

CURRICULUM, GENERAL EDUCATION AND ACADEMIC POLICIES AND PROCEDURES COMMITTEE

FEBRUARY 6, 2007

CO-CHAIRS: Michael Wangler, Cristina Chiriboga
PRESENT: Chuck Charter, Bryan Elliott, Courtney Hammond, Raad Jerjis, Stephen McCamman, Duncan McGehee,
Teresa McNeil, Donna Riley, Al Taccone, Kristin Zink
ABSENT: Marie Ramos, Madelaine Wolfe
GUESTS: Connie Elder, Patricia Santana, Pat Setzer
RECORDER: Joan Burak

APPROVAL OF MINUTES: Motion (McGehee/Hammond) to approve the minutes of December 5 and 12, 2006: Approved.

ACTION ITEMS: Adoption of the Consent Calendar:

- ◆ **CADD 126:** Modification: *Electronic Drafting*
- ◆ **PHIL 170:** Addition, SLOs, GE, Distance Learning/Blended: *Philosophy of Religion: A Cross-Cultural Introduction*

Motion (McGehee/Zink) to approve the consent calendar: Approved.

INFORMATION ITEMS:

- ◆ **ARBC 145:** Addition, SLOs, GE: *Arabic Civilizations*
Patricia Santana stated that this course will focus on cultural patterns of Arabic civilizations, and will serve a broad audience interested in learning more about the cultural traits of Arabic countries.
- ◆ **Child Development:**
Additions, SLOs, Content Review: **101-102-103-104** *Parent Education*, **106-107-108-109** *Preschool Observation and Experience*, **110-111-112-113** *Parent Participation*, **203** *Cooking Experiences with Young Children*
Modifications, SLOs: **125** *Child Growth and Development*, **132** *Field Experience Seminar*, **134** *Health, Safety and Nutrition for Teachers of Young Children*
SLOs: **145** *Child Abuse and Family Violence in Our Society*
Kristin Zink said that the majority of these courses have been previously offered as 299s. Al Taccone will check the Title 5 regulations on course repeatability.
- ◆ **CIS 120:** Modification, SLOs: **120** *Computer Maintenance and A+ Certification*
Connie Elder said that this course has been updated for currency and SLOs.
- ◆ **COMM 135:** Modifications, SLOs: **135** *Oral Interpretation: Analysis and Performance of Literature*
The proposal was reviewed and forwarded for action with no concerns.
- ◆ **ENGR 299:** Addition, SLOs: *Engineering Prototyping: Rapid Prototyping and Net Shape Manufacturing*
Duncan McGehee said that the department may be offering this project-based learning course next fall.
- ◆ **ESL 107:** Addition, SLOs: *Oral Communication Skills*
Chuck Charter said that this course will expand the course offerings for ESL students who need additional time to improve oral communication skills.
- ◆ **Graphic Design:** Modifications: **105** *Fundamentals of Digital Media*, **110** *Beginning Graphic Design*, **125** *Typography*, **126ABCD** *Photoshop Digital Imaging*, **129** *Page Layout*, **130** *Professional Business Practices*, **211** *Commercial Digital Photography*, **225ABCD** *Digital Illustration*
Connie Elder stated that the lab hours are being modified because students have access to open computer labs staffed with full-time lab assistants should they need additional time or tutoring.
- ◆ **Mathematics:** Modification, SLOs: **284** *Linear Algebra*
Distance Learning/Blended: **110** *Intermediate Algebra for Business, Mathematics, Science and Engineering*
SLOs: **103** *Intermediate Algebra*, **178** *Calculus for Business, Social and Behavioral Sciences*
The proposals were reviewed and forwarded for action with no concerns.

(over)

- ◆ **Music:** Additions, SLOs: **104** *Introduction to the Music Industry*, **120** *Introduction to Music Technology*
Addition, SLOs, GE: **114** *Music in the United States*
Addition, SLOs, GE, Content Review: **117** *Introduction to Music History and Literature*
Modification, SLOs, Content Review: **001** *Rudiments of Musicianship*
Modification, SLOs: **115** *History of Rock Music*
Program Addition: *Music Industry Studies*
Program Modification: *Music Education*

Pat Setzer discussed the new "Music Industry Studies" program which has been designed to provide lower division preparation for students who wish to transfer to a four-year program in music industry studies. The program will combine training in music with business studies. Music 001 was added as a recommended preparation to Music 120.

- ◆ **Theatre Arts:** Additions, SLOs: **120** *History of the Theatre*, **121** *History of the Theatre*

Members discussed the possibility of having course titles that reflect the differences in content between the two courses. Teresa McNeil will follow-up with her counterpart.

