Minutes, November 14, 2008; Approved 11/21/08

Present: Ginni May (Co-chair), Deborah Travis (Co-chair), Marilyn Keefe Perry (Curriculum Liaison), Marisa Alviar-Agnew, Marcia Bonawitz, Jessica Coppola, Maureen Dana, Albert Garcia, Patty Harris-Jenkins, Charlotte Humphries, Rick Ida, Julia Jolly, Valerie Kidrick, Robert Knable, Judi Keen, Alan Keys, Karen Kunimura, Lonnie Larson, Patrick McDonald, Don Palm, Kakwasi Somadhi, Brett Thomas, Camille Waggoner, Jane Woo, Richard Yang

Absent: Paul Estabrook, Michael Dixon, Laurie Nash, Glennda Wagner, Sandy Warmington, Tricia Warrell


I. CALL TO ORDER
The meeting was called to order at 11:05am.


III SUBCOMMITTEES
A. Distance Education Subcommittee. It was M/S/P to accept the following recommendations:

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<th>Course Code</th>
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B. General Education Subcommittee. It was M/S/P to accept the following recommendation to approve RUSS 411, Humanities.

C. Multicultural Graduation Requirement Subcommittee. No report.
D. Prerequisite/Corequisite/Advisory Subcommittee. It was M/S/P to accept the following recommendations:

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E. Honors Subcommittee. No report.

IV. INFORMATION ITEMS
A. Degree Audit Pilot. The degree audit program is intended to automate the evaluation process for students to use in assessing progress toward their educational plan. The program will also serve counselors and admissions staff. The district-wide advisory group has invited all interested parties to meetings at each of the colleges. The SCC meeting will be held on Thursday November 20, 11:00-12:30pm.

V. OLD BUSINESS
None.

VI. NEW BUSINESS
A. Business
First Reading:
- ACCT 341, Computerized Accounting – title, revisions
- ACCT 343, Computer Spreadsheet Applications for Accounting – new to college
- BUS 320, Concepts in Personal Finance - revisions
- BUS 325, Investments and Financial Management – new to district
- BUS 380, Introduction to Insurance - revisions
- BUS 381, Property and Liability Insurance Principles - revisions
- BUS 382, Personal Insurance - revisions
- BUS 383, Commercial Insurance - revisions
- BUS 384, Code and Ethics - revisions
- BUS 498, Work Experience in Business - revisions
- CISA 320, Introduction to Database Management - deletion
- CISA 321, Intermediate Database Management - deletion
- CISC 90, Computer Skills for New Users - revisions

Second Reading: M/S/P pending edits to the Accounting degree.
- Accounting (Certificate) - revisions
- Accounting (A.S. Degree) - revisions
- Business Administration (A.A. Degree) – title, revisions
CISN 300, Network Systems Administration - revisions
CISN 302, Intermediate Network Systems Administration - revisions
CISN 304, Networking Technologies - revisions
CISN 306, Advanced Network Systems Administration - revisions
CISN 307, Windows Active Directory Services - revisions
CISN 308, Internetworking with TCP/IP – revisions

NOTE: CISN 300 through 308 -- It was advised that multiple topics be added as well as slight edits to the course descriptions regarding repeatability.

ECON 330, Investments and Financial Management – title, revisions
MKT 300, Principles of Marketing - revisions
MKT 312, Retailing - revisions

B. Behavioral and Social Science:
Second Reading: M/S/P
ADMJ 300, Introduction to Administration of Justice - revisions
ADMJ 301, Applied Reporting Techniques for Criminal Justice - revisions
ADMJ 302, Community Relations: Multicultural Issues - revisions
ADMJ 303, Substance Abuse: Effects on Body and Behavior - revisions
ADMJ 303.1, Substance Abuse: Effects on Body and Behavior Overview - deletion
ADMJ 303.2, Substance Abuse: The Action of Drugs - deletion
ADMJ 303.3, Substance Abuse: Sedatives and Hypnotics - deletion
ADMJ 303.4, Substance Abuse: Over the Counter and Psychotherapeutic Drugs - deletion
ADMJ 303.5, Substance Abuse: Narcotics and Hallucinogens - deletion
ADMJ 303.6, Substance Abuse: Drug Use as a Social Problem - deletion
ADMJ 304, Juvenile Delinquency - revisions
ADMJ 340, Introduction to Correctional Services - revisions
ADMJ 498, Work Experience in Administration of Justice - revisions

