



# COLLEGE CURRICULUM COMMITTEE

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## Meeting Minutes – December 7<sup>th</sup>, 2005 (Approved)

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| Call to order  | 1:35PM   |
| Announcements  | Dean Ellison thanked the Committee for their hard work this semester in dealing with a record number of submissions. |
| Approve Minutes of the November 16 <sup>th</sup> , 2005 meeting  | Approved.  |
| <b>NEW BUSINESS</b>  |  |
| <b>ITEM</b>  | <b>ACTION</b>  |
| Seating of new members   | Leonard Arnold (Student) and Ni Peterkofsky (Math) were seated on the Committee.                                     |
| <b>Proposal from the Computer Science Department (Tom Boegel)</b>  |  |
| #P05-12-07-01 Major in Computer and Information Science<br>Conversion from award of achievement  | Approved.  |
| <b>Proposal from the Health Science Department (Tim Berthold)</b>  |  |
| #P05-12-07-02 Health Education and Community Health Studies Department<br>Revision of department name from "Health Science"  | Approved.  |
| <b>Proposals from the Biological Sciences Department (Carole Toebe and Philip Jardim)</b>  |  |
| #P05-12-07-03 BTEC 21C "Stem Cell Technology" (3 units)<br>New permanent course  | Approved with stipulation:<br>VI.A. In-class deliniated  |
| #P05-12-07-04 BTEC 23 "Western Blotting Techniques" (1 unit)<br>New permanent course   | Approved with stipulations:<br>1. I.-VII. Re-enumerate<br>2. VI.A. In-class deliniated                               |
| #P05-12-07-05 Stem Cell Technology<br>New certificate  | Approved.  |
| <b>Proposals from the ESL Department (Sharon Seymour)</b>  |  |
| #P05-12-07-06 ESL 69 "Accent Improvement" (2 units)<br>Revisions of course contents, assignments, evaluation and hours from<br>"2 lecture and 1 lab" to "3 lecture and 1 lab"                                | Approved with stipulations:<br>1. I.A. December, 2005<br>2. VII. <u>Title 5</u> Classification                       |
| #P05-12-07-07 ESLF 4127 "Beginning Low Conversation (45)" (Noncredit)<br>New permanent course  | Approved with stipulations:<br>1. I. add two signature lines<br>2. II. Re-enumerate<br>3. VII. <u>5</u> not V        |
| #P05-12-07-08 ESLF 4787 "Intermediate High Conversation (45)"<br>(Noncredit)<br>New permanent course   | Approved with stipulations:<br>1. I. add two signature lines<br>2. VII. <u>5</u> not V                               |
| #P05-12-07-09 ESLF 4347 "Beginning High Conversation (45)" (Noncredit)<br>Revisions of catalog description, outcomes, contents, assignments,<br>evaluation and course title from "Speaking – Beginning High" | Approved as Informational Item.  |

