



**PALO VERDE COLLEGE
Curriculum Committee**

Minutes

**October 16, 2003
3:00 p.m.
CL 129**

I. Call to Order

William Smith

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

| | | | | | |
|--------------------|-------|-----------------------|-------|-----------------|-------|
| Erika Atkins (ASB) | _____ | Linda Martin | ✓ | Shawn Willsey | _____ |
| Jana Carter | ✓ | Mickey Miranda-Copple | _____ | Dyan Perley | _____ |
| Hortensia DeLeon | _____ | David Silva | ✓ | Brian Thieboux | ✓ |
| Chris Jones-Cage | ✓ | William Smith | ✓ | Melinda Walnoha | ✓ |
| Greg Larson | ✓ | Sue Valenzuela | _____ | | _____ |

Guest(s): Donna Hord, Eric Eikenberry
Recorder: Lisa Holmes

II. Approval of Agenda – October 16, 2003

Action Item

It was moved by Brian Thieboux and seconded by Greg Larson to approve the agenda of October 16, 2003 with changes noted. All members in favor; motion carried.

The date on the agenda was incorrect, needs to be changed to read October 16, 2003; add "Separate Review of Distance Education Courses" under New Business; add JOU 101 under Section V., item B. as a revised course.

III. Approval of Minutes – September 18, 2003

Action Item

It was moved by Brian Thieboux and seconded by Chris Jones-Cage to approve the minutes of September 18, 2003 with changes noted. All members in favor; motion carried.

Brian Thieboux was incorrectly listed as being present at the September meeting.

IV. Old Business

Information/Action Items

None

V. New Business

- A. Separate Review of Distance Education Courses William Smith

Willie Smith and Linda Martin explained the need for a separate review of the distance education courses AND justification of ALL prerequisites for ALL courses.

It was moved by Brian Thieboux and seconded by Willie Smith to do a separate review of distance education courses and justify ALL prerequisites for ALL courses. All members in favor; motion carried.

It was moved by Brian Thieboux and seconded by Jana Carter to have the separate review of distance education courses done by February 2004. All members in favor; motion carried.

It was moved by Jana Carter and seconded by Brian Thieboux to have prerequisite justification done by April 2004. All members in favor; motion carried.

- B. Approval of new Business Studies certificate program..... Brian Thieboux

It was moved by Jana Carter and seconded by David Silva to approve the Business Studies certificate to be effective with the 2004-2005 catalog. All members in favor; motion carried.

- C. Approval of New, Revised and Updated Course Outlines:

- 1. ABE 020 – Court Appointed Special Advocate Volunteer Training (NEW) Eric Eikenberry
- 2. ABE 021 – Spanish Literacy I (NEW)..... Leticia Guilin
- 3. ABE 022 – Spanish Literacy II (NEW)..... Leticia Guilin
- 4. ABE 024 – CDL Bus Operator License (NEW) Eric Eikenberry

It was moved by Brian Thieboux and seconded by Chris Jones-Cage to approve items 1-4 as new courses. All members in favor; motion carried.

- 5. ADJ 164 – Defensive Driving Training (NEW)..... Eric Eikenberry
- 6. ADJ 165 – Drug Recognition Evaluator Instructor (NEW) Eric Eikenberry
- 7. ADJ 186 - EEO Counselor Recertification (NEW)..... Eric Eikenberry
- 8. ADJ 187 - EEO Investigator Recertification (NEW)..... Eric Eikenberry
- 9. ADJ 163 - Emergency Vehicle Operations (NEW) Eric Eikenberry
- 10. ADJ 161 - Enhanced Officer Safety Training (NEW) Eric Eikenberry
- 11. ADJ 153 - Motorcoach/Bus Inspection Training (NEW)..... Eric Eikenberry
- 12. ADJ 233 - Public Safety Dispatcher Refresher Training (NEW) Eric Eikenberry
- 13. ADJ ___ - Racial Profiling Training (NEW)..... Eric Eikenberry
- 14. ADJ 144 - Radioactive Materials Response and Enforcement (NEW)..... Eric Eikenberry
- 15. ADJ 183 - SFST Preschool Instructor (NEW) Eric Eikenberry

It was moved by Jana Carter and seconded by Brian Thieboux to approve items 5-12 and 14-15 as new courses with the Instruction Office to assign numbers, with recommendation to check prerequisites more closely, and to postpone item 13 for further review by the Outreach Programs office. All members in favor; motion carried.

16. AST 110 – Astronomy: Beyond the Solar System (NEW)Alejandro Garcia

It was moved by Jana Carter and seconded by David Silva to approve AST 110 as a new course. All members in favor; motion carried.

17. CHD ___ - Child Abuse and Neglect (NEW).....Dana Rethwisch

It was moved by Chris Jones-Cage and seconded by Greg Larson to postpone item 17 for further review by the division. All members in favor; motion carried.

18. CIS 139 – Introduction to Programming (UPDATED)..... Bill Ponder

It was moved by Jana Carter and seconded by Brian Thieboux to approve CIS 139 as an updated course. All members in favor; motion carried.

19. CRJ 179 - Search and Rescue Field Practice (NEW) Joel Hudson

20. FST 110 – River and Flood Rescue Operations (REVISED)..... Dave Ferguson

21. FST 111 – River and Flood Rescue Technician (REVISED) Dave Ferguson

It was moved by Brian Thieboux and seconded by Greg Larson to approve items 19-21 as revised courses with changes noted. All members in favor; motion carried.

Changes were made to the title, units, hours and descriptions of all courses.

22. NUR 114 - Understanding Human Growth and Behavior, LVN (NEW) Chris Jones-Cage

It was moved by Brian Thieboux and seconded by Jana Carter to approve item 22 as a new course with the Instruction Office to assign a number. All members in favor; motion carried.

23. PHE 128 – Beginning Volleyball II (UPDATED) Brian Thieboux

24. PHE 130 – Advanced Volleyball IV (UPDATED)..... Brian Thieboux

It was moved by Brian Thieboux and seconded by David Silva to postpone items 23-24 for further review/discussion by the division. All members in favor; motion carried.

VI. Discussion/Information Items

VII. Next Meeting – November 20, 2003

Committee/Information Item

VIII. Adjournment of Meeting

William Smith

Being no further business, the meeting adjourned at 4:55 p.m.

It was moved by David Silva and seconded by Greg Larson to adjourn the meeting of October 16, 2003 at 4:55 p.m. All members in favor; motion carried.