

PALO VERDE COMMUNITY COLLEGE DISTRICT CURRICULUM COMMITTEE

MINUTES

Tuesday, September 12, 2013

3:00 p.m.

CL 130

I. Opening of Meeting

Meeting is called to order by [Hortensia Rivera](#) at 3:07p.m.

A. Roll Call

ASG Representative	Absent
Derek Cople, Division Chair	Present
Kevin Eoff, Division Chair	Present
Carlos Medina, Division Chair	Present
Scott Peterson, Division Chair	Absent
Sheri Jones, Co-Chair	Absent
Mike Rhoades, Division Chair	Present
Hortensia Rivera, Co-Chair	Present
Paul Shibalovich, Division Chair	Present
David Silva, Division Chair	Present

Ex-Officio Members

Irma Dagnino, Articulation Officer	Present
June Turner, Librarian	Absent
Shelley Hamilton, Director of A&R	Absent

Guest(s): [Silvia Lainez and Esther Rice](#)

Recorder: [Esther Rice](#)

II. Approval of Agenda and Minutes

A. Approval of Agenda

It was moved by [Kevin Eoff](#) and seconded by [Paul Shibalovich](#) to approve this agenda.

- [CHD-260](#) was added to the agenda.
- [Medina](#) made a motion to table [BUS-202](#) until the next meeting. [Mike Rhoades](#) seconded the motion.

B. Approval of Minutes

It was moved by [Paul Shibalovich](#) and seconded by [Carlos Medina](#) to approve the minutes from the [5/23/13](#) and [5/29/13](#) meeting(s).

III. Articulation Report

[No articulation report](#) was presented.

IV. Discussion and Information Items

1. Curriculum “Issues” that need to be fixed

Irma Dagnino reported that she is still working on CID & TMC courses; TMC assures admission to CSU (AA), CID courses must match. She informed the committee that all CID courses must be approved by June 2014 to be a valid AA. Irma reported that after CID was denied for CRJ courses, changes were made by the division and resubmitted; they are now approved. She also reported that CID approved the changes to the SOC courses. Irma informed the committee that the only issue left is that they are now working on transferring info to the new template.

2. Outdated COR’s that need updating

Tencha sent out an updated grid of all the outdated COR’s and suggested that each division decide to delete, inactive, etc., their designated COR’s so that everything is cleaned up prior to the accreditation visit in March. Tencha informed the committee that she and Naomi are working on a new COR template. She stressed that the current template will not be completely overhauled but rather improved in some DATA elements and gray areas for faculty to have easier accessibility. Carlos Medina and Derek Copple suggested that the final draft of the new COR template be brought to Academic Senate as an information item.

3. Biweekly meetings vs Monthly meetings

Tencha informed the committee that the purpose of the Technical Review committee is to review COR’s prior to them going to the Curriculum Committee. Technical Review will inform the instructor and/or division of any mistakes, problems, etc., so that the COR can be cleaned up prior to going to the Curriculum Committee. Tencha asked for volunteers to serve on the Technical Review. The committee currently consists of Naomi, Tencha, Irma and Sheri. Kevin Eoff volunteered to serve on the committee and Carlos Medina withdrew his participation on the committee. Kevin questioned when the Technical Review Committee would meet. He said he is available to meet anytime on Thursdays; Tuesdays would be more difficult for him. The day and time the Technical Review Committee meets will be reviewed and possibly changed. Tencha encouraged faculty to attend the Technical Review Committee if their COR is being reviewed; Irma Dagnino agreed and felt this should be enforced. Irma stressed the importance for the faculty and/or division chair to be present.

Irma made a motion to require that the Instructor of Record and/or Division Chair and/or designee be present at the Technical Review Committee meeting at the time their COR is being reviewed. If the party or parties are not present their COR will be removed from the Curriculum Committee’s agenda until they are able to do so. Kevin Eoff seconded the motion. Motion carried.

Tencha suggested that Technical Review meet two weeks prior to the Curriculum Committee Meeting. She will create a calendar and send it out prior to the next meeting.

