

HARTNELL COLLEGE
CURRICULUM COMMITTEE MEETING
THURSDAY, OCTOBER 2 P.M., BOARD ROOM

UNOFFICIAL

MINUTES

MEMBERS PRESENT:

Chair – Daniel Perez
Carbajal, Theresa
Castillo Maria
Christensen, Carl
Dominguez, Mary/Ex-Officio
Frontiera, Charlene
Garcia, Jeanne
Krimmsley, Vic
Martinez, Joe
Moss, Chris
Rose, Kathleen
Salamone, Diane
Schumann, Sherry (alternate)
Welch, Joe
Wright, Ann
Student Rep:
Sharolyn Robinson

MEMBERS ABSENT:

Fernandez, José Luis
Foudy, Mike (alternate)
Stave, Melissa

GUESTS:

Matt Bokemeier
Denise Cook
Debbie Dehnam
Kelly Locke
Kathy Mendelsohn
Jerri Nemiro
Cheryl O'Donnell
Jason Ortiz
Ignacio Pando
Dr. Valeau

APPROVAL OF MINUTES – September 18, 2003

MOTION: MSC (VOTE: Unanimous) to approve the minutes of September 18, 2003.

ONE READING ITEMS - ACTION

1. COURSE REVISIONS

CIS 90/LBT 90, Internet Literacy (3)
This course was TABLED on 3/20/03 it needed a PCA.
(from CIS to CSS/cat & sched descr/method of eval)

MOTION: MSC (VOTE: Unanimous) to approve, pending revisions.

COU 21, Student Skills for Success: Orientation (.3-1)
(Add to title: Destrezas Estudiantiles para el Exito: Orientacion/cat & sched descr/content/adding distance ed)

MOTION: MSC (VOTE: Unanimous) to approve, pending revisions.
D.E. MSC (VOTE: Unanimous) to approve, pending revision.

PHY 10, Introduction to Physics (3) (Chair copy)
At the meeting of 9/18/03 the Committee requested:
-add sub-topics to content for more detail
-minor revisions
(cat & sched descr/units/contact hrs/adding lab/content/instr method/method of eval obj/remove TV version)
The course was approved pending revisions by the sub-committee.

MOTION: MSC (VOTE: Unanimous) to approve.

BUS 109/CIS 109, Introduction to PC Applications (4)
(CIS to CSS/units from 3 to 4/advisory/cat & sched descr/contact hrs/content/initiator/instr method/method of eval/materials/obj)

MOTION: MSC (VOTE: Unanimous) to approve, pending revisions.
PCA: MSC (VOTE: Unanimous) to approve.

BUS 150.15/CIS 150.15, Word Processing (3)
(CIS to CSS/advisory/cat & sched descr/content/instr method/method of eval/materials/obj)

MOTION: MSC (VOTE: Unanimous) to approve, pending revisions.
PCA: MSC (VOTE: Unanimous) to approve.

BUS 150.25/CIS 150.25, Electronic Spreadsheets (3)
(CIS to CSS/advisory/cat & sched descr/content/initiator/instr method/method of eval/materials/obj)

MOTION: MSC (VOTE: Unanimous) to approve, pending revisions.
PCA: MSC (VOTE: Unanimous) to approve.

ONE READING ITEMS – ACTION (continued)

1. COURSE REVISIONS

To transition the full complement of computer science and information systems courses in a timely manner, the redesignation of the course discipline names for the following courses, from CIS to CSS, is requested. These courses will complete the full course outline review and rewrite as part of the normal review schedule. Minor revision was made to catalog and schedule description: CIS -> CSS. (Chair copy)

CSS 45	Applied Projects	CIS 45
BUS/CSS 148	Adapt Comp Keyboard	BUS/CIS 148
CSS 149	Comp Keyboard	CIS 149
BUS/CSS 150.15A	Word Proc Level I	BUS/CIS 150.15A
BUS/CSS 150.15B	Word Proc Level II	BUS/CIS 150.15B
BUS/CSS 150.18	Adaptive Word Proc	BUS/CIS 150.18
BUS/CSS 159.15A	Word Proc Mod 1	BUS/CIS 159.15A
BUS/CSS 159.15B	Word Proc Mod 2	BUS/CIS 159.15B
CSS 201.1	Intro to Comp Ctr	CIS 201.1
CSS 201.2	Intro to Comp Ctr/Internet	CIS 201.2

The only revisions made in the above listed courses are CIS to CSS, and the reference to the cross-listed course in both Business and CSS in the schedule and catalogue description.

MOTION: MSC (VOTE: Unanimous) to approve the revisions to the above listed courses.

ESL 101FL, English Grammar and Composition for ESL (1)
(Title to Composition and Grammar for ESL-Lab/cat & sched descr/coreq/content/initiator/instr method/method of eval/materials/obj/repetition/)

MOTION: MSC (VOTE: Unanimous) to approve pending revisions, and the title must be the same as the ESL 101F course.