CURRICULUM, GENERAL EDUCATION AND ACADEMIC POLICIES AND PROCEDURES COMMITTEE

Cristina Chiriboga and Courtney Hammond, Co-Chairs

Committee Training & SLO Process

September 4, 2007

I. Welcome and Introduction of Members

II. Role of Curriculum Committee

- a. Committee Charge*
- b. Duties & Responsibilities of Committee Members**
 - Approval of new and revised courses (Associate Degree, Non-Associate Degree, Noncredit-Community Learning)
 - Approval of Prerequisites, Corequisites, and Advisories for Recommended Preparation
 - Approval of Distance Education courses
 - Approval of AA/AS General Education requirements
 - Course repetition
 - Approval of CSU GE and IGETC courses
 - Approval of new degree and certificate programs
 - Discontinuation of existing programs
- c. Role of Committee Members (*Courtney Hammond*)
 - Communication to and from departments
 - Prepare for meetings; carefully review packets
 - Technical expertise to evaluate proposed curriculum
 - Assistance to faculty on curriculum approval requirements

III. Curriculum Approval Process

- a. Origination with faculty member
- b. Chair/Coordinator and Dean review and sign-off
- c. Review by other disciplines if necessary
- d. Review by Grossmont College if necessary (Initiation Form and either Alignment or Letter of Intent)**
- e. Librarian meeting (Library Survey Form); review and sign-off
- f. Technical Review (Curriculum Prep)
 - Appropriate forms/documentation, e.g., for a new course: Course Addition, Associate Degree Worksheet or Non-Associate Degree Worksheet, GE Matrix, Content Review, Library Survey, Initiation Form, and either Alignment or Letter of Intent
 - Articulation and/or alignment issues
 - Student Learning Outcomes
- g. The Review Cycle & Order of Business: Information, Discussion, Action
 - Consent calendar format
 - Faculty guest presentations – Q&A
 - Deliberations and votes

*Organizational & Governance Structures, Cuyamaca College, 2004, Page 43

**The Academic Senate for California Community Colleges, "Curriculum Committee: Role, Structure, Duties and Standards of Good Practices"

CURRICULUM, GENERAL EDUCATION AND ACADEMIC POLICIES AND PROCEDURES COMMITTEE

FEBRUARY 20, 2007

CO-CHAIRS: Michael Wangler, Cristina Chiriboga
PRESENT: Chuck Charter, Bryan Elliott, Courtney Hammond, Raad Jerjis, Stephen McCamman, Duncan McGehee,
Teresa McNeil, Marie Ramos, Donna Riley, Al Taccone, Madelaine Wolfe, Kristin Zink
ABSENT: Cristina Chiriboga
GUESTS: Tim Buckles, Greg Differding, Pat Setzer, Waverly Ray
RECORDER: Joan Burak

APPROVAL OF MINUTES: Motion (McGehee/Riley) to approve the minutes of February 6, 2007: Approved.

ACTION ITEMS: Adoption of the Consent Calendar:

- ◆ **ARBC 145:** Addition, SLOs, GE: *Arabic Civilizations*
- ◆ **Child Development:**
Additions, SLOs, Content Review: **101-102-103-104** *Parent Education*, **106-107-108-109** *Preschool Observation and Experience*, **110-111-112-113** *Parent Participation*, **203** *Cooking Experiences with Young Children*
Modifications, SLOs: **125** *Child Growth and Development*, **132** *Field Experience Seminar*, **134** *Health, Safety and Nutrition for Teachers of Young Children*
SLOs: **145** *Child Abuse and Family Violence in Our Society*
- ◆ **CIS 120:** Modification, SLOs: **120** *Computer Maintenance and A+ Certification*
- ◆ **COMM 135:** Modifications, SLOs: **135** *Oral Interpretation: Analysis and Performance of Literature*
- ◆ **ENGR 299:** Addition, SLOs: *Engineering Prototyping: Rapid Prototyping and Net Shape Manufacturing*
- ◆ **ESL 107:** Addition, SLOs: *Oral Communication Skills*
- ◆ **Graphic Design:** Modifications: **105** *Fundamentals of Digital Media*, **110** *Beginning Graphic Design*, **125** *Typography*, **126ABCD** *Photoshop Digital Imaging*, **129** *Page Layout*, **130** *Professional Business Practices*, **211** *Commercial Digital Photography*, **225ABCD** *Digital Illustration*
- ◆ **Mathematics:** Modification, SLOs: **284** *Linear Algebra*
Distance Learning/Blended: **110** *Intermediate Algebra for Business, Mathematics, Science and Engineering*
SLOs: **103** *Intermediate Algebra*, **178** *Calculus for Business, Social and Behavioral Sciences*
- ◆ **Music:** Additions, SLOs: **104** *Introduction to the Music Industry*, **120** *Introduction to Music Technology*
Addition, SLOs, GE: **114** *Music in the United States*
Addition, SLOs, GE, Content Review: **117** *Introduction to Music History and Literature*
Modification, SLOs, Content Review: **001** *Rudiments of Musicianship*
Modification, SLOs: **115** *History of Rock Music*
Program Addition: *Music Industry Studies*
Program Modification: *Music Education*
- ◆ **Theatre Arts:** Additions, SLOs: **120** *History of the Theatre*, **121** *History of the Theatre*

Child Development 101-102-103-104, 106-107-108-109, 110-111-112-113 and Theatre Arts 120, 121 were pulled for further discussion. Motion (Hammond/Charter) to approve the consent calendar: Approved (one abstention).

