| PARA\*083D |
| PE\*10.04 |
| PE\*3.30 |
| PHIL\*093 |
| PHOTO\*050 |
| PHOTO\*064 |
| PHOTO\*076 |
| PHOTO\*110 |
| PHYS\*04AL |
| PHYS\*04BL |
| PHYS\*04CL |
| PKMGT\*016F |
| SPAN\*058A |
| THEAR\*001 |
| THEAR\*003A |
| THEAR\*009 |
| THEAR\*026A |
| WRKEX\*301 |

**F. Program Deactivations**

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| CIS, Business Applications Option, AS |
| CIS, Computer Science Option, AS |
| CIS, Java Programming, AS |
| Comp. Info. Sys., C++ Programming, AS |
| Comp. Info. Sys., Traditional Programming, AS |
| Comp. Info. Sys., UNIX Programming, AS |
| Comp. Info. Sys., Visual Basic Programming, AS |
| CIS/Business Applications Option, CERT |
| Programming C/C++ Emphasis, CERT |
| Programming Traditional Programming Emphasis, CERT |
| Programming UNIX Emphasis, CERT |
| Programming Visual Basic Emphasis, CERT |
| Java Programming Emphasis, CERT |
| Med Trans AS |
| Real Time Steno Int AS |

Anthony/Tramontana: **M/S/P**

The CIS program has elected deactivate all of its AS degrees and all of its certificates except one which will be revised. This is in part to address the issue of the CIS ADT. Faculty had difficulty creating a 60 unit ADT in Computer Science given the high units in Math and Science. The program decided to deactivate the degrees and restrict its curriculum to one certificate.

**REMOVED:**

**The following courses were removed from the agenda due to not being ready for review:**

**Approval of Courses included in ADT’s**

Heidi will bring these courses back in the Spring.

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| PE 3.08 Flamenco Dance of Spain |  |
| PE 3.12 Jazz Beginning |  |
| PE 3.14 Jazz Intermediate |  |
| PE 3.15 Modern Dance Beginning |  |
| PE 3.17 Modern Dance Intermediate |  |
| PE 3.23 Tap Beginning 1 | Schedule description needs to be complete sentence; 3 sentences in rationale |
| PE 3.24 Tap Beginning 2 | Schedule description needs to be complete sentence; 3 sentences in rationale 3 sentences in rationale;  |
| PE 7.08 Fencing Intermediate |  |
| PE 7.09 Fencing Advanced |  |
| PE 8.16 Intermediate Volleyball |  |
| PE 8.17 Advanced Volleyball |  |
| PE 8.10 Women’s Soccer | Change rationale; change objectives D, E, F – remove from consent agenda |

**5). Action Items**

1. **New Programs (ADT’s)**
2. **New Courses**
3. **Course Reactivations**

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| Hist 003 Asian American History |
| Art 1AH Honors Survey of Western Art 1 |
| CIS 4B Computer Programming II C++ Language |
| Mu 39 Applied Music 1 unit lecture |

Anthony/Weisberg: **M/S/P**

1. **Distance Education**

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| Math 106P Prep for Int Algebra  |
| Math 903P Prep for Beg Algebra |
| DMIS 20A Interface Design |
| Geol 15 Geology of California |

Weisberg/Anthony: **M/S/P**

**6.) Information and Announcements**

Spring Retreat – planned for Tuesday, January 21st, 2014. Lunch and afternoon. Noon til 4pm.

Topics:

1. Process improvement – Tech Review improvement
	1. Document the local curriculum review process in regard to expectations of faculty after Tech Review (faculty correct curriculum by Thur; Curriculum Reps review and communicate with Curriculum Chair by Friday morning; Curriculum Chair puts out agenda on Friday afternoon)
	2. Go through each field and document what needs to go into each field for the help menu.

Stephanie announced the clean up of 1000 courses on the state inventory and thanked the Committee for all their work in building bridges with faculty that allowed this project to be successful.

Brad shared that he will need to find a replacement as the Fine Arts rep for Curriculum Committee.

The Committee thanked Cheryl for her leadership. Cheryl wished everyone happy holidays and a restful break.

**7.) Oral Communication from the Public (5 minutes)**

 Any member of the public may speak on matters not on this agenda. No action will be taken.

 (None at this time)

**8.) Adjournment Time: pm**

Respectfully submitted by:

Stephanie Kashima

Student Success & Support

In compliance with the Americans with Disabilities Act, individuals needing special accommodations should contact Cheryl Miller at (408) 741-2620 one week prior to the meeting date.