First Reading:
ADMJ 320, Concepts of Criminal Law - revisions
ADMJ 321, Substantive Criminal Law - revisions
ADMJ 322, Criminal Procedures - revisions
ADMJ 323, Legal Aspects of Evidence - revisions
ADMJ 326, Family Law Issues - revisions
ADMJ 330, Criminal Investigation - revisions
ADMJ 331, Patrol Procedures - revisions
ADMJ 341, Control and Supervision in Corrections - revisions
ADMJ 342, Gangs and Corrections - revisions
ADMJ 343, Supervision in Corrections - revisions
ADMJ 344, Leadership Development in Corrections - revisions
ADMJ 345, Legal Aspects of Corrections - revisions
ADMJ 346, Probation and Parole - revisions
ADMJ 347, Correctional Counseling and Interviewing - revisions
ADMJ 360, Security Services - deletion
ADMJ 361, Retail and Industrial Security - deletion
ADMJ 366, Private Investigations - deletion
Administration of Justice, Private Security Services Management (A.S. Degree) - deletion
Administration of Justice, Private Security Services Management (Certificate) - deletion
ECE 299, ECE Math Foundations as Developmental Skills – new experimental
ECE 300, Introduction to Principles and Practices in Early Childhood Education – title, revisions
ECE 312, Child Development - revisions
ECE 314, The Child, the Family and the Community - revisions
ECE 320, Curriculum and Interactions in Early Childhood Education – title, revisions
ECE 321, Advanced Practicum in Early Childhood Education – title, revisions
ECE 326, Making Learning Visible Through Observation and Documentation – new to college
ECE 415, Children's Health, Safety and Nutrition – revisions
ECE 430, Culture and Diversity in Early Childhood Education – revisions
ECE 499, Computer Technology Skills for Educators – new experimental
FASHN 141, Fashion Illustration Portfolio – new to district
FASHN 150, Fundamentals of Sewing/Beginning Sewing - revisions
FCS 304, Concepts in Personal Finance - revisions
FCS 306, Family Law Issues - revisions
FCS 312, Child Development - revisions
FCS 314, The Child, the Family and the Community - revisions
FCS 346, Children's Health, Safety and Nutrition - revisions
NUTRI 320, Children's Health, Safety and Nutrition - revisions
SOC 312, The Child, the Family and the Community - revisions
SOCSC 493, Topics in International Studies - revisions

C. Advanced Technology
  Second Reading: M/S/P.
  Graphic Communication Graphic Communication (A.S. Degree) - revisions
  Graphic Communication Graphic Communication (Certificate) - revisions
  Graphic Communication Image Editing (Certificate) - revisions
  Graphic Communication Web Design (Certificate) - revisions
  Graphic Communication Web Design Basics (Certificate) - revisions

  First Reading:
  EDT 316, REVIT-Architectural – new to district
  SURVY 324, Global Positioning Surveying (GPS) – new to district
  Cosmetology, Art and Science of Nail Technology (Certificate) - revisions
  Cosmetology (Certificate) - revisions
  Cosmetology (A.S. Degree) - revisions
  Mechanical-Electrical Technology (Certificate) - revisions
  Mechanical-Electrical Technology (A.S. Degree) - revisions
  Mechanical-Electrical Technology, Wastewater Treatment Plant Operation (A.S. Degree) - revisions
  Mechanical-Electrical Technology, Wastewater Treatment Plant Operation (Certificate) - revisions
  Mechanical-Electrical Technology, Water Treatment Plant Operation (Certificate) - revisions
  Mechanical-Electrical Technology, Water Treatment Plant Operation (A.S. Degree) – new program

D. Math/Statistics and Engineering
  Second Reading: M/S/P.
  Mathematics & Statistics, Mathematics (A.S. Degree) - revisions

  First Reading:
  None.

E. Physical Education, Health, & Athletics
  Second Reading: M/S/P.
  PET 451, Principles and Theory of Athletic Coaching – new to district

  First Reading:
  FITNS 372, Life Fitness Strength Training – new to district
F. Science and Allied Health:
Second Reading: M/S/P pending edits as noted
AH 104, Aging and its Implications for Health Care - revisions
CHEM 300, Beginning Chemistry - revisions
CHEM 326, Water and Wastewater Treatment Chemistry – new to district
    NOTE: Minor edits were suggested.
CHEM 400, General Chemistry – revisions
    NOTE: Discussions about the prerequisites are on-going as more research is collected.
GEOL 345, Geology of California - revisions
GEOL 391, Field Studies in Geology - revisions
Occupational Therapy Assistant (A.S. Degree) – revisions