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| #P05-12-07-10 ESLF 4567 “Intermediate Low Conversation (45)”<br>(Noncredit)<br>Revisions of catalog description, outcomes, contents, assignments,<br>evaluation and course title from “Speaking – Intermediate Low” | Approved as Informational Item.  |
| <b>Proposals from the Business Department (David Doré, Margaret Hock,<br/>Leslie Morales, and Carlota Del Portillo)</b>   |  |
| #P05-12-07-11 MABS 202 “PowerPoint Presentations” (3 units)<br>Revisions of catalog description, outcomes, contents, units from 1 to 3<br>and course title from “Business Graphics: Powerpoint for Windows”         | Approved with stipulations:<br>1. VI.B.1. examples from<br>major learning outcomes<br>2. VI.B.2. no ‘a’, one sentence<br>3. VI.B.4. no ‘a’, one sentence<br>4. VI.C.1. add “or current<br>edition”<br>5. VI.C.2. delete and re-number<br>6. VI.C.3. list software only<br>7. new outline with no<br>underlines |
| #P05-12-07-12 Basic Business Skills for the Medical Office<br>New certificate   | Approved with stipulation:<br>ESL advisory in description  |
| <b>Proposals from the Matriculation Office (Nicholar Chang and<br/>Kitty Moriwaki presenting subcommittee recommendations for<br/>Prerequisites, Corequisites and Advisories)</b>                                   |  |
| <b>ITEM</b>   | <b>ACTION</b>  |
| <b>Biological Science Department (Carole Toebe)</b>   |  |
| #M05-12-07-01 BTEC 21C “Stem Cell Technology”<br>Prerequisite: BTEC 21B “Fluorescent Cell Technology”   | Approved.  |
| <b>Computer Networking and Information Technology (Carmen Lamha)</b>  |  |
| #M05-12-07-02 CNIT 215 “Voice Over IP Fundamentals (VoIP)”<br>Prerequisite: CNIT 204 “WAN and Project Based Learning” or<br>Cisco Certified Network Associate (CCNA)<br>Certification                               | Approved.  |
| <b>Engineering and Technology (Fabio Saniee) and Earth Sciences (Darrel Hess)</b>   |  |
| #M05-12-07-03 GIS/GEOG 112 “Advanced GIS”<br>Prerequisite: GIS/GEOG 111 “Intermediate GIS Applications”   | Approved.  |
| <b>Informational item from the Biological Sciences Department (Carole Toebe)</b>  |  |
| #I05-12-07-01 BTEC 21 “Basic Mammalian Cell Culture” (1 unit)<br>Course deletion  |  |
| <b>Informational item from the Health Science Department (Tim Berthold)</b>   |  |
| #I05-12-07-02 HLTH 44 “Social Marketing and Health Promotion” (3 units)<br>Revision of course number from HLTH 43   |  |
| <b>Informational item from the ESL Department (Sharon Seymour)</b>  |  |
| #I05-12-07-03 ESL 20 “Health Professions: Communication & Careers A”<br>(6 units)<br>Revision of course number from “ESL 10”  |  |
| <b>Informational items from the Social Science Department (Darlene Alioto)</b>  |  |
| #I05-12-07-04 HIST 33 “History of South Asia” (3 units)<br>Outline reformat   |  |
| #I05-12-07-05 POLS 35 “Governments and Politics of East Asia” (3 units)<br>Outline reformat   |  |
| #I05-12-07-06 POLS 47 “Government and Politics of Southeast Asia” (3<br>units)<br>Outline reformat  |  |

Curriculum Committee (continued)

| Discussion/Action Items  |   |
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| Shall it be the policy of the Committee to not consider TMI's of course outlines with dates of approval more than six years old, beginning in Fall, 2006, with language to that effect added to the Curriculum Handbook?   | Not approved. Language encouraging the use of current outlines and formalizing current Committee policy will be drafted by the Chair. |
| Shall it be the policy of the Committee to encourage the infusion of information competency into the curricula, as appropriate, with language to that effect added to the Curriculum Handbook?   | Approved.   |
| Shall it be the policy of the Committee to encourage the infusion of a multi-cultural approach to curricula, as appropriate, with language to that effect added to the Curriculum Handbook?  | Approved.   |
| ADJOURNMENT  | 3:01 PM   |
| ROLL   |   |
| <b>Present:</b> Leonard Arnold ,Tom Boegel, Nicholar Chang, Barbara Cutten, Bob Davis, Brian Ellison, Ray Gamba, Theresa Gensler, Terry Hall, Thomas Hetherington, Veronica Hunnicutt, MaryLou Leyba-Frank, Muriel Meunier-Fiebelkorn, Sirous Monajami, John Odell (Chair), Ni Peterkofsky ,Todd Rigg, Bruce Smith, Debra Stewart, Mo-Shuet Tam. |   |
| <b>Excused:</b> John Batty-Sylvan, Maria Heredia.  |   |