

Ohlone Community College District
Curriculum Committee Meeting – Minutes

September 10, 2007

3:00-5:00 p.m.

Room 6106

- **Call meeting to order: 3:07 p.m.**
- **Members Present:** Mandy Kwok-Yip, Claire Ellis, Alyce Reynolds, Chris Warden, Paul Mueller, Rachel Sherman, Chieko Honma, David Topham, Kathy Sparling
- **Management Present:** Michael Bowman, Joe McLaughlin, Deb Parziale
- **Other's Present:** Heidi Barkow, Terri Taskey
- **Approval of May 7, 2007 minutes:** Rachel Sherman made the motion to approve the May 7, 2007 minutes/seconded by: Claire Ellis. Motion carried.
- **Chair's Report: (Information)**
 - Membership update: We have four open member positions that need to be filled. We need 1 from Fine Arts, Business & Broadcasting, 2 from Humanities, Social Sciences, and Mathematics, and Student Representative(s)
 - Member Introductions
 - Goals for 2007-08

Curriculum Committee

Goals 2007-2008

1. Complete course review for:
 - Fall 06 (99 courses)
 - Spring 07 (99 courses)
 - 1. Allied Health
 - 2. American Sign Language
 - 3. Interpreter Training
 - 4. Library Science
 - 5. Learning Skills Program
 - 6. Nursing
 - 7. WEX
 - a. Deaf Prep Programs
 - b. Health
 - c. Physical Therapist Assistant
 - d. Respiratory Therapy
2. Complete course review for delinquent disciples listed:
 1. Fore. Lang. – 16 (Fall 05)
 2. History – 3 (Fall 05)
 3. IS – 1 (Fall 05)
 4. Poly Sci. – 2 (Fall 05)
 5. Bus. Admin. – 9 (Spring 06)
 6. CNET – 27 (F/S 07)
 7. CS – 24 (F/S 07)
 8. English – 10 (Spring 06)
 9. Anthropology - 5 (Fall 06)
 10. Astronomy – 3 (Fall 06)
 11. Chemistry – 6 (Fall 06)
 12. Physical Science – 1 (Fall 06)
 13. Biology – 13 (Spring 07)
 14. Biotech – 8 (Spring 07)
 15. Engineering – 5 (Spring 07)
 16. Geography – 5 (Spring 07)
 17. Geology – 5 (Spring 07)
 18. Physics – 9 (Spring 07)

3. Review and approve accreditation standard II and send off to college council for final approval.
4. Train all approving members of curriculum on the Local Approval of Stand-alone Credit Courses (Title 5).
5. Have a decision made regarding ESL repeatability and bring it to Faculty Senate for approval.
6. Explore the development and growth of service learning classes and to grow this into a service learning program.
7. Inspect our current practice regarding pre- and co-requisites and explore the options associated with CurricUNET for a more user-friendly reporting system.
8. Continue to promote course outlines with student learning outcomes and assessment as the focus.
9. Promote the use of CurricUNET to construct new courses and programs and to review/revise existing courses and programs.
10. Continue the emphasis on the development of transfer degrees.

- WASC Standard II Update – The next issues meeting will focus on Standard IIA2.
- Calendar for 2007-08

○ Sept. 10 - issues	○ January - (flex week activity)
○ Sept. 24 - screening	○ February 4 - screening
○ October 1 - issues	○ February 25 - issues
○ October 22 screening	○ March 3 - screening
○ November 5 - issues	○ March 17 issues
○ November 19 - screening	○ April 7 - issues
○ December 3 - issues	○ April 21 - screening
	○ May 5 - issues

Issue's meetings will be held in 8112 and screening meetings will be held in the ITC room 1407

➤ **Program Review: (Informational)**

- Discussion of 2007-08 program screening process
Program review for all health sciences, athletics, health, fitness center, wellness & health

SLOA Coordinator:

SLOA Coordinator has yet to be determined. There is some reassignment time. Programs will fall under the SLOA Committee.

Types of Course Revisions: Informational

Minor revisions are title change, wording changes; major revisions are unit value, contact time, and major content revisions.

➤ **Minor Revisions: (Informational)**

CHEM-131D Review of Chemistry Concepts (Yvette Niccolls)

Course is degree applicable, not transferable; Schedule description change: Review basic chemistry principles and practice problem solving in selected chemistry courses taken concurrently. Revision to: student learning outcomes, course outline, methods of evaluation, methods of instruction, and added supplies.

CS-124 Advanced Programming with Data Structures (David Topham)

Title Change to: Programming with Data Structures; **Catalog Description:**

This course involves the study and implementation of data structure programming techniques. The emphasis is on stacks, queues, lists, trees and graphs; the use of recursion; and the application of these tools primarily to searching and sorting. Students will implement these concepts by writing programs in an object-oriented language such as C++.

Class Schedule Description: An introduction to data structures using object-oriented programming methods. Revision to methods of instruction

PD-365 Supervised Tutoring (Michael Bowman)

Change description and update content. Replacing all 365's with just one, per Chancellor's office

PE-327 Adult Golf: A Lifelong Experience (Chris Warden / Mike Cowan)

Renumbered to PE-327A3; revision to methods of instruction

PE-362A2 Tennis (Chris Warden)

Title change to: Beginning Tennis; revision to methods of evaluation/assessment, methods of instruction

PE-362A3 Tennis (Chris Warden)

Title change to: Beginning Tennis; revision to methods of evaluation/assessment, methods of instruction

➤ **Major Revisions: (Consent Items) (Approved)**

ART-131 History of Photography (Paul Mueller)

Screened by: Sally Scofield, Yvette Niccolls, Mandy Kwok-Yip, Chris Warden)

Title change from: Fine Art Photography: the Early Years; unit value change from 2.00 to 3.00; lecture hours changed from 2.00 to 3.00; **Catalog Description:** This course is a survey of photography as an historical and contemporary form of art and communication. The student will develop appreciation for, and comprehension of, the issues, practices and theories involved in visual communication as well as gain insights into the role of photography with regard to social, cultural, and political shifts and events from it's inception in early 19th Century to the present day.