CD 101-102-103-104, 106-107-108-109, 110-111-112-113: The Title 5 regulations on course repetition were distributed and Al Taccone reported that when he communicated with the State Chancellor's office on this matter, the response was that these courses are not repeatable under one course outline. Kristin Zink said that until she can follow up with her counterparts at GC, she would like to proceed with approval for just the first course number: **CD 101, 106, 110**. Motion (Elliott/Charter) to approve: Approved.

THTR 120, 121: Al Taccone reported that the Cuyamaca and Grossmont departments will meet on March 9. The proposal was pulled until after the meeting.

INFORMATION ITEMS:

- ◆ **Business & Professional Studies:**
Modification: **BOT 118** *Integrated Office Projects*
Distance Learning/Blended: **BUS 155** *Human Resources Management*, **PARA 150** *Family Law*
The BOT modification is to align with GC and the distance learning proposals will provide broader access for students.

Information Items (continued)

◆ **CIS and Technology & Graphic Design:****CIS:**

Additions, SLOs: **299** Microsoft Office Desktop Support, **299** Windows Operating System Desktop Support
Modifications, SLOs: **191** Linux Operating Systems, **212** Introduction to Web Development, **213** Advanced Web Development, **291** Linux System Administration

Degree Modifications: Computer Network Administration, Telecommunications Networking Technology, Web Development
Certificate Modification: Telecommunications Networking Technician

Certificate of Proficiency Modifications: Network Servicing Technology, Telecommunications Servicing Technology, Web Design, Web Programming

Greg Differding discussed the new 299s and the Linux operating system courses which were modified to bring them into alignment with industry standards and increase the educational rigor for students seeking industry certification.

Graphic Design:

Addition, SLOs, Distance Learning/Blended, Content Review: **223** Advanced Flash Web Animation
Modification, SLOs: **105** Fundamentals of Digital Media

Modifications: **110** Graphic Design Principles, **125** Typography, **129** Page Layout, **130** Professional Business Practices, **210** Professional Digital Photography I, **211** Professional Digital Photography II, **225** Digital Illustration

Degree Modification: Graphic Design

Certificate of Proficiency Modifications: Digital Photography, Web Graphics

Tim Buckles stated that the outlines have been updated for currency including adjusting the prerequisites and entrance skills.

◆ **Exercise Science/Health Education:**

ES: Modifications: **206** Intercollegiate Basketball, **209** Intercollegiate Cross-Country, **213** Intercollegiate Golf, **218** Intercollegiate Soccer, **224** Intercollegiate Tennis, **227** Intercollegiate Track, **230** Intercollegiate Volleyball

Distance Learning/Blended: **250** Introduction to Physical Education, **272** Issues in Childhood Obesity

HED 105: Addition, SLOs, Distance Learning/Blended: Health Education for Teachers

Donna Riley discussed adding the prerequisite of "tryout" to the intercollegiate courses to align with GC. The new Health Ed class is a requirement for the California teaching credential and articulates with SDSU.

◆ **History:**

Modifications, SLOs: **100** Early World History, **101** Modern World History, **106** Modern Western Civilization

Modification, SLOs, Distance Learning/Blended: **105** Early Western Civilization

These courses have been updated for currency and SLOs.

◆ **Humanities, Philosophy & Religious Studies:**

Distance Learning/Blended: **HUM 110** Principles of the Humanities, **120** European Humanities, **155** Mythology; **PHIL 160** American Philosophy; **RELG 130** Scriptures of World Religions

The proposals were reviewed and forwarded for action with no concerns.

◆ **Noncredit (Community Learning):** Additions, SLOs (see proposal)

Marie Ramos discussed the 15 new courses which include SLOs.

◆ **Sciences:**

BIO 152: Addition, SLOs, GE, Content Review: Paramedical Microbiology

GEOL 110: Modification, SLOs, Content Review: Planet Earth

The proposals were reviewed and forwarded for action with no concerns.

◆ **THTR 299:** Addition: *Storytelling of the World I*

Pat Setzer discussed the department's rationale for developing this experimental course in storytelling.

OTHER:

- ◆ Curriculum Co-Chair: Courtney Hammond was approved by consensus to serve as the next Curriculum Co-chair beginning July 1, 2007.

