



PALO VERDE COLLEGE Curriculum Committee

Minutes

March 14, 2013
3:00 p.m.
CL129

I. Call to Order

Hortensia Rivera

Meeting called to order at 3:05 p.m. with the following members in attendance:

ASG Rep.	<u> A </u>	Paul Shibalovich, Division Chair	<u> √ </u>
Derek Copple, Div. Chair	<u> A </u>	David Silva, Div. Chair	<u> √ </u>
Kevin Eoff, Div. Chair	<u> √ </u>		
Carlos Medina, Div. Chair	<u> √ </u>	Ex-Officio Members:	
Scott Peterson, Div. Chair	<u> √ </u>	Irma Dagnino, A.O.	<u> √ </u>
Sheri Jones, Co-Chair	<u> √ </u>	June Turner, Librarian	<u> A </u>
Mike Rhoades, Div. Chair	<u> √ </u>	Shelley Hamilton, Director of A&R	<u> A </u>
Hortensia Rivera, Co-Chair	<u> √ </u>		

Guest(s): S. Burgeson, L. Andrade, W. Smith, B. Wallace, and S. Sher

Recorder: L. Holmes and S. Lainez

II. Approval of Agenda – March 14, 2013

Action Item

It was approved by Kevin Eoff and seconded by Mike Rhoads to approve the agenda for March 14, 2013 as amended. All members in favor; motion carried.

It was requested to move "New/Revised Courses and Programs" to the first part of the agenda. CRJ was reviewed first, followed by SPA 101, SOC 111 then SOC 111.

III. Approval of Minutes – November 8, 2012

Action Item

It was approved by Mike Rhoads and seconded by Carlos Medina to approve the minutes from November 8, 2012. All members in favor; motion carried.

IV. Articulation Report

Information/Action Items

Irma Dagnino reported to the committee that several outlines were rejected from CI-D with recommendations. She has emailed and returned all outlines to be corrected. I. Dagnino will forward a list of courses to be updated to H. Rivera.

V. Discussion/Information Items

VI. Old Business

Information/Action Items

VII. New Business

Information/Action Items

A. New/Revised Courses and Programs **approved by Technical Review**

1. CIS 150 WindowsScott Peterson

The number of units, hours, and course description were revised.

It was moved by David Silva and seconded by Carlos Medina to approve the Face-to-Face method on CIS 155. All members in favor; motion carried.

It was moved by Kevin Eoff and seconded by Mike Rhoads to approve the Correspondence Education method on CIS 150. All members in favor; motion carried.

It was moved by Mike Rhoads and seconded by Kevin Eoff to approve the Distance Education method only on CIS 150. All members in favor; motion carried.

2. CIS 155 Managing Operating Systems.....Scott Peterson

It was moved by David Silva and seconded by Carlos Medina to approve the Face-to-Face method on CIS 155. All members in favor; motion carried.

It was moved by Kevin Eoff and seconded by Mike Rhoads to approve the Correspondence method on CIS 155. All members in favor; motion carried.

It was moved by Mike Rhoads and seconded by Kevin Eoff to approve the Distance Education method only on CIS 155. All members in favor; motion carried.

3. CIS 170 Computer MaintenanceScott Peterson

The number of units, hours, and course description were revised.

It was moved by David Silva and seconded by Carlos Medina to approve the Face-to-Face method on CIS 170. All members in favor; motion carried.

It was moved by Kevin Eoff and seconded by Mike Rhoads to approve the Correspondence Education method on CIS 170. All members in favor; motion carried.

It was moved by Mike Rhoads and seconded by Kevin Eoff to approve the

Distance Education method only on CIS 170. All members in favor; motion carried.

4. CIS 175 Computer Help Desk Support.....Scott Peterson

It was moved by David Silva and seconded by Carlos Medina to approve the Face-to-Face method on CIS 175. All members in favor; motion carried.

It was moved by Kevin Eoff and seconded by Mike Rhoads to approve the Correspondence Education method on CIS 175. All members in favor; motion carried.

It was moved by Mike Rhoads and seconded by Kevin Eoff to approve the Distance Education method only on CIS 175. All members in favor; motion carried.

5. Computer Maintenance & Help Desk Certificate.....Scott Peterson

It was moved by David Silva and seconded by Carlos Medina to approve CM&HD Certificate as a new certificate. All members in favor; motion carried.

6. Computer Information Systems Degree Revisions.....Scott Peterson

It was moved by David Silva and seconded by Kevin Eoff to approve the revised A.S. Degree in Computer Information Systems. All members in favor; motion carried.