PCA: MSC (VOTE: Unanimous) to approve.

ESL 125L, English Foundations – Lab (1)
(~~title~~/cat & sched descr/coreq/content/initiator/instr method/method of eval/materials/obj/repetition)

ESL 135L, Intermediate English Lab (1)
(~~title~~/cat & sched descr/coreq/content/initiator/instr method/method of eval/materials/obj/repetition)

ESL 145L, Advanced English – Lab (1)
(~~title~~/cat & sched descr/coreq/content/initiator/instr method/method of eval/materials/obj/repetition)

ESL 155L, Extended English Practice – Lab (1)
(Title to Paragraph Development for ESL – Lab/cat & sched descr/coreq/content/initiator/instr method/method of eval/materials/obj/repetition)

ESL 165L, Composition for ESL – Lab (1)
(Title to Paragraph and Basic Essay Writing for ESL – Lab/cat & sched descr/coreq/content/initiator/instr method/method of eval/materials/obj/repetition)

MOTION: The above ESL courses were voted on and approved pending revisions, however, after further discussion regarding the possible addition of prerequisites the courses were TABLED.

ONE READING ITEMS – ACTION (continued)

1. COURSE REVISIONS

INS 301, Supervised Tutoring (0)
(cat & sched descr/content/initiator/instr method/method of eval/obj/repetition)

MOTION: MSC (VOTE: Unanimous) to approve, pending revisions.

SPE 1A, Essentials of Public Speaking (3)
(cat/content/instr method/method of eval/materials)

MOTION: MSC (VOTE: Unanimous) to TABLE. Stan was not present; Dan will meet with him regarding Committee questions.

2. COURSE DELETIONS (no back-up)

As part of the transition to computer science and information systems (CSS) courses, the deletion of the following courses is recommended:

CIS 9	Adv Prog
CIS 15	IRM
CIS 25	Bus Apps
CIS 88	Adv Web Auth
CIS 111	Adv Basic
CIS 116	Comp Ops
CIS 130	Comp Math
CIS 150.16	Adv Word Proc
CIS 150.34	Database Applications - DB IV
CIS 150.44	MS Works
CIS 150.51	Minitab
CIS 150.52	Adv Minitab
CIS 150.53	Bus Statistics
CIS 159.1	Intro to Internet
CIS 171	PQL/SQL
CIS 173	Oracle
CIS 175	Oracle B/U
CIS 189.1	HTML
CIS 198	Intro to Microprocessors
CIS 202	Mac's

MOTION: MSC (VOTE: Unanimous) to delete the above listed courses.

ONE READING ITEMS – ACTION (continued)

2. COURSE DELETIONS (continued-no back-up)

Deletion of the following Selected Topics classes is recommended:

Designator	Number	Title	Equated Course
CIS	39.002	Mini-Computer Operation	----
CIS	39.003	Intro to Programming	CSS-1
CIS	39.004	Computer Logic	CSS-11
CIS	39.006	Intro to Java Programming	CSS-1
CIS	39.007	Unix Operating System	CSS-41
CIS	39.009	Tech Tools	CSS-48
CIS	39.010	Perl Programming	----
CIS	39.011	Network Mgmt - Software	CSS-170A
CIS	39.012	Network Mgmt - Hardware	CSS-121B
CIS	39.013	Local Area Networks	CSS-121A
CIS	39.014	Network Protocols	CSS-121C
CIS	139.001	The New Literacy	----
CIS	139.002	Use of VAX Computer	----
CIS	139.003	CDP review Course	----
CIS	139.004	Software Sys (JATP)	----
CIS	139.007	Intro to Q&A	----
CIS	139.009	Intro to PC DOS/MS DOS	----
CIS	139.011	Internship in CIS	CSS-107
CIS	139.023	Intro to Beginning WordPerfect	----
CIS	139.026	Self Paced Intro to Windows	CSS-201.1
CIS	139.027	Intro to E-Commerce	CSS-15
CIS	139.028	Scripting for the Internet	----
CIS	139.029	Web Site Administration	----
CIS	139.030	Intro to SQL and Oracle	CSS-31
CIS	139.031	Oracle Architecture and Admin	CSS-33A
CIS	139.032	Web App - Oracle Development	CSS-32
CIS	239.001	CDP Review Course	----
CIS	239.002	ICCP Exam Review	----
CIS	239.003	Comp Lab Practicum	----
CIS	239.005	Comp Tech I	----
CIS	239.006	Comp Tech II	----
CIS	239.007	Comp Tech III	----
CIS	239.008	Comp Tech IV	----
CIS	239.009	Learn Comp Together	----

MOTION: MSC (VOTE: Unanimous) to delete the above listed Selected Topics courses.

MUS 33, Theatre Orchestra (3)

MOTION: MSC (VOTE: Unanimous) to delete MUS 33.