CURRICULUM, GENERAL EDUCATION AND ACADEMIC POLICIES AND PROCEDURES COMMITTEE

MARCH 6, 2007

CO-CHAIRS: Michael Wangler, Cristina Chiriboga
PRESENT: Chuck Charter, Bryan Elliott, Courtney Hammond, Stephen McCamman, Duncan McGehee, Teresa McNeil,
Donna Riley, Al Taccone, Madelaine Wolfe
ABSENT: Raad Jerjis, Kristin Zink
GUESTS: Mike Aubry, Mary Sessom
RECORDER: Joan Burak

APPROVAL OF MINUTES: Motion (Taccone/Hammond) to approve the minutes of February 20, 2007: Approved.

ACTION ITEMS: Adoption of the Consent Calendar:

- ◆ **Business & Professional Studies:**
Modification: **BOT 118** *Integrated Office Projects*
Distance Learning/Blended: **BUS 155** *Human Resources Management*, **PARA 150** *Family Law*
- ◆ **CIS and Technology & Graphic Design:**
CIS:
Additions, SLOs: **299** *Microsoft Office Desktop Support*, **299** *Windows Operating System Desktop Support*
Modifications, SLOs: **191** *Linux Operating Systems*, **212** *Introduction to Web Development*, **213** *Advanced Web Development*,
291 *Linux System Administration*
Degree Modifications: *Computer Network Administration, Telecommunications Networking Technology, Web Development*
Certificate Modification: *Telecommunications Networking Technician*
Certificate of Proficiency Modifications: *Network Servicing Technology, Telecommunications Servicing Technology,*
Web Design, Web Programming
Graphic Design:
Addition, SLOs, Distance Learning/Blended, Content Review: **223** *Advanced Flash Web Animation*
Modification, SLOs: **105** *Fundamentals of Digital Media*
Modifications: **110** *Graphic Design Principles*, **125** *Typography*, **129** *Page Layout*, **130** *Professional Business Practices*,
210 *Professional Digital Photography I*, **211** *Professional Digital Photography II*, **225** *Digital Illustration*
Degree Modification: *Graphic Design*
Certificate of Proficiency Modifications: *Digital Photography, Web Graphics*
- ◆ **Exercise Science/Health Education:**
ES:
Modifications: **206** *Intercollegiate Basketball*, **209** *Intercollegiate Cross-Country*, **213** *Intercollegiate Golf*, **218** *Intercollegiate Soccer*,
224 *Intercollegiate Tennis*, **227** *Intercollegiate Track*, **230** *Intercollegiate Volleyball*
Distance Learning/Blended: **250** *Introduction to Physical Education*, **272** *Issues in Childhood Obesity*
HED 105: Addition, SLOs, Distance Learning/Blended: *Health Education for Teachers*
- ◆ **History:**
Modifications, SLOs: **100** *Early World History*, **101** *Modern World History*, **106** *Modern Western Civilization*
Modification, SLOs, Distance Learning/Blended: **105** *Early Western Civilization*
- ◆ **Humanities, Philosophy & Religious Studies:**
Distance Learning/Blended: **HUM 110** *Principles of the Humanities*, **120** *European Humanities*, **155** *Mythology*;
PHIL 160 *American Philosophy*; **RELG 130** *Scriptures of World Religions*
- ◆ **Noncredit (Community Learning):** Additions, SLOs (see proposal)
- ◆ **Sciences:**
BIO 152: Addition, SLOs, GE, Content Review: *Paramedical Microbiology*
GEOL 110: Modification, SLOs, Content Review: *Planet Earth*
- ◆ **THTR 299:** Addition: *Storytelling of the World I*

PARA 150, CIS 212 & 213, and the Graphic Design, Exercise Science, and Humanities, Philosophy & Religious Studies packages were pulled for further discussion. Motion (Charter/McGehee) to approve the consent calendar: Approved (one abstention).

PARA 150: Michael Wangler reported back to the committee on the question of whether cases discussed online were unique to the online format. Mary Sessom said that both types of courses are treated the same, but online courses will have access to more recent rulings. Motion (McGehee/Hammond) to approve: Approved (one abstention).

CIS 212, 213: Michael reported back to the committee that Jodi Reed replaced "Dreamweaver" with "web authoring software" in the CIS 212 course objectives. CIS 213 was fine as is. Motion (McGehee/Taccone) to approve: Approved.

(over)

Action Items (Adoption of the Consent Calendar) - continued

Graphic Design, Exercise Science, and Humanities, Philosophy & Religious Studies: Motion (McGehee/Charter) to approve with the recommendation that the departments bring these forward with SLOs as soon as possible: Approved.

Members discussed whether it should be mandated that future curriculum submissions must include SLOs with the caveat that exceptions may be granted under special circumstances. Motion (McGehee/Elliott) to direct Mike Wangler to take to the Senate the recommendation that beginning May 1, 2007, all curriculum submissions must include SLOs (exceptions to be made under special circumstances): Approved.

