

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

September 14, 2007

12:00p.m. - ????

Room E 1

MINUTES

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

Members Absent: D. Georgatos, S. Kincade, J. Stearns

Others Present: J. Grant

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 8/17/07

A motion to approve the minutes from 8/17/07 was made by S. McGlothlin, seconded by C. Cowden; the motion passed unanimously.

4.0 Items For Second Consideration

None

5.0 Items for First Consideration

5.1 Course Revisions

5.1.1 EDUC 1 – Introduction to Teaching

• Course

This revision is to incorporate specific requirements mandated by the CSU system. The specific changes are course content and observation hours.

The committee reviewed the course outline and recommendations are that the course needs to be placed on WHCC forms.

A motion to move course revision for EDUC 1 to a 2nd reading was made by S. Sutherland, seconded by K. Sowden; the motion passed unanimously.

5.1.2 Math 2A – Multivariate Calculus

- **Course**
- **Prerequisite**

K. Sowden stated that this a five-year review and only changes are textbook change.

The committee reviewed the course revision for Math 2A and recommended that cultural pluralism is needed.

A motion to move the course revision for Math 2A to a 2nd reading was made by S. McGlothlin, seconded by K. Sowden; the motion passed unanimously.

A motion to accept the prerequisite of Math 1B for Math 2A on a 1st reading was made by S. McGlothlin, seconded S. Sutherland; the motion passed unanimously.

A motion to accept the Distance Education Addendum for Math 2A of Video Conference on a 1st reading was made by S. McGlothlin, seconded by S. Sutherland; the motion passed unanimously.

5.1.3 AOJ 60.3 – Security Guard Training (Short-Form)

- **Unit change (from 9 units to 4 units)**

S. Shepard stated that this change is being proposed old course was excessively long. There is unnecessary time requirement to cover the required materials.

A motion to accept the course revision for AOJ 60.3 on a first reading was made by S. McGlothlin, seconded by R. Mayer; the motion passed unanimously.

5.2 New Course

5.2.1 PE 45 – Philosophy of Coaching Team Sports

- **Course**
- **Advisory: ENG 51A or equivalent**
- **DE**

J. Grant stated that this new course will assist community members that coach youth sports, and college students can use this course as an elective for their degree.

The committee reviewed the new course outline for PE 45 and recommendations were made.

A motion to move the new course PE 45 to a 2nd reading was made by S. McGlothlin, seconded by K. Wilds; the motion passed unanimously.

The committee reviewed the Distance education Addendum and recommendations were made.

A motion to move the Distance Education Addendum of online for PE 45 to a 2nd reading was made by S. Sutherland, seconded by K. Sowden; the motion passed unanimously.

6.0 Consent Agenda

7.0 Old Business

7.1 Tracking Sheets

S. Shepard stated that everyone should have received tracking sheets, please review and communicate with educational areas for curriculum updates.

7.2 Forms

7.2.1 Distance Education Addendum

The Committee reviewed changes incorporated by S. Sutherland and minor changes were made.

A motion to approve the revised Distance Education Addendum on a 1st reading was made M. Magnuson, seconded by S. Sutherland; the motion passed unanimously.

S. Shepard stated that the revision of DE will be forwarded to Senate for approval.

7.2.2 LRC

The revised LRC form was reviewed by the committee and committee had no recommendations.

A motion to approve the revised LRC form on a 1st reading was made by S. Sutherland, seconded by M. Magnuson; the motion passed unanimously.

S. Shepard stated that the revision of LRC will be forwarded to Senate for approval.

8.0 New Business

8.1 Academic Renewal – C. Duncil

The committee reviewed the academic renewal for C. Duncil and granted renewal for the following courses DT 67, 66, 69. Student has been awarded academic renewal for the maximum units allowed.

A motion to grant academic renewal for C. Duncil for DT 67, 66, and 69 was made by S. McGlothlin, seconded by K. Wilds; the motion passed unanimously.

8.2 Stand Alone Training

S. Shepard distributed a handout to committee that specified dates for Stand Alone Training provided the CCC Chancellor's Office. This handout provides

dates and information on how to log on to sign for the online training. S. Shepard is encouraging member to register for training. Any faculty curriculum member not trained with the online training provided by the Systems Office will need to be trained by the committee chair. All materials needed for this training is provided.

8.3 Waive PE Graduation Requirements for Dyan Bautista and Miguel Hernandez

S. Shepard that this items was submitted by M. Roton. These students are attending the North District Center and Physical Education were not offered at the locations and students have petition to graduate and are short 2.0 units of physical education.

A motion to waive the 2.0 units of physical education requirement for graduation was made by K. Sowden, seconded by C. Cowden; the motion passed unanimously.

8.4 Forms

8.4.1 Routing

8.4.2 SLO

8.4.3 TRC

Tabled

8.5 Title 5 Updated

Tabled

8.6 Curriculum Action Report

S. Shepard stated that she had met with Dr. Lewallen regarding the Curriculum Action Report being sent to the WHCCD Board twice a semester verses once at end of the semester. Dr. Lewallen will be looking into this matter and share the information once he receives it.

9.0 Adjournment

Faculty Chair S. Shepard adjourned meeting at 2:03p.m.