Minutes, November 21, 2008

Present: Ginni May (Co-chair), Marilyn Keefe Perry (Curriculum Liaison), Marcia Bonawitz, Jessica Coppola, Maureen Dana, Michael Dixon, Paul Estabrook, Charlotte Humphries, Valerie Kidrick, Robert Knable, Judi Keen, Alan Keys, Karen Kunimura, Lonnie Larson, Patrick McDonald, Don Palm, Kakwasi Somadhi, Brett Thomas, Camille Waggoner, Sandy Warmington, Tricia Warrell, Jane Woo, Richard Yang

Absent: Deborah Travis (Co-chair), Marisa Alviar-Agnew, Albert Garcia, Patty Harris-Jenkinson, Rick Ida, Julia Jolly, Laurie Nash, Glennda Wagner


I. CALL TO ORDER

The meeting was called to order at 11:07am.


III. SUBCOMMITTEES

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

<table>
<thead>
<tr>
<th>Course</th>
<th>Status</th>
<th>Hyb</th>
<th>ITV</th>
<th>Online</th>
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<tbody>
<tr>
<td>BUS 340</td>
<td>Approved</td>
<td>x</td>
<td></td>
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<tr>
<td>BUS 345</td>
<td>Approved</td>
<td>x</td>
<td>x</td>
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<td>x</td>
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<tr>
<td>FCS 304</td>
<td>Approved</td>
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<tr>
<td>PET 307</td>
<td>Editing</td>
<td>x</td>
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B. General Education Subcommittee. There was no formal report. However, the subcommittee would like to officially compare course SLOs to the GELOs of the GE area for which GE approval has been requested. A handout was distributed and members were asked to bring comments back to the December 5 meeting. In the meantime, the suggestion will be presented to the Academic Senate.

C. Multicultural Graduation Requirement Subcommittee. No report.

D. Prerequisite/Corequisite/Advisory Subcommittee. It was M/S/P to accept the following recommendations:

<table>
<thead>
<tr>
<th>Course</th>
<th>Status</th>
<th>DAST 101</th>
<th>pending</th>
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</thead>
<tbody>
<tr>
<td>JOUR 406</td>
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<tr>
<td>FCS 306</td>
<td>approved</td>
<td>DAST 102</td>
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<tr>
<td>ECON 302</td>
<td>approved</td>
<td>DAST 104</td>
<td>pending</td>
</tr>
<tr>
<td>ECON 304</td>
<td>approved</td>
<td>DAST 107</td>
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<tr>
<td>ECON 310</td>
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<td>ADMJ 326</td>
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<td>EDT 316</td>
<td>approved</td>
<td>MKT 300</td>
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<tr>
<td>ADMJ 331</td>
<td>approved</td>
<td>MKT 312</td>
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</tr>
<tr>
<td>ADMJ 342</td>
<td>approved</td>
<td>SPAN 415</td>
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<tr>
<td>CHEM 400</td>
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</table>
E. Honors Subcommittee. It was M/S/P to accept the approval recommendations for the following: HUM 480, 483; ENGLT 480, 481; MATH 482; MUFHL 481, 482; POLS 481.

IV. INFORMATION ITEMS
All the “cooks” were thanked for the wonderful lunches provided this semester!

V. OLD BUSINESS
None.

VI. NEW BUSINESS
It was M/S/P to suspend the rules for first and second readings.

A. Business
Second Reading: M/S/P.
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
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
ECON 330, Investments and Financial Management – title, revisions
MKT 300, Principles of Marketing - revisions
MKT 312, Retailing - revisions
MGMT 308, Personnel and Human Resources Management - revisions

First and Second Reading: Two votes were taken. First, M/S/P pending DE changes on BUS 340 and 345: an amended DE report is to be e-mailed. Second, M/S/P on the following course proposals:
BUS 340, Business Law - revisions
BUS 345, Law and Society - revisions
ECON 100, Introduction to Economics - revisions
ECON 302, Principles of Macroeconomics - revisions
ECON 304, Principles of Microeconomics - revisions
ECON 310, Economic Statistics – revisions

NOTE: A change in the description was requested.
ECON 480, Principles of Economics - Honors - deletion
ECON 482, Economic Statistics - Honors - deletion
B. Behavioral and Social Science:
Second Reading: M/S/P.
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

First Reading:
None.

C. Advanced Technology
Second Reading: M/S/P.
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

First and Second Reading: M/S/P.
New Designator: ATCAD, Air Traffic Control and Aircraft Dispatcher, 300 series

NOTE: Suggestions were made on the designator, and the proposal was approved.

E. Physical Education, Health, & Athletics
Second Reading: M/S/P.
FITNS 372, Life Fitness Strength Training – new to district

First Reading:
None.

F. Science and Allied Health:
Second Reading: M/S/P.
BIOL 444, Water and Wastewater Microbiology – new to district
BIOL 499, Advanced Field Botany – new experimental
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

First Reading:
None.

G. Language and Literature:
Second Reading: M/S/P.
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 and Second Reading: M/S/P.
ENGCW 431, Autobiography Writing Workshop - revisions
JOUR 406, Online Production – new to district

H. Humanities and Fine Arts
Second Reading: M/S/P.
GREEK 401, Elementary Modern Standard Greek – new to district
GREEK 402, Elementary Modern Standard Greek – new to district
MUFHL 311, Survey of Music History and Literature - revisions
MUFHL 320, Exploring Music - revisions
MUFHL 430, Commercial Harmony and Arranging - revisions
MUFHL 431, Commercial Harmony and Arranging - revisions
MUIVI 315, Voice Class - revisions
MUIVI 325, Voice Class, Intermediate - revisions
MUIVI 331, Voice Practice Lab -Advanced – new to district
MUIVI 365, Popular Piano Styles - revisions
MUIVI 366, Popular Piano Styles - revisions
MUIVI 367, Popular Piano Styles - revisions
MUIVI 368, Popular Piano Styles - revisions
MUIVI 370, Beginning Guitar - revisions
MUIVI 371, Intermediate Guitar - revisions
MUIVI 375, Popular Electric Guitar Styles - revisions
MUIVI 380, Improvisation Workshop - revisions
MUIVI 381, Improvisation Workshop - revisions
MUIVI 382, Improvisation Workshop - 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 322, Introduction to Film Music - revisions
MUSM 340, Introduction To Desktop Audio - revisions
MUSM 342, Recording Studio Techniques - 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
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
RUSS 411, Intermediate Russian – new to college
RUSS 412, Intermediate Russian – new to college
SPAN 413, Spanish for Native Speakers I – new to college

First and Second Reading: M/S/P.
Art, Fine Arts (A.A. Degree) - revisions
Foreign Languages, Spanish (A.A. Degree) – new to district

I.  Consent/FYI:
   Interdisciplinary Studies, Liberal Arts (A.A. Degree) – revisions to course list

VII. ADJOURNMENT
    The meeting adjourned at 11:50am. The next full meeting will be held on December 5.

Office of Instruction: 11/21/08