INFORMATION ITEMS: Three items were added to the agenda: BUS 110, 111 and PHIL 130.

- ◆ **Business: Modifications, SLOs, Distance Learning/Blended: 110 *Introduction to Business*, 111 *Entrepreneurship: Starting and Developing a Business***
Mary Sessom and Mike Aubry discussed the proposals and Mike was complimented on the excellent SLOs.
- ◆ **CIS & Technology:**
Modification, SLOs: 121 *Network Cabling Systems*
SLOs: 161 *Fundamentals of Telecommunications*
The proposals were reviewed and forwarded for action with no concerns.
- ◆ **Exercise Science/Health Education:**
ES: SLOs: 001 *Adapted Physical Exercise*
Modifications: 010 *Cardiovascular Fitness and Nutrition*, 011 *Circuit Training*, 012 *Sport Specific Muscle Conditioning*
HED 201: Addition, SLOs, GE, Distance Learning/Blended: *Introduction to Public Health*
Donna Riley stated that the fitness center courses have been differentiated by activity. After discussion, the ES 012 title was changed to "Targeted Training." The new Health Ed class is required at SDSU in their Health Science department.
- ◆ **ESL 106:** Distance Learning/Blended: *English as a Second Language IV*
The proposal was reviewed and forwarded for action with no concerns.
- ◆ **HIST 132:** Addition, SLOs, GE: *Kumeyaay History I: Precontact - 1900*
Al Taccone said that this course adds to the comprehensiveness of program offerings and was requested by the community.
- ◆ **PHIL 130:** Distance Learning/Blended: *Logic*
The proposal was reviewed and forwarded for action with no concerns.
- ◆ **Science/Engineering:**
Oceanography:
Content Review: 112 *Introduction to Oceanography*
Addition, SLOs, GE, Content Review: 113 *Oceanography Laboratory*
Surveying:
Addition, SLOs, Content Review: SURV 220 *Boundary Control and Legal Principles*
Degree/Certificate Modification: *Surveying*
Duncan McGehee discussed OCEA 113 which is the hands-on component to OCEA 112, and said that the new Surveying course will meet workforce needs.

OTHER:

- ◆ Report from Online Teaching & Learning Committee: Stephen McCamman reported that the Online Teaching & Learning Committee is developing a process for 508 compliance which would include a checklist of criteria that online courses must meet.
- ◆ Standardized Wording for Prerequisites, Recommended Preparations: To be discussed at the next meeting.

CURRICULUM, GENERAL EDUCATION AND ACADEMIC POLICIES AND PROCEDURES COMMITTEE

MARCH 20, 2007

CO-CHAIRS: Michael Wangler, Cristina Chiriboga
PRESENT: Chuck Charter, Bryan Elliott, Raad Jerjis, Jennifer Lewis, Stephen McCamman, Duncan McGehee, Teresa McNeil,
Donna Riley, Al Taccone, Madelaine Wolfe, Kristin Zink
ABSENT: Courtney Hammond
GUESTS: Laurie LeBlanc, Kathryn Nette, Pat Setzer
RECORDER: Joan Burak

Cristina Chiriboga introduced new committee member Jennifer Lewis as Acting Dean of Division III.

APPROVAL OF MINUTES: Motion (Taccone/Zink) to approve the minutes of March 6, 2007: Approved.

ACTION ITEMS: Adoption of the Consent Calendar:

- ◆ **Business:** Modifications, SLOs, Distance Learning/Blended: **110** *Introduction to Business*, **111** *Entrepreneurship: Starting and Developing a Business*
- ◆ **CIS & Technology:**
Modification, SLOs: **121** *Network Cabling Systems*
SLOs: **161** *Fundamentals of Telecommunications*
- ◆ **Exercise Science/Health Education:**
ES: SLOs: **001** *Adapted Physical Exercise*
Modifications: **010** *Cardiovascular Fitness and Nutrition*, **011** *Circuit Training*, **012** *Individualized Sports Conditioning*
HED 201: Addition, SLOs, GE, Distance Learning/Blended: *Introduction to Public Health*
- ◆ **ESL 106:** Distance Learning/Blended: *English as a Second Language IV*
- ◆ **HIST 132:** Addition, SLOs, GE: *Kumeyaay History I: Precontact - 1900*
- ◆ **PHIL 130:** Distance Learning/Blended: *Logic*
- ◆ **Science/Engineering:**
Oceanography:
Content Review: **112** *Introduction to Oceanography*
Addition, SLOs, GE, Content Review: **113** *Oceanography Laboratory*
Surveying:
Addition, SLOs, Content Review: **SURV 220** *Boundary Control and Legal Principles*
Degree/Certificate Modification: *Surveying*
- ◆ **Theatre Arts:** Additions, SLOs: **120** *History of the Theatre I*, **121** *History of the Theatre II*

ES 012, THTR 120, 121 were pulled for further discussion. Motion (Charter/Elliott) to approve the consent calendar: Approved (one abstention).

