



# PALO VERDE COLLEGE Curriculum Committee

## Minutes

November 10, 2004  
3:00 p.m.  
CL 129

### I. Call to Order

Mickey Miranda-Copple

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

|                    |          |                       |               |                 |               |
|--------------------|----------|-----------------------|---------------|-----------------|---------------|
| (ASB)              | <u>✓</u> | Mickey Miranda-Copple | <u>✓</u>      | Jim Vikse       | <u>✓</u>      |
| Hortensia De Leon  | <u>✓</u> | Sandra Sher           | <u>✓</u>      | Brian Thieboux  | <u>      </u> |
| Doretha Jones      | <u>✓</u> | David Silva           | <u>✓</u>      | June Turner     | <u>✓</u>      |
| Chris Jones-Cage   | <u>✓</u> | William Smith         | <u>      </u> | Melinda Walnoha | <u>      </u> |
| Applewhite Minyard | <u>✓</u> | Sue Valenzuela        | <u>      </u> |                 | <u>      </u> |

Guest(s): Bill Ward, George Walters, Vicki Attaway, Corina Richards

Recorder: Lisa Holmes

### II. Approval of Agenda – November 10, 2004

Action Item

**It was moved by France Ward and seconded by Jim Vikse to approve the agenda of November 10, 2004. All members in favor; motion carried.**

### III. Approval of Minutes – October 14, 2004

Action Item

**It was moved by Sandra Sher and seconded by Applewhite Minyard to approve the minutes of October 14, 2004. All members in favor; motion carried.**

### IV. Old Business

Information/Action Items

A. Approval of New, Revised and Updated Course Outlines:

1. New Courses

|                              |      |
|------------------------------|------|
| a. Water Technology I .....  | Ward |
| b. Water Technology II ..... | Ward |

**It was moved by Sandra Sher and seconded by Applewhite Minyard to approve Water Technology I (WTE 101) and Water Technology II (WTE 102) as new courses. All members in favor; motion carried.**

### V. New Business

Information/Action Items

A. Approval of New, Revised and Updated Programs:

Certificate in Building Technology..... Jim Vikse

**It was moved by Chris Jones-Cage and seconded by Sandra Sher to approve the revised Building Technology Certificate. The MAT 084, Elementary Algebra requirement was removed from the certificate. All members in favor; motion carried.**

B. Approval of New, Revised and Updated Course Outlines:

1. New Courses

a. AUT 105 – Automotive Technology: Principles, Diagnosis, and Service .....Walters

**It was moved by France Ward and seconded by Sandra Sher to approve AUT 105 as a new course. All members in favor; motion carried.**

b. BCT 127 - Domestic Refrigeration ..... Jerry Lewis

c. BCT 126 - Principles of Heating, Air Conditioning and Refrigeration ..... Jerry Lewis

**It was moved by Sandra Sher and seconded by Applewhite Minyard to approve Domestic Refrigeration (BCT 127) and Principles of Heating, Air Conditioning and Refrigeration (BCT 126) as new courses. All members in favor; motion carried.**

3. Revised Courses

a. ABE 020 – Court Appointed Special Advocate Training .....Entwistle

b. ABE 064 – Basic Principles of Sewing .....Entwistle

c. ABE 069 – Vocational Conversational Spanish I .....Entwistle

d. ABE 099 – Accessing the Internet .....Entwistle

**It was moved by David Silva and seconded by Chris Jones-Cage to approve ABE 020, ABE 064, ABE 069, and ABE 099 as revised courses with changes noted. All members in favor; motion carried.**

*Changes were made to the hours of the courses, to separate the lecture portion from the laboratory portion.*

e. CIS 265 – Adobe Photoshop .....Martin

**It was moved by Doretha Jones and seconded by Chris Jones-Cage to approve CIS 265 as a revised course with changes noted. All members in favor; motion carried.**

*Changes were made to the hours of the courses, to separate the lecture portion from the laboratory portion.*

f. NBE 013 – Quick and Easy Crafts and Decorations .....Entwistle

g. NBE 038 – Folk Guitar .....Entwistle

h. NBE 039 – Sewing Made Simple .....Entwistle

i. NBE 057 – Cake Decoration .....Entwistle

j. NBE 059 – Basic Gas Tungsten Arc Welding .....Entwistle

k. NBE 072 – Genealogy – Trace Your Roots .....Entwistle

l. NBE 076 – Vocal Ensemble .....Entwistle

m. NBE 079 – Quilting .....Entwistle

- n. NBE 082 – Computer Maintenance.....Entwistle
- o. NBE 093 – Presentation Software .....Entwistle
- p. NBE 095 - Shielded Metal Arc Welding .....Entwistle

**It was moved by David Silva and seconded by Chris Jones-Cage to approve items f-p as a revised course with changes noted. All members in favor; motion carried.**

*Changes were made to the hours of the courses, to separate the lecture portion from the laboratory portion.*

**VI. Discussion/Information Items**

**VII. Next Meeting –** Committee/Information Item

December 16, 2004 at 3:00 p.m. in CL129

**VIII. Adjournment of Meeting** Mickey Miranda-Copple

Being no further business, the meeting adjourned at 3:55 p.m.