Class Schedule Description: Photography's role as an historical and contemporary form of art and communication. **Counselor Information:** This course is recommended for any student wishing to increase their knowledge of photography and their visual literacy. Revisions to: student learning outcomes; course outline; course assignments; methods of evaluation/assessment; methods of instruction; textbook

Rationale for changes: The rationale was to bring this course up-to-date, will be seeking GE approval. Will be seeking deactivation of ART-131A and ART-131B. **Mandy Kwok-Yip made the motion to approve ART-131/seconded by: Chieko Honma. Motion carried.**

ART-139A Beginning Digital Photography – (Paul Mueller)

Screened by: Chris Warden

Added "Beginning" to title; change unit value from 2.00 to 3.00; change lab hours from 5.00 to 6.00; recommendation to deactivate cross-reference of CS-169A; change advisory to 138A;

Catalog Description: This course explores the photographer's creative process from several directions. Students will: undertake photographic projects designed to provide engagement with a variety of subject matter and ways of photographing; look at photographic work in online and local galleries and museums; consider current issues having to do with photographic technologies; discuss their photographs with other students in an effort to improve their creative processes. Technical instruction will include camera functions, resizing and saving

digital files, and minor image modification. For intense technical instruction see ART138A and ART138B. Students should consider completing ART138A prior to enrolling in this course, but it is not a requirement. **Class Schedule Description:** Shoot creative projects, look at photos, discuss photography and the creative process with others sharing your interest. **Counselor Information:** Basic computer skills and ability to work at college level required. Revisions to: student learning outcomes; course outline; course assignments; methods of evaluation/assessment; methods of instruction; textbook

ART-139B Intermediate Digital Photography – (Paul Mueller)

Screened by: Chris Warden

Change unit value from 2.00 to 3.00; change lab hours from 5.00 to 6.00; recommendation to deactivate cross-reference of CS-169A; change advisory to 138A; **Catalog Description:** This course continues an exploration of the photographer's creative process from several directions. Students will: undertake photographic projects designed to provide engagement with a variety of subject matter and ways of photographing; complete an extended photographic project of their choosing and receive guidance from the instructor and students; look at photographic work in online and local galleries and museums; consider current issues around photographic technologies; discuss their photographs with other students in an effort to improve their creative processes. Students will formalize their individual projects as books or online galleries. Technical instruction will include camera functions, resizing and saving digital files, and minor image modification. For intense technical instruction see ART138A and ART138B. Students should consider completing ART138A prior to enrolling in this course, but it is not a requirement. **Class Schedule Description:** Shoot creative projects, look at photos, discuss photography and the creative process, complete book or online gallery. **Counselor Information:** Basic computer skills and ability to work at college level required. Revisions to: student learning outcomes; course outline; course assignments; methods of evaluation/assessment; methods of instruction; textbook

Rationale for changes: The rationale was to bring these courses up-to-date. This is a studio art courses. Will seek to deactivate cross-referenced courses CS-169A, CS-169B.

Kathy Sparling made the motion to approve ART-139A and ART-139B/seconded by: Rachel Sherman. Motion carried.

➤ **New Courses: (Action)**

ART-138A Beginning Photoshop (Paul Mueller)

Screened by: Sally Scofield

3.00 units 1.5 lecture hours 4.5 lab hours

ART-138B Intermediate Photoshop (Paul Mueller)

Screened by: Sally Scofield

3.00 units 1.5 lecture hours 4.5 lab hours

Rationale: These courses address student technical training. **Rachel Sherman made the motion to approve ART-138A and ART-138B/seconded by Kathy Sparling. Motion carried.**

HLTH-120 Mind-body Healing (Deb Parziale)

Screened by: Paul Mueller

2.00 units 2.00 lecture hours

Paul Mueller made the motion to approve HLTH-120/seconded by: Kathy Sparling. Motion carried

LSP-103 Advanced Writing Fundamentals (Terri Taskey)

3.00 units 3.00 hrs. lecture 1.00 hrs. lab

LSP-104 Reading Comprehension (Terri Taskey)

3.00 units 3.00 hrs. lecture 1.00 hrs. lab

Rachel Sherman made motion to approve LSP-103 and LSP-104/seconded by: Chieko Honma. Motion carried.

NUR-315 Clinical Skills Review (Sally Scofield)

Screened by: Yvette Niccolls

0.50 units 27.00 semester lab hours

This course was tabled until next meeting. Need faculty representative present to answer any questions that may come up and to give a rationale for the course.

Course Deactivation:

ENGL-190 Skills for English Tutors (Rachel Sherman)

Course has not been taught in awhile. **Chieko Honma made the motion to approve the deactivation of ENGL-190/seconded by: David Topham. Motion carried.**

➤ **Issues: (Informational)**

- New ways to work – open forum discussion regarding Curriculum Committee meetings with dual campuses. Discussion on how to hold screening and issues meetings between the two campuses. Conversation concluded that all meetings would remain located at the Fremont campus for Spring 08 and would be re-evaluated during the last meeting of the Spring 08 semester.
- Curriculum Committee training on stand-alone courses – See goals on pg. 2 of the minutes.

➤ **Adjourn:** 4:32 p.m.