V. Action Items

A. New and Revised Courses and Programs

1. ART-200: Non-Substantial, F2F and CE

Silvia will go through the COR and highlight all of the necessary corrections that need to be made. Derek Copple made a motion for Tencha to email all Instructors of Record notifying them of any mistakes that must be made to their COR. Kevin Eoff seconds the motion. Motion carried.

2. ESL-088: Substantial, F2F: This item was tabled.

3. FST-121: New, F2F: This item was tabled.
Irma Dagnino made a motion to table all items for which there is no representation present: FST 121 and ESL 088. Mike Rhoades seconded the motion. Motion carried.
4. MAT-210: Non-Substantial, F2F, CE and DE
Paul Shibalovich stated that he only made minor changes: new textbook and split the run-on SLO into two.

Irma Dagnino made a motion to approve F2F. Carlos Medina seconded the motion. Motion carried.
Mike Rhoades made a motion to approve CE. Paul Shibalovich seconded the motion. Motion carried.
Carlos Medina made a motion to approve DE. Mike Rhoades seconded the motion. Motion carried.

5. MAT-226: Non-Substantial, F2F, CE and DE
Paul Shibalovich stated he has only made changes to the textbook.

Mike Rhoades made a motion to approve F2F. Paul Shibalovich seconded the motion. Motion carried.
Paul Shibalovich made a motion to approve CE. Derek Cople seconded the motion. Motion carried.
Mike Rhoades made a motion to approve DE. Kevin Eoff seconded the motion. Motion carried.

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| } | <ol style="list-style-type: none"> 6. Automotive Technology – Certificate of Achievement 7. Building Construction Technology – A.S. Degree 8. Welding Technology – A.S. Degree 9. Certificate of Achievement – Certificate of Achievement | } |
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Items 6, 7, 8, and 9 were grouped together.

Irma informed the committee of the following:

- Automotive Technology – Certificate of Achievement: AUT 100 will now be offered as an elective every other semester as part of the cohort.
- The Building Construction Technology A.S. degree has been cleaned-up and now follows Mike Rhoades’s cohort for his two-year schedule.
- The Welding Technology A.S. degree has changed electives language as it was previously unclear and didn’t list a subject area. 100 and 200 and blueprint courses will now meet the elective area.
- Item 9 should have been Welding Technology – Certificate of Achievement. The certificate now falls within the cohort and is cleaned up and easier for students to follow. Elective courses were added, including blueprint reading.

Kevin Eoff made a motion to approve and Carlos Medina seconded the motion. Motion carried. Irma Dagnino suggested that items 6 through 9 be included in the new catalog.

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| } | <ol style="list-style-type: none"> 10. NUR-100: Non-Substantial, F2F 11. NUR-103: Non-Substantial, F2F 12. NUR-106: Non-Substantial, F2F 13. NUR-109: Non-Substantial, F2F 14. NUR-112: Non-Substantial, F2F 15. NUR-118: Substantial, F2F 16. NUR-120: Non-Substantial, F2F 17. NUR-121: Non-Substantial, F2F 18. NUR-124: Non-Substantial, F2F 19. NUR-127: Substantial, F2F | } |
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Derek Cople informed the committee that items 10 through 19 were cleaned up with minimal changes to the pre and co requisites.

Mike Rhoades made a motion to approve items 10 through 19 for F2F. Irma Dagnino seconded the motion. Motion carried.

20. CHD-260: New, DE

Bruce Wallace informed the committee that this is a new course for CDC teachers. It is a class that trains Early Childhood Educators on software that the College purchased. It is currently a CHD-290 prototype and is in Spanish and English. Kevin Eoff stated it has great potential for high enrollment. This is a stand-alone course.

Mike Rhoades made a motion to approve CHD-260 for DE. Derek Copple seconded the motion. Motion carried.

Bruce Wallace asked for this class to be included in the catalog after Board Approval.

B. Courses and Programs to be Placed on Inactive Status

1. None at this time.

C. Courses and Programs to be Deleted

1. None at this time.

VI. Upcoming Meetings

- October 10, 2013
- November 14, 2013

VII. Adjournment of Meeting

This meeting was adjourned at 4:08 p.m.