7. FST 080 Firefighter Basic Skills.....Scott Peterson

It was moved by Kevin Eoff and seconded by Paul Shibalovich to approve FST 080 as a revised course with changes noted. All members in favor; motion carried.

Changes were made to the course description.

8. FST 100 American Red Cross – Emergency Medical Response.....Scott Peterson

Scott Peterson mentioned to the committee that the course outline was revised to align with State Fire Marshall requirements. Changes were made to the title, hours, prerequisite and course description.

It was moved by Mike Rhoads and seconded by Paul Shibalovich to approve the Face-to-Face method only on FST 100. All members in favor; motion carried.

9. FST 129 Water Rescue First ResponderScott Peterson

It was moved by David Silva and seconded by Mike Rhoads to approve the Face-to-Face method only on FST 129. All members in favor; motion carried.

10. NUR 117 Nutrition for Nurses Derek Copple

It was moved by David Silva and seconded by David Silva to approve the Face-to-Face method only on NUR 117. All members in favor; motion carried.

Changes were made to the prerequisite and course description.

11. NUR 151 Introduction to Identification of Cardiac Rhythm Strips.....Cheryl Bruno-Mofu

It was moved by Kevin Eoff and seconded by David Silva to approve the Face-to-Face method only on NUR 151. All members in favor; motion carried.

Changes were made to the title and prerequisite.

12. SOC 101 Introduction to Sociology..... Sheri Jones

Lupita Andrade informed the committees that ENG 099 was added to the course as a prerequisite and the outline was updated.

It was moved by David Silva and seconded by Mike Rhoads to approve the Face-to-Face method on SOC 101. All members in favor; motion carried.

It was moved by David Silva and seconded by Mike Rhoads to approve the Distance Education method on SOC 101. All members in favor; motion carried.

It was moved by David Silva and seconded by Kevin Eoff to approve the Correspondence Education method on SOC 101. All members in favor: motion carried.

13. SPE 105 Introduction to Intercultural Communication Dennese Lilley-Edgerton

It was moved by David Silva and seconded by Paul Shibalovich to approve Face-to-Face method on SPE 105. All members in favor; motion carried.

It was moved by David Silva and seconded by Carlos Medina to approve the Distance Education method on SPE 105. All members in favor; motion carried.

It was moved by David Silva and seconded by Scott Peterson to approve the Correspondence Education method on SPE 105. All members in favor: motion carried.

B. New/Revised Courses and Programs

1. CHD 205 Adult Supervision: Mentoring in a Collaborative Learning Setting ... Bruce Wallace

Outline was updated. A new textbook book was added, per instructor's request.

It was moved by David Silva and seconded by Paul Shibalovich to approve Face-to-Face method on CHD 205. All members in favor; motion carried.

It was moved by David Silva and seconded by Scott Peterson to approve the Distance Education method on CHD 205. All members in favor; motion carried.

2. CRJ 103 Criminal Law..... William Smith

CRJ 103 was updated for CI-D approval. Item 9-Correspondence method language will be removed. Changes were made to the course description.

It was moved by Kevin Eoff and seconded by Scott Peterson to approve the Face-to-Face method on CRJ 103. All members in favor; motion carried.

3. CRJ 104 Criminal Investigation William Smith

CRJ 104 was updated for CI-D approval. Changes were made to the course description.

It was moved by Kevin Eoff and seconded by Scott Peterson to approve the Face-to-Face method on CRJ 104. All members in favor; motion carried.

It was moved by Scott Peterson and seconded by Mike Rhoads to remove all Distance Education method on CRJ 104. All members in favor; motion carried.

4. CRJ 115 Introduction to Law Enforcement and Corrections..... William Smith

CRJ 115 was updated for CI-D approval. Changes were made to the course description.

It was moved by Kevin Eoff and seconded by Scott Peterson to approve the Face-to-Face method on CRJ 115. All members in favor; motion carried.

It was moved by Scott Peterson and seconded by Mike Rhoads to remove all Distance Education method on CRJ 115. All members in favor; motion carried.

5. CRJ 120 Community Relations..... William Smith

CRJ 120 was updated for CI-D approval. Changes were made to the course description.

It was moved by Kevin Eoff and seconded by Scott Peterson to approve the Face-to-Face method on CRJ 120. All members in favor; motion carried.

It was moved by Scott Peterson and seconded by Mike Rhoads to remove all Distance Education method on CRJ 120. All members in favor; motion carried.

6. CRJ 164 Laws of Arrest, Search and Seizures..... William Smith

CRJ 164 was updated for CI-D approval.

