

**WEST HILLS COLLEGE COALINGA
CURRICULUM/GENERAL EDUCATION COMMITTEE**

**November 9, 2007
12:00p.m. – 2:55p.m.
Room E 1
MINUTES**

Voting Members: C. Cowden, R. Mayer, S. McGlothlin, M. Magnuson, K. Sowden, S. Sutherland, M. Hendrickson, S. Shepard, J. Stearns, K. Wilds

At-Large Non-Voting Members: D. Georgatos, S. Kincade, M. Lourenco

Members Present: C. Cowden, M. Lourenco, M. Magnuson, R. Mayer, S. McGlothlin, S. Shepard, K. Sowden, J. Stearns

Members Absent: D. Georgatos, S. Kincade, J. Stearns, S. Sutherland, K. Wilds

Others Present: C. Goldsmith, L. Jacobus, R. Larson, R. Rehark-Griffith, R. Rodriguez,

1.0 Call to Order

Faculty- Chair S. Shepard called the meeting to order at 12:06p.m.

2.0 Changes to Agenda

3.0 Approval of Minutes 10/26/07

A motion to approve the minutes from 10/26/07 with corrections was made by S. McGlothlin, seconded by R. Mayer; the motion passed with 1 abstention by C. Cowden.

4.0 Items For Second Consideration

4.1 Course Revisions

4.1.1 EDUC 1 – Introduction to Teaching

• Course

S. McGlothlin addressed the committee stating that course revision is now posted and it is on the right forms. S. McGlothlin stated that this is now an articulation issue, Sandy proposed that committee review the outline.

S. Shepard stated that EDUC 1 is posted the evening before the scheduled meeting and committee has not had a change to review and this course has not gone to the routing processing.

Tabled

4.1.2 PE 45 – Philosophy of Coaching Team Sports

• Course

The committee reviewed the course outline and DE addendum and recommendations made by the committee have been incorporated.

A motion to approve the new course PE 45 on a 2nd reading was made by C. Cowden, seconded by M. Magnuson;; the motion passed unanimously.

- **DE**

A motion to accept the distance education addendum of online for PE 45 on a 2nd reading was made by K. Sowden, seconded by R. Mayer; the motion passed unanimously.

4.1.3 ESL 120 – Conversation Practice and Everyday English

- **Course**

4.1.4 ESL 125 – Conversation Practice: Intermediate Level

- **Course**

4.1.5 ESL 130 – Reading, Writing and Speaking: Beginning Level

- **Course**

4.1.6 ESL 135 – Reading, Writing and Speaking: Intermediate Level

- **Course**

A motion to handle 4.1.3 ESL 120, 4.1.4 ESL 125, 4.1.5 ESL 130, and 4.1.6 ESL 135 as one unit was made by S. McGlothlin, seconded by K. Sowden; the motion passed unanimously.

A motion to accept the course revision for ESL 120, ESL 125, ESL 130, and ESL 135 on a 2nd reading was made by S. McGlothlin, seconded by M. Magnuson; th motion passed unanimously.

5.0 Items for Third Consideration

5.1 Course Revision

5.1.1 ENG 51B – Intermediate Communication Skills

- **Course**

The committee reviewed the course outline and recommendations have been incorporated.

A motion to accept the course revision for ENG 51B on a 3rd reading was made by K. Sowden, seconded by C. Cowden; the motion passed unanimously.

- **Prerequisite:** Successful completion of ENG 51A or equivalent, such as placement determined by assessment test.

A motion to accept the prerequisite of successful completion of ENG 51A or equivalent, such as placement determined by assessment test for ENG 51A on a 3rd reading was made by S. McGlothlin, seconded by R. Mayer; the motion passed unanimously.

6.0 Items for First Consideration

6.1 Program Revision

6.1.1 Physical Education

- **To include PE 45 as elective credit**

The committee reviewed the program revision and PE 45 was added as elective credit.

A motion to accept the Physical Education Revision on a 1st reading was made by S. McGlothlin, seconded by C. Cowden; the motion passed unanimously.

6.2 Course Revisions

6.2.1 BIO 10 – Fundamentals of Biology

- **Five-year review**

Tabled

6.2.2 BIO 38 - Microbiology

- **Five-year review**

Tabled

The committee reviewed the new course outline for Art 20A and recommendations were made.

A motion to move the new course Art 20A to a 2nd reading was made by S. Sutherland, seconded by C. Cowden; the motion passed unanimously.

5.3.5 AOJ 60.4 – Security Guard Academy

- **Course (exp)**

J. Stearns stated that this new exp. Course is to replace the existing 60.3 course that already exist. This course outline reflects the unit value change.

The committee reviewed outline and recommended that if this course is in demand by the industry it should come back as a permanent course.

7.0 Consent Agenda

7.1 ENG 25 – Textbooks

S. Shepard stated these a textbook revision. The committee did not have any concerns regarding this revision.

7.2 PE Waivers

- Stacey Salcedo
- Jodario Ramirez

S. Shepard stated this is a scheduling issue that should be reviewed. We have full-time faculty that teach at NDC that are able to teach physical education.

A motion to accept the PE Waivers graduation requirement for Stacey Salcedo and Jodario Ramirez was made by K. Sowden, seconded by R. Mayer; the motion passed unanimously.

7.0 Old Business

7.1 Tracking Sheets

No comments at this time regarding tracking sheets.

7.2 Lemoore Curriculum Update

- **ENGR 10 – Introduction to Engineering** (new course 10/30/07)
- **AOJ XY – Occupational Work Experience Alternate** (deletion 10/30/07) Title 5 regulation revision effective 8/16/07
- **BUS 15XY –Occupational Work Experience Alternate** (deletion 10/30/07) Title 5 regulation revision effective 8/16/07
- **CIS 15XY – Occupational Work Experience Alternate** (deletion 10/30/07) Title 5 regulation revision effective 8/16/07
- **EA 15XY – Occupational Work Experience Alternate** (deletion 10/30/07) Title 5 regulation revision effective 8/16/07
- **HRCM 15XY Occupational Work Experience Alternate** (deletion 10/30/07) Title 5 regulation revision effective 8/16/07
- **HS 15XY – Occupational Work Experience Alternate** (deletion 10/30/07) Title 5 regulation revision effective 8/16/07
- **WE 15XY – General Work Experience Alternate** (deletion 10/30/07) Title 5 regulation revision effective 8/16/07
- **EA 15X – Occupational Work Experience Parallel** (deletion 10/3/07 Education Assistant certificate is being revised and renamed)

M. Lourenco updated the committee on curriculum process that has taken place at the WHC Lemoore Campus.

9.0 New Business

9.1 Career Technical Academy Course (Carol Goldsmith)

Carole Goldsmith addressed the committee stating that she attended an event along with Sarah Shepard, Clint Cowden and the emphasis of this event was that there is a shortage of workforce. The areas that have the greatest shortage is construction, Automotive, skilled nursing, and food manufactures.

Carol Goldsmith stated that WHC is in partnership with FCC, Reedley, Shasta, UC Davis, Clovis Center on a 2 million dollar grant. C. Goldsmith stated that courses needed to address this workforce issue are Vocational ESL, Vocational Math, Vocational Spanish, Agricultural Mechanics, Truck Driving, and Welding. C. Goldsmith asked committee to review existing courses on disciplines in need by workforce industry or we can use the curricula was developed by FCC as a guideline.

S. Shepard proposed that representatives have discussions with learning areas regarding C. Goldsmith presentation and share the handouts that were distributed.

10.0 Adjournment

Faculty Chair S. Shepard adjourned meeting at 1:54p.m.

DRAFT