First Reading:
BIOL 444, Water and Wastewater Microbiology – new to district
BIOL 499, Advanced Field Botany – new experimental
DAST 101, Biodental Science - revisions
DAST 102, Chairside Assisting I - revisions
DAST 104, Anatomy and Morphology - revisions
DAST 107, Dental Radiology I - revisions
DAST 111, Dental Nutrition and Prevention - revisions
DAST 112, Registered Dental Assisting Expanded Duties - revisions
DAST 115, Advanced Expanded Duty Certifications - revisions
DAST 116, Practice Management for the Dental Assistant - revisions
DAST 117, Dental Imaging - revisions
Dental Assisting (A.S. Degree) - revisions
Dental Assisting (Certificate) - revisions
    NOTE: Extensive edits were identified.
NURSE 315, Pharmacology and Implications for Nursing - revisions
VN 120, Meeting Adult Basic Health Needs - revisions
VN 130, Meeting Health Needs of All Age Groups - revisions
VN 140, Meeting Complex Adult Health Needs - revisions

At this point in the meeting, there was no quorum. All Second Reading items below will be moved to the next agenda. First Reading items were presented.

G. Language and Literature:
Second Reading:
ENGWR 301, College Composition and Literature - revisions
English (A.A. Degree) - revisions
English Liberal Studies (A.A. Degree) - revisions
Journalism (A.A. Degree) - revisions
Publications Specialist (Certificate) - revisions

First Reading:
ENGCW 431, Autobiography Writing Workshop - revisions

H. Humanities and Fine Arts
Second Reading:
MUFHL 311, Survey of Music History and Literature - revisions
MUFHL 430, Commercial Harmony and Arranging - revisions
MUFHL 431, Commercial Harmony and Arranging - revisions
(WITHDRAWN) MUIVI 331, Voice Practice Lab -Advanced – new to district
MUIVI 370, Beginning Guitar - revisions
MUIVI 365, Popular Piano Styles - revisions
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MUIVI 366, Popular Piano Styles - revisions
MUIVI 367, Popular Piano Styles - revisions
MUIVI 368, Popular Piano Styles - revisions
MUSM 322, Introduction to Film Music - revisions
MUSM 340, Introduction To Desktop Audio - revisions
MUSM 354, Recording Sessions Workshop - revisions
MUSM 356, Pro Tools 101, Introduction to Pro Tools - revisions
MUSM 357, Pro Tools 110 Intermediate Pro Tools - revisions
SPAN 413, Spanish for Native Speakers I – new to college

First Reading:
GREEK 401, Elementary Modern Standard Greek – new to district
GREEK 402, Elementary Modern Standard Greek – new to district
MUFHL 320, Exploring Music - revisions
MUIVI 315, Voice Class - revisions
MUIVI 325, Voice Class, Intermediate - revisions
MUIVI 371, Intermediate Guitar - revisions
MUIVI 375, Popular Electric Guitar Styles - revisions
MUIVI 383, Improvisation Workshop - revisions
MUIVI 410, Applied Music - revisions
MUIVI 450, Popular Fiddle and Mandolin Instruction - revisions
MUIVI 452, World Drumming - revisions
MUP 315, Orchestra - revisions
MUP 325, Jazz Band - revisions
MUP 326, Advanced Jazz Band – new to district
MUP 340, Symphonic Band - revisions
MUP 355, College Choir - revisions
MUP 402, Vocal Ensemble - revisions
MUP 411, Woodwind Ensemble - revisions
MUP 413, Percussion Ensemble - revisions
MUP 415, String Ensemble - revisions
MUP 417, Brass Ensemble - revisions
MUP 424, Commercial Music Ensemble - revisions
MUP 426, World Music Ensemble - revisions
MUP 427, Advanced World Music Ensemble – new to district
MUSM 342, Recording Studio Techniques - revisions
RUSS 411, Intermediate Russian – new to college
RUSS 412, Intermediate Russian – new to college
Music, Commercial Music, Audio Production Emphasis (Certificate) - revisions
Music, Commercial Music, Audio Production Emphasis (A.A. Degree) - revisions
Music, Commercial Music, Performance Emphasis (Certificate) - revisions
Music, Commercial Music, Performance Emphasis (A.A. Degree) - revisions
Music, Commercial Music, Songwriting/Arranging Emphasis (A.A. Degree) - revisions
Music, Commercial Music, Songwriting/Arranging Emphasis (Certificate) - revisions
Music, Music, General (A.A. Degree) - revisions

VII. ADJOURNMENT
The meeting adjourned at 1:22pm.

REMINDERS:
NEXT FULL MEETING: NOVEMBER 21, 2008, 11:00AM, RN258
Last Voting Meeting
LAST MEETING OF THE FALL CYCLE: DECEMBER 5

Office of Instruction: 11/18/08