It was moved by Kevin Eoff and seconded by Scott Peterson to approve the Face-to-Face method on CRJ 164. All members in favor; motion carried.

It was moved by Scott Peterson and seconded by Mike Rhoads to remove all Distance Education method on CRJ 164. All members in favor; motion carried.

7. CRJ 165 Arrest & Firearms..... William Smith

CRJ 165 was updated for CI-D approval.

It was moved by Kevin Eoff and seconded by Scott Peterson to approve the Face-to-Face method on CRJ 165. All members in favor; motion carried.

It was moved by Scott Peterson and seconded by Mike Rhoads to remove all Distance Education method on CRJ 165. All members in favor; motion carried.

8. CRJ 206 Legal Aspects of Evidence William Smith

CRJ 206 was updated for CI-D approval. Changes were made to the course description.

It was moved by Kevin Eoff and seconded by Scott Peterson to approve the Face-to-Face method on CRJ 206. All members in favor; motion carried.

It was moved by Scott Peterson and seconded by Mike Rhoads to remove all Distance Education method on CRJ 206. All members in favor; motion carried.

9. MAN 106 Personnel Management Sarah Frid

It was moved by David Silva and seconded by Paul Shibalovich to return MAN 106 to the division with a recommendation to review and revise the SLOs. All members in favor; motion carried.

10. SOC 111 Marriage and the Family..... Lupita Andrade

Lupita Andrade informed the committee that SOC 111 outline has been revised; new textbook and a prerequisite of ENG 099 has been added.

It was moved by David Silva and seconded by Carlos Medina to approve Face-to-Face method on SOC 111 (with changes). All members in favor; motion carried.

It was moved by Carlos Medina and seconded by David Silva to approve the Distance Education method on SOC 111. All members in favor; motion carried.

It was moved by David Silva and seconded by Mike Rhoads to approve the Correspondence Education method on SOC 111. All members in favor: motion carried.

11. SPA 101 Elementary Spanish I Carlos Medina

The prerequisites were removed; SLO's and textbook were added to the course outline.

It was moved by Kevin Eoff and seconded by David Silva to approve the Face-to-Face method on SPA 101. All members in favor; motion carried.

It was moved by Kevin Eoff and seconded by Paul Shibalovich to approve the Distance Education method on SPA 101. All members in favor; motion carried.

It was moved by Kevin Eoff and seconded by Scott Peterson to approve the Correspondence Education method on SPA 101. All members in favor: motion carried.

C. Courses and Programs to be Placed on Inactive Status

12. NUR 101 Certified Home Health Aide Sharron Burgeson

It was moved by Paul Shibalovich and seconded by David Silva to place CHHA on Inactive Status. All members in favor; motion carried.

D. Courses and Programs to be Deleted from the Catalog

1. BIO 080 Supplemental Instruction for Biological Sciences Solomon Osayande
2. BIO 115 Evolution..... Solomon Osayande
3. HEA 080 Supplemental Skills for Health and Nursing Sharron Burgeson

Request to delete HEA 080 from the catalog and placed in FST. It was agreed to table to the next meeting.

4. HEA 142 Community First Aid..... Sharron Burgeson

It was requested to delete HEA 142 from the catalog; course will be placed in FST. It was agreed to table to the next meeting.

5. HEA 159 First Responder Medical Sharron Burgeson

It was moved by Scott Peterson and seconded by Paul Shibalovich to table HEA 080, HEA 142 and HEA 159 until the next meeting. All members in favor; motion carried.

6. NUR 108 Nutrition I Sharron Burgeson
7. NUR 111 Nutrition II Sharron Burgeson
8. NUR 113 Assessment Skills for the Certified Nursing Assistant..... Sharron Burgeson
9. Certified Home Health Aide Certificate..... Sharron Burgeson
10. IV Therapy Certificate Sharron Burgeson
11. Emergency Medical Technician Refresher Sharron Burgeson

It was moved by Scott Peterson and seconded by Carlos Medina to table EMS Refresher to the next meeting. All members in favor; motion carried.

It was moved by David Silva and seconded by Paul Shibalovich to delete BIO 080, BIO 115, NUR 108, NUR 111, NUR 113, CHHA Certificate and IV Therapy Certificate from the course catalog. All members in favor; motion carried.

VIII. Next Meeting –

Committee/Information Item

Next curriculum meeting is scheduled on April 11, 2013 at 3:00 p.m. in CL 129.

IX. Adjournment of Meeting

Hortensia Rivera

Being no further business, the meeting adjourned at 4:05 p.m.