

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

March 14, 2008

10:30a.m.-12:30p.m.

Room B-3

REVISED MINUTES

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

<p>At-Large Non-Voting Members: D. Georgatos, S. Kincade, M. Lourenco</p>
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Members Present: C. Cowden, D. Georgatos, M. Lourenco, R. Mayer, S. McGlothlin, S. Shepard, K. Sowden, J. Stearns, S. Sutherland, K. Wilds

Members Absent: S. Kincade, M. Magnuson

Others Present: M. Burke

1.0 Call to Order

Faculty- Chair S. Shepard called the meeting to order at 10:37a.m.

2.0 Changes to Agenda

PE Waiver removed from agenda

3.0 Approval of Minutes 2/29/08

Minutes not posted tabled

4.0 Items For Third Consideration

4.1 Course Revisions

4.1.1 BIO 10 – Fundamentals of Biology

• Distance Education Addendum

S. Shepard informed the committee that the Distance Education Guidelines sent by S. Kincade have been posted the curriculum website. The guidelines posted do not have a distinction of online/hybrid.

A motion to accept the Distance Education Addendum for Bio 10 stating that course can only be offered as hybrid modality on a 3rd reading was made by S. McGlothlin, seconded by K. Sowden; the motion passed with one no by J. Stearns.

5.0 Items for Second Consideration

None

6.0 Items for First Consideration

6.1 Course Revisions

6.1.1 BIO 32 – Human Anatomy

- **Five-year review**
- **DE**

M. Burke stated that this is a five-year review and advisory of BIO 10 has been added. M. Burke stated that nursing students are taking BIO 32 without having any experience in the fundamentals of biology.

The committee reviewed course outline and minor recommendations were made.

D. Georgatos recommended that communications take place with WHC Lemoore regarding the advisory added to this course outline.

A motion to accept the five-year review with minor corrections on the 1st reading was made by S. McGlothlin, seconded by K. Wilds; the motion passed unanimously.

R. Mayer stated that as time progresses and the PSYTEC program grows Bio 32 will be added as a prerequisite.

A discussion took place whether this course could be taught distance education. The committee recommended the removal of the Distance Education Addendum and a statement be added to the justification on the course outline stating why course is not recommended to be taught distance education.

A motion was made by S. Sutherland to amend the previous motion on BIO 32 to include all corrections and move to a 2nd reading.

A motion was made by S. McGlothlin, seconded by S. Shepard to move BIO 32 to a 2nd reading; the motion passed unanimously.

6.1.2 CD 50- Family Day Care

- **Five-year review**

J. Stearns stated that she has proposed to A. Little that CD 19 will be inactivated and CD 50 will be brought to the committee as a new course and use the same outline as CD 19.

S. Sutherland recommended that if this course is intended for basic skills students then the course content should be reviewed and maybe revised. M. Magnuson stated that the edition of textbook is 2003.

Tabled

6.1.3 PA 42A – Film and Video Production

- Five-year review

The committee reviewed the course outline and course title is being proposed to be revised and several concerns were brought forward.

D. Georgatos asked whether the Edward James Olmos Teatro de las Americas should be contacted, this program was very specific to what courses are offered.

M. Lourenco stated that it seems that PA 42A, 42B and 42C are being combined as one course PA 42.

J. Stearns stated that she'll be meeting with Dr. Gornick and will discuss the ties between WHC Coaling and the Edward James Olmos Teatro de las Americas have.

Committee recommended that the program should be revised to incorporate this new change.

A motion to move the five-year review PA 42A to a 2nd reading was made by S. McGlothlin, seconded by M. Magnuson; the motion passed unanimously.

6.2 Program Revision

6.2.1 Child Development – Early Intervention Certificate

A change in the number of required units for the Certificate from 28 to 29 units. This is due to expanding the required Child Study and Assessment course from one unit to two units. The number of the Child Study and Assessment courses was also changed from CD 20A to CD 3.

A motion to accept the revision of the Early Intervention Certificate on a 1st reading was made by K. Wilds, seconded by K. Sowden; the motion passed unanimously.

7.0 Consent Agenda

None

8.0 Old Business

8.1 Lemoore Curriculum Update

- ART 15A/B/C/D (five-years reviews 3/5/08)
- SOCSCI 32A/B (deletions 3/5/08)

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

8.2 Liberal Arts Degree

S. Shepard stated that Liberal Studies Degree should be only used for teacher prep majors.

Handouts were distributed from Sierra College and American River College for committee review and should also be taken to departments for review.

D. Georgatos stated that she had brought COS Liberal Studies degree draft that has verbal approval at the State level if committee was interesting in reviewing.

J. Stearns stated that she has meet with Dr. Gornick and his proposal was that both degrees should be the same between the 2 campuses. J. Stearns stated that if WHC Lemoore was first on receiving approval WHC Coalinga will have to adopt their degree.

S. McGlothlin sated that she will be put together the Teacher Prep Degree and will be to the next meeting for review.

S. McGlothlin distributed the Certificate of Achievement Transfer Studies (CSU) and Certificate of Achievement Transfer Studies (IGETC) proposal for committee review. This proposals should be shared with departments and bring recommendations back to the next meeting.

A discussion took place on how to list the certificates that are under 18 units on the graduation program; it cannot be listed as certificates of achievements if under 18.0 units. The committee recommended to list just as certificates.

S. Shepard recommended that program revision should be a Flex/Duty day activity for the fall 2008 semester.

J. Shepard distributed handouts received by the State Academic Senate Office regarding Subject: Disciplines List revisions. These handouts should be shared with all educational areas.

S. Stearns stated that a new AOJ experimental course is on its way to the committee and this course is needed as soon as possible it will only require curriculum approval no Board of Trustee approval needed.

9.0 New Business

9.1 PE Waiver

- **Susie Gutierrez**

Removed from agenda

9.2 Next Meeting Date

The next meeting date will be changed from 3/28/08 to 4/4/08.

10.0 Adjournment

Faculty Chair S. Shepard adjourned meeting at 12:35p.m.

