Minutes

**Present**

Melissa Affeldt, Ashley Calhoun, Michael Cole, Todd Davis, Jan Dekker, Toni Ensz, Nancy Marsh, Natasha Maryanow, Lauren Novatne, Ron Reimer, David Richey, Joshua Soderlund, Elaine Stamper, Sheryl Young-Manning

**Absent**

Jim Chin, Claudia Habib, Lois Parento

**Visitors**

Jason Asman, Emily Berg, Jim Esquivel

1. CALL TO ORDER

 Meeting called to order at 3:15 p.m.

 Approved moving start time of meetings to 3:00 p.m.

2. ROLL

 Roll sheet was circulated.

3. APPROVAL OF THE MINUTES OF August 27, 2015

Minutes approved as submitted.

4. INTRODUCTION OF VISITORS

5. OPEN FORUM

6. ARTICULATION OFFICER UPDATE/COMMENTS

7. CONSENT AGENDA

 A. COMPOSITION, LITERATURE AND COMMUNICATION DEPARTMENT

Course Modification **– C-ID**

Journalism 7 Writing by Design: Introduction to Publication and Production of the School Newspaper Publication

 B. AGRICULTURE AND TECHNOLOGY DEPARTMENT

 Course Modification

 Plant Science 9 Biometrics

 C. MATH & TECHNOLOGY DEPARTMENT – **PROGRAM REVIEW / C-ID**

 1. Course Modifications

1. Math 4A Trigonometry
2. Math 4B Precalculus
3. Math 5A Math Analysis I
4. Math 5B Math Analysis II
5. Math 6 Math Analysis III
6. Math 10A Structure and Concepts in Mathematics I
7. Math 10B Structure and Concepts in Mathematics II
8. Math 11 Elementary Statistics
9. Math 17 Differential Equations and Linear Algebra
10. Math 102 Plane Geometry
11. Math 103 Intermediate Algebra
12. Math 201 Elementary Algebra
13. Math 250 College Arithmetic

 D. INDUSTRIAL TECHNOLOGY DEPARTMENT

 1. New Stand Alone Course Proposals

1. Flight 111 Instrument Pilot Ground School
2. Flight 112 Advanced Navigation
3. Flight 113 Advanced Meteorology
4. Flight 115 Instrument Pilot Flight Lab
5. Flight 116 Advanced Instrument Pilot Flight Lab
6. Flight 121 Commercial pilot Ground School
7. Flight 122 Fundamentals of Air Traffic Control
8. Flight 123 Human Factors & Crew Resource Management
9. Flight 126 Advanced Commercial Pilot Flight Lab
10. Flight 131 Flight Instructor Ground School
11. Flight 132 Advanced Aircraft Systems & Propulsion
12. Flight 133 Federal Aviation Regulations
13. Flight 135 Flight Instructor Flight Lab
14. Flight 145 Multi-Engine Pilot Flight Lab

 2. New Program Proposals

1. Flight Science Certificate of Achievement
2. Flight Science Associate in Science Degree

 D. READING & LANGUAGES DEPARTMENT

 1. Course Modifications – **PROGRAM REVIEW**

1. English 126 Reading Skills for College
2. English 260 Basic Reading

 c. English 262 Reading Improvement

 Ron Reimer stated that all math courses that are transfer level, or a prerequisite or a degree requirement have been changed to graded only and the two-hundred level courses have the pass/no pass option.

 Approved consent agenda.

 Approved advisories, prerequisites, corequisites for consent agenda items.

8. OLD BUSINESS

 A. HONORS PROGRAM COURSES

 1. Course Modifications – add limitation on enrollment

 a. English 1AH Honors Reading and Composition

 b. English 1BH Honors Introduction to the Study of Literature

 c. English 3H Honors Critical Reading and Writing

 d. Art 6H Honors Art History 2

 Approved adding limitation on enrollment for English 1A, 1BH, 3H and Art 6H.

9. NEW BUSINESS

 A. MATH & TECHNOLOGY DEPARTMENT

 1. Course modification

 Computer Science 26 Discrete Mathematics for Computer Science

 Lauren will take the committee’s suggested changes back to Sharon Wu.

10. APPROPRIATE LEVEL FOR ENGLISH ADVISORIES

 A. Degree Applicable, Transferable Courses

 B. Degree Applicable, Non-transferable Courses

 C. Non-degree Applicable, Non-transferable courses

 Natasha Maryanow stated that Degree Applicable, Transferable Courses need to have college level reading and strongly suggested the advisory of English 1A as the advisory for both items A and B. Suggested English 125 and 126 advisory for item C.

 Ashley Calhoun suggested for the one-hundred level courses that English 125 and 126 would be appropriate.

 Nancy Marsh will draft something for the Department Representatives to the Curriculum Committee to present to their respective departments and report back to the committee.

11. REVIEWING COURSE OUTLINES OF RECORD

 A. Program Review

 B. C-ID/Articulation

 C. Specific Changes Made

 D. Effective Date of Change

 Natasha Maryanow and Lauren Novatne suggested that the entire course outline be reviewed when they are presented to the committee which will ensure that the outlines are complete and well written.

12. COMMITTEE OPERATING AGREEMENT

 The change in the start time will be made in the COA.

13. ASSIGNING COURSES TO DISCIPLINES

 Academic Senate doesn’t think it is appropriate to put Counseling 263 under the Interdisciplinary Studies discipline. The course needs to be linked to a similar course in another discipline in order to be considered interdisciplinary.

14. OTHER

 Nancy Marsh suggested that those committee members not participating in technical review stay as the committee will be discussing how the technical review process went later in the semester.

15. ADJOURNMENT

 Meeting adjourned at 4:11 p.m.