



**PALO VERDE COLLEGE
Curriculum Committee**

Minutes

May 20, 2004
4:00 p.m.
CL 129

I. Call to Order

William Smith

Meeting called to order at 4:02 p.m. with the following members in attendance:

(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): Nicole James, Leticia Guilin, Victoria Bresee, Sandra Sher
Recorder: Lisa Holmes

II. Approval of Agenda – May 20, 2004

Action Item

Linda Martin added Melinda Walnoha to the agenda to discuss GPA.

It was moved by Mickey Miranda-Copple and seconded by Chris Jones-Cage to approve the agenda for May 20, 2004 with the revisions. All members in favor; motion carried.

III. Approval of Minutes – April 8, 2004

Action Item

It was moved by Mickey Miranda-Copple and seconded by Chris Jones-Cage to approve the minutes for April 8, 2004. All members in favor; motion carried.

IV. Old Business

Information/Action Items

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

1. OFA 136 Shorthand I, Beginning Theory Part 1.....Reva Gilmore
2. OFA 137 Shorthand I, Beginning Theory Part 2.....Reva Gilmore
3. OFA 138 Shorthand I, Beginning Theory Part 3.....Reva Gilmore
4. OFA 139 Shorthand I, Beginning Theory Part 4.....Reva Gilmore
5. OFA 236 Shorthand II, Intermediate Transcription, Part 1Reva Gilmore
6. OFA 237 Shorthand II, Intermediate Transcription, Part 2Reva Gilmore
7. OFA 238 Shorthand II, Intermediate Transcription, Part 3Reva Gilmore
8. OFA 239 Shorthand II, Intermediate Transcription, Part 4Reva Gilmore
9. OFA 246 Shorthand III, Expert Transcription, Part 1Reva Gilmore

- 10. OFA 247 Shorthand III, Expert Transcription, Part 2Reva Gilmore
- 11. OFA 248 Shorthand III, Expert Transcription, Part 3Reva Gilmore
- 12. OFA 249 Shorthand III, Expert Transcription, Part 4Reva Gilmore

It was moved by Mickey Miranda-Copple and seconded by Chris Jones-Cage to approve the agenda for May 20, 2004 with the revisions. All members in favor; motion carried.

The hours were changed to 4 hours lecture and 1 hour laboratory.

V. New Business Information/Action Items

- A. Grade Point Average.....Melinda Walnoha

Melinda explained to the committee that the college cannot include courses in the GPA that are not degree applicable. Math 080, 081 and 082 need to be changed to CR/NC to reflect this.

It was moved by Brian Thieboux and seconded by Shawn Willsey to recommend to the Math & Science division to make these courses CR/NC.

It was then mentioned that the change needs to be made now so that the changes will be printed in the new catalog.

It was moved by Brian Thieboux and seconded by Shawn Willsey to change the courses to CR/NC. All members in favor; motion carried.

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

- 1. Prerequisite Justification

- ADS 150 Seminar – Practicum for Alcohol and Drug Studies.....Chris Jones-Cage

- It was moved by Jana Carter and seconded by Brian Thieboux to approve the prerequisite justification for ADS 150. All members in favor; motion carried.**

- 2. New Courses

- a. ADJ 156 Bulk Packaging Inspection RefresherMaggie Orchard

- It was moved by Jana Carter and seconded by Brian Thieboux to approve ADJ 156 as a new course. All members in favor; motion carried.**

- b. ADS 104 Addiction Prevention Education and Outreach – Referral Jones-Cage

- c. ADS 105 Dual Diagnosis and Mental Health Issues.....Chris Jones-Cage

- d. ADS 107 Group and Family Processes.....Chris Jones-Cage

- e. ADS 150 Seminar – Practicum for Alcohol and Drug StudiesChris Jones-Cage

- It was moved by Jana Carter and seconded by Brian Thieboux to approve ADS 104, ADS 105 and ADS 107 as new courses and to postpone ADS 150 until the next meeting for further review by the initiator. All members in favor; motion carried.**

- f. ENG 087 Supplemental Instruction for Basic Writing I Jana Carter
- g. ENG 088 Supplemental Instruction for Basic Writing II Jana Carter

It was moved by Brian Thieboux and seconded by Shawn Willsey to approve ENG 087 and ENG 088 as new courses. All members in favor; motion carried.