ES 012: Michael Wangler reported that after further discussion the department adopted the course title "Individualized Sports Conditioning." Motion (McGehee/Taccone) to approve: Approved.

THTR 120, 121: The results of the meeting between the two departments were shared with members. The two colleges have agreed to offer the courses in alternating semesters. Motion (McGehee/Charter) to approve: Approved.

INFORMATION ITEMS:

- ◆ **CIS & Technology:**
CIS: Modification, SLOs: **110** *Principles of Information Systems*
CS: Modifications, SLOs, Content Review: **119** *Program Design and Development*, **119L** *Program Design and Development Lab*
CIS 110 was updated to maintain articulation with SDSU. The CS 119, 119L corequisites will more clearly communicate to students that the courses must be taken together. Motion (McGehee/Elliott) to suspend regular information/action cycle: Approved. Motion (McGehee/Charter) to approve and to keep the last line of the course descriptions about the corequisite course: Approved.

(over)

Information Items (continued)

◆ **Science/Engineering:****Biology:**

Modification, SLOs, Content Review: 141 Human Physiology

Addition, SLOs, Content Review: 141L Laboratory in Human Physiology

Chemistry: Addition, SLOs, Content Review: 102 Introduction to General, Organic and Biological Chemistry

Kathryn Nette and Laurie LeBlanc stated that these courses are part of the pre-allied health program that the department is developing. Chemistry 102 was written to match SDSUs new course and is designed for students seeking to transfer into a 4-year CSU Nursing Program. Motion (Elliott/Zink) to suspend regular information/action cycle: Approved. Motion (Elliott/McGehee) to approve and for the SLO subcommittee to revisit the BIO 141 and 141L SLOs: Approved.

OTHER:

- ◆ Standardized Wording for Prerequisites, Recommended Preparations: Members discussed adding standardized wording in the catalog for course prerequisites and recommended preparations as follows: Course #(s) or equivalent with a grade of "C" or better or "CR". Motion (McGehee/Elliott) to approve: Approved.

CURRICULUM, GENERAL EDUCATION AND ACADEMIC POLICIES AND PROCEDURES COMMITTEE

APRIL 17, 2007

CO-CHAIRS: Michael Wangler, Cristina Chiriboga
PRESENT: Chuck Charter, Bryan Elliott, Courtney Hammond, Raad Jerjis, Jennifer Lewis, Stephen McCamman, Duncan McGehee, Donna Riley, Al Taccone, Madelaine Wolfe, Kristin Zink
ABSENT: Teresa McNeil
RECORDER: Joan Burak

Michael Wangler added two items under "Other": SLOs and Curriculum Institutes.

APPROVAL OF MINUTES: Motion (McGehee/Zink) to approve the minutes of March 21, 2007: Approved (one abstention).

ACTION ITEMS: Adoption of the Consent Calendar: There were no items on the consent calendar.

INFORMATION ITEMS:

- ◆ **MATH 098: SLOs: *Introduction to Graphing Calculators***
Proposal was reviewed and forwarded for action with no concerns.
- ◆ **Noncredit (Community Learning):** clarification regarding hours of previous submissions:
These previously approved noncredit courses were reviewed and show maximum hours.
- ◆ **Noncredit (Community Learning): Modifications, SLOs**
Jennifer Lewis discussed the packet of 15 noncredit vocational outlines with revised SLOs and hours of instruction.

OTHER:

- ◆ **SLOs:** Mike discussed the SLO Coordinators meeting that he attended with faculty from Southern/Central California. Discussion at the meeting focused around assessment, and the need for the process to remain faculty driven. Mike explained that the next steps for Cuyamaca include finishing SLO implementation at the course and program levels, and beginning the assessment cycle. Mike also announced that the Academic Senate passed the Curriculum Committee sponsored resolution that all future curriculum submissions must include SLOs.
- ◆ **Curriculum Institutes:** Mike announced that this summer there will be two Curriculum Institutes in Coronado hosted by the statewide Academic Senate. On July 11, there is an SLO Institute focusing on assessment strategies. And on July 12-14, there is the annual Curriculum Institute with an SLO component; Mike will be presenting our model for SLOs. Members were encouraged to sign up to attend.

**CURRICULUM, GENERAL EDUCATION AND ACADEMIC
POLICIES AND PROCEDURES COMMITTEE**

MAY 1, 2007

CO-CHAIRS: Michael Wangler, Cristina Chiriboga
PRESENT: Bryan Elliott, Courtney Hammond, Raad Jerjis, Jennifer Lewis, Stephen McCamman, Duncan McGehee,
Teresa McNeil, Donna Riley, Al Taccone, Madelaine Wolfe, Kristin Zink
ABSENT: Chuck Charter
RECORDER: Joan Burak

Additions to the agenda: Noncredit (Community Learning) was added as an Information item.