TWO READING ITEMS – FIRST READING – NO ACTION

1. NEW COURSES

NURSING PROGRAM

The Board of Registered Nursing recommended a total program review, revision and implementation. Debbie Denham presented an overview of the program changes, programs sequencing, and program outcomes. The following are the courses to be considered by the Curriculum Committee:

NRN 101, Readiness for Nursing (3)

This course is an introduction to nursing as a profession.

NRN 41, Nursing Theory I (4)

NRN 61, Clinical I (4)

NRN 71, Critical Thinking for Nurses I (1)

NRN 81, Nursing Skills Lab I (1)

NRN 42, Nursing Theory, II (4)

NRN 62, Clinical II (4)

NRN 72, Critical Thinking for Nurses II (1)

NRN 43, Nursing Theory III (4)

NRN 63, Clinical III (5)

NRN 73, Critical Thinking for Nurses III (1)

NRN 83, Nursing Skills Lab III (1)

NRN 44, Nursing Theory IV (4)

NRN 64, Clinical IV (4)

NRN 74, Critical Thinking for Nurses IV (1)

Committee comments:

- in Appendix A the current courses listed are not actually the current offered
- number 61 being used in Clinical I already exists
- several revisions in the Course Outlines and Tech Data Sheets
- request to add a comment regarding Chemistry

MUSIC – See attached Music Information Sheet

MUS 23.1, Hartnell Chorale-Renaissance/Baroque Emphasis (1)

MUS 23.2, Hartnell Chorale-Classic/Romantic Emphasis (1)

MUS 23.3, Hartnell Chorale-20th Century Emphasis (1)

MUS 29.1, Symphonic Band-18th Century Emphasis (1)

MUS 29.2, Symphonic Band-19th Century Emphasis (1)

MUS 29.3, Symphonic Band-20th Century Emphasis (1)

MUS 34.1, Symphony Orchestra-18th Century Emphasis (1)

MUS 34.2, Symphony Orchestra-19th Century Emphasis (1)

MUS 34.3, Symphony Orchestra-20th Century Emphasis (1)

Carl is proposing the above listed music courses. The rationale is to create a more logical progression of large ensemble classes at Hartnell.

Committee comments:

- revision on the Course Proposals
- revisions on the Course Outlines
- more detail needed in the Methods of Evaluating Objectives

TWO READING ITEMS – FIRST READING – NO ACTION

1. NEW COURSES

ART 76, Intermediate 3D Modeling and Animation (3)

Jerri Nemiro created this course based on advise from the Advisory Committee.

Committee comments:

- revision on the Course Proposal, Course outline and Course Tech Data Sheet

CSS 25, Multimedia Integration (3)

Joe Welch presented this course. CSS students need to stay current with industry standards and software.

Committee comments:

- revision on the Course Proposal

EDU 1, Multicultural Perspectives in Education (3)

This course was developed to contribute to the CSUMB Blended Liberal Studies/Teacher Education program.

Committee comments:

- revision on the course outline
- revisions on the Course Tech Data Sheet
- the current Distance Ed form needs to be submitted
- Hartnell does not have an EDU program. The course would need to be submitted to the Chancellor's Office for approval.

GEG 10, Geography and World Affairs: A Regional Approach (3)

Matthew Bokemeier presented this course, due to considerable student interest resulting from current global events.

Committee comments:

- the course needs a PCA for the advisory.
- revisions on the Tech Data Sheet

THE FOLLOWING COURSES WERE APPROVED PENDING REVISIONS, REVISIONS ARE COMPLETE:

September 18, 2003 meeting

ADJ 5, Criminal Procedures (3)

INFORMATION/DISCUSSION

1. REPORT FROM SUB-COMMITTEES

2. UPCOMING ISSUES

Agenda Supplement (Dan Perez)
October 2, 2003

Presentations:

- A. Information Competency: Defining information competency, the HC policy approved by Academic Senate and its impact on curriculum and course outlines – Kelly Locke, Cheryl O’Donnell, and Jennifer Lagier.
- B. Curriculum Committee website: a proposal - Jennifer Lagier

Reports & New Business:

- A. Academic Senate report – directive to initiate General Education review and recommendations. Shall we rename Tech 2 the General Education subcommittee and charge it with this task?

The Committee asked Dan to send out an e-mail to all faculty asking for volunteers for the General Ed Committee.

- B. Review of current membership terms and subcommittees. Make new assignments ie:
 - a. Review and recommend changes to the curriculum committee section of Hartnell College Committee Handbook
 - b. Motion: Did not discuss
 - c. Review and recommend changes to the course outline form per information competency requirements
Cheryl O’Donnell and Linda Gutierrez will assist Jennifer Lagier with the information for the development of the website.
Motion: MSC (VOTE: Unanimous)
 - d. Charge Jennifer Lagier to form committee to assist her in development of Curriculum Committee website
Motion: MSC (VOTE: Unanimous) for Jennifer to proceed with the development of the website.
- C. Course Outline Workshop (Oct. 1, '03)

ADJOURNED: 4:40 p.m.