APPROVAL OF MINUTES: Motion (Hammond/Riley) to approve the minutes of April 17, 2007: Approved.

ACTION ITEMS: Adoption of the Consent Calendar:

- ◆ MATH 098: SLOs: Introduction to Graphing Calculators
- ◆ Noncredit (Community Learning): Modifications, SLOs

Motion (McGehee/Taccone) to approve the consent calendar: Approved.

INFORMATION ITEMS:

- ◆ Noncredit (Community Learning): Additions, Modifications, SLOs (see packet)
Jennifer Lewis distributed packets containing 13 new noncredit course outlines (12 vocational ESL and one Health & Safety) and two updated ESL course outlines. These will be on the May Board docket and will be submitted for the grant.
Motion (Zink/McGehee) to suspend regular information/action cycle: Approved. Motion (Elliott/Riley) to approve: Approved.

OTHER:

- ◆ Mike Wangler thanked the committee members for their service and said that he will miss the committee. Mike will remain on the SLO technical review subcommittee next year and Courtney Hammond will be taking over as Curriculum co-chair.

CURRICULUM, GENERAL EDUCATION AND ACADEMIC POLICIES AND PROCEDURES COMMITTEE

SEPTEMBER 4, 2007

CO-CHAIRS: Courtney Hammond, Cristina Chiriboga
PRESENT: Chuck Charter, Bryan Elliott, Raad Jerjis, Jennifer Lewis, Duncan McGehee, Donna Riley, Madelaine Wolfe,
Kristin Zink
ABSENT: Teresa McNeil, Stephen McCamman
GUEST: Patricia Santana
RECORDER: Joan Burak

Courtney Hammond welcomed members and introductions were made.

APPROVAL OF MINUTES: Motion (McGehee/Charter) to approve the minutes of May 1, 2007: Approved.

COMMITTEE TRAINING AND SLO PROCESS:

Members reviewed the duties, responsibilities, and role of committee members. The SLO process, course repetition, and standalone courses were discussed. Courtney will attend an online training session for standalone courses required by the State and report back to the committee. Cristina distributed handouts regarding accreditation and discussed the upcoming site visit. The accreditation team may ask for a special meeting with the committee during the week of October 22-25.

INFORMATION ITEMS:

- ◆ **AP Alignment:** Physics, Psychology
Raad reported on aligning our AP credit with Grossmont as follows: PSY 120 - 3 credit units will be awarded; PHYC 130 - 4 credit units will be awarded. There was concern about the Physics AP credit; Raad will provide further clarification at the next meeting.
- ◆ **CHEM 116:** Modification, SLOs: Introductory Organic and Biochemistry
Proposal was reviewed and forwarded for action with no concerns.
- ◆ **Community Learning:** Additions, Modifications, SLOs
Proposal was reviewed and forwarded for action with no concerns.
- ◆ **Paralegal Studies:** Modifications, SLOs: 100 Introduction to Paralegal Studies, 110 Civil Litigation Practice and Procedures, 125 Business Organizations, 160 Personal Injury
Proposals were reviewed and forwarded for action with no concerns.
- ◆ **Spanish:** Distance Learning: SPAN 120 Spanish I, 121 Spanish II, 220 Spanish III
Patricia Santana stated that David Detwiler has been working on these during his sabbatical. They will be offered as blended classes next spring.

CURRICULUM, GENERAL EDUCATION AND ACADEMIC POLICIES AND PROCEDURES COMMITTEE

SEPTEMBER 18, 2007

CO-CHAIRS: Courtney Hammond, Cristina Chiriboga
PRESENT: Chuck Charter, Bryan Elliott, Jennifer Lewis, Stephen McCamman, Duncan McGehee, Teresa McNeil,
Madelaine Wolfe, Kristin Zink
ABSENT: Raad Jerjis, Donna Riley
GUEST: Pat Setzer
RECORDER: Joan Burak

Addition to the agenda under "Other": Standalone Course Training.

APPROVAL OF MINUTES: Motion (Charter/McGehee) to approve the minutes of September 4, 2007: Approved (one abstention).

ACTION ITEMS: Adoption of the Consent Calendar:

- ◆ **AP Alignment:** Physics, Psychology
- ◆ **CHEM 116:** Modification, SLOs: *Introductory Organic and Biochemistry*
- ◆ **Community Learning:** Additions, Modifications, SLOs
- ◆ **Paralegal Studies:** Modifications, SLOs: **100** *Introduction to Paralegal Studies*, **110** *Civil Litigation Practice and Procedures*, **125** *Business Organizations*, **160** *Personal Injury*
- ◆ **Spanish:** Distance Learning: **SPAN 120** *Spanish I*, **121** *Spanish II*, **220** *Spanish III*

AP Alignment was pulled for further discussion. Motion (Zink/Charter) to approve the Consent Calendar: Approved.

AP Alignment: Teresa McNeil asked that the AP Credit for PSY 120 be approved. Motion (Chiriboga/McNeil) to approve: Approved. Physics: Teresa said that the proposed Physics change was to standardize with Grossmont by giving AP credit to PHYC 130 instead of PHYC 190. Item was tabled until the next meeting.

INFORMATION ITEMS:

- ◆ **Astronomy:** SLOs: **110** *Descriptive Astronomy*, **112** *General Astronomy Laboratory*
Proposals were reviewed and a minor edit was made to an SLO on ASTR 112.
- ◆ **CD 299:** Addition: *Brain Research and Cognitive Development*
Proposal was reviewed and forwarded for action with no concerns.
- ◆ **MATH 285:** SLOs: *Differential Equations*
Proposal was reviewed and forwarded for action with no concerns.
- ◆ **MUS 299:** Addition: *Rock, Pop and Soul Ensemble*
Proposal was reviewed and forwarded for action with no concerns.

OTHER:

Standalone Course Training: Courtney has completed the online Standalone Course training and can train the committee members. She will distribute via email the PowerPoint slides and handouts for members to review prior to the training session scheduled for Tuesday, October 30, 2:00–4:00pm in F106.

CURRICULUM, GENERAL EDUCATION AND ACADEMIC POLICIES AND PROCEDURES COMMITTEE

OCTOBER 2, 2007

CO-CHAIRS: Courtney Hammond, Cristina Chiriboga
PRESENT: Chuck Charter, Bryan Elliott, Raad Jerjis, Jennifer Lewis, Duncan McGehee, Teresa McNeil, Donna Riley, Madelaine Wolfe, Kristin Zink
ABSENT: Stephen McCamman
GUESTS: Therese Botz, Mary Graham, Tammi Marshall
RECORDER: Joan Burak

Addition to the agenda under "Information": ES 299BCD Intermediate I, Intermediate II and Advanced Karate.

APPROVAL OF MINUTES: Motion (McGehee/Elliott) to approve the minutes of September 18, 2007: Approved.

ACTION ITEMS: Adoption of the Consent Calendar:

- ◆ **AP Alignment:** Physics
- ◆ **Astronomy:** SLOs: **110** *Descriptive Astronomy*, **112** *General Astronomy Laboratory*
- ◆ **CD 299:** Addition: *Brain Research and Cognitive Development*
- ◆ **MATH 285:** SLOs: *Differential Equations*
- ◆ **MUS 299:** Addition: *Rock, Pop and Soul Ensemble*

AP Alignment was pulled for further discussion. Motion (McGehee/Zink) to approve the Consent Calendar: Approved.

AP Alignment: Teresa McNeil asked that this item remain tabled until the Grossmont and Cuyamaca department faculty can meet with the two articulation officers.

INFORMATION ITEMS:

- ◆ **ASL:** Additions: **299** *Baby Sign: Signing with Infants and Toddlers*, **299** *Baby Sign: Signing with School Age Children*
Therese Botz said that she would like to offer these courses next spring. She explained that "Baby Sign" is a standardized term used in the field and "SEE" means "Signing Exact English". Motion (Elliott/Charter) to suspend regular information/action cycle: Approved. Motion (Charter/Riley) to approve: Approved.
- ◆ **CIS 105:** Modification, SLOs: *Introduction to Computing*
Proposal was reviewed and forwarded for action with no concerns.
- ◆ **ES:** Additions: **299B** *Intermediate I Karate*, **299C** *Intermediate II Karate*, **299D** *Advanced Karate*
Mary Graham discussed her proposals and agreed to number the Beginning to Advanced sequence I, II, III, IV when they come back for a permanent number with SLOs. Motion (McGehee/Zink) to suspend regular information/action cycle: Approved. Motion (McGehee/Zink) to approve: Approved.
- ◆ **HIST:** Modifications, SLOs: **108** *Early American History*, **109** *Modern American History*
Proposals were reviewed and forwarded for action with no concerns.
- ◆ **MATH:** Addition, Modifications, SLOs: **080** *Basic Mathematics*, **088** *Pre-Algebra*, **150** *Introduction to Computer Programming*
Tammi Marshall will talk to Connie Elder and GC's CSIS department to see if the Math 150 course title creates any problems with their course sequences.

OTHER:

Accreditation Site Visit: Cristina announced that the Accreditation team wants to meet with the committee. The meeting is tentatively scheduled for Tuesday, October 23, from 1:00-2:00 (location TBD).