- h. NUR 117 – Nutrition I and II for LVN's.....Sue Valenzuela

It was moved by Brian Thieboux and seconded by Chris Jones-Cage to approve NUR 117 as a new course. All members in favor; motion carried.

- i. POS 101 – Introduction to Political Science Amy Colon

It was moved by Jana Carter and seconded by Brian Thieboux to approve POS 101 as a new course. All members in favor; motion carried.

- j. SPA 100 – Reading and Writing Improvement for the Spanish Speaker...L. Guilin

It was moved by Jana Carter and seconded by Brian Thieboux to postpone SPA 100. All members in favor; motion carried.

3. Revised Courses

- a. ABE 020 Court Appointed Special Advocate Volunteer Training Rhonda Entwistle

It was moved by Jana Carter and seconded by Brian Thieboux to approve ABE 020 as a revised course with changes noted. All members in favor; motion carried.

Changes were made to the hours, prerequisite and description.

- b. ABE 021 Spanish Literacy for the ESL Learner Leticia Guilin

It was moved by Jana Carter and seconded by Brian Thieboux to approve ABE 021 as a revised course with changes noted. All members in favor; motion carried.

Changes were made to the prerequisite and description.

- c. ABE 068 Process of Parenting..... Rhonda Entwistle

It was moved by Jana Carter and seconded by Brian Thieboux to approve ABE 068 as a revised course with changes noted. All members in favor; motion carried.

Changes were made to the hours and description.

- d. ABE 078 Basic Electricity..... Rhonda Entwistle

It was moved by Brian Thieboux and seconded by Sue Valenzuela to approve ABE 078 as a revised course with changes noted. All members

in favor; motion carried.

Changes were made to the title, hours, description.

e. ABE 085 Substance Abuse & Control..... Rhonda Entwistle

It was moved by Jana Carter and seconded by Brian Thieboux to approve ABE 085 as a revised course with changes noted. All members in favor; motion carried.

Changes were made to the hours and description.

f. ADS 102 Pharmacology and Physiological Effects of Addiction...Chris Jones-Cage

g. ADS 103 Case Management and DocumentationChris Jones-Cage

It was moved by Jana Carter and seconded by Brian Thieboux to approve ADS 102 and ADS 103 as revised courses with changes noted. All members in favor; motion carried.

The prerequisites were removed from ADS 102 and ADS 103.

h. CHD 115 Introduction to Early Childhood Education..... Jana Carter

i. CHD 125 Child, Family, and the Community Jana Carter

j. CHD 130 Art for Early Childhood Jana Carter

k. CHD 135 Literature for Early Childhood Jana Carter

l. CHD 201 Human Growth and Development..... Jana Carter

m. CHD 220 Infants and Toddlers Jana Carter

n. CHD 230 Nutrition, Health, and Safety..... Jana Carter

o. CHD 235 Music for Early Childhood..... Jana Carter

p. CHD 280 Selected Topics in Child Development..... Jana Carter

q. CHD 290 Selected Studies in Child Development Jana Carter

It was moved by Mickey Copple and seconded by Chris Jones-Cage to approve the Child Development courses as revised courses with changes noted. All members in favor; motion carried.

Changes were made to the descriptions on items h-q. The hours were changed on CHD 130, CHD 280 and CHD 290 and there were title changes on CHD 201 and CHD 235.

r. ENG 081 Basic Writing I Jana Carter

s. ENG 082 Basic Writing II..... Jana Carter

It was moved by Brian Thieboux and seconded by Shawn Willsey to approve ENG 081 and ENG 082 as revised courses with changes noted. All members in favor; motion carried.

Changes were made to the titles, hours, units and descriptions for ENG 081 and 082.

t. NBE 071 Basic Plumbing Rhonda Entwistle

It was moved by Jana Carter and seconded by Brian Thieboux to approve NBE 071 as a revised course with changes noted. All members in favor; motion carried.

Changes were made to the title, hours and description for NBE 071.

u. NBE 075 Household Repairs..... Rhonda Entwistle

It was moved by Jana Carter and seconded by Brian Thieboux to approve NBE 075 as a revised course with changes noted. All members in favor; motion carried.

Changes were made to the hours and description for NBE 075.

v. NUR 102 Introduction to Anatomy and Physiology for Allied Health S. Valenzuela

It was moved by Brian Thieboux and seconded by Mickey Copple to approve NUR 102 as a revised course with changes noted. All members in favor; motion carried.

Changes were made to the prerequisite and description for NUR 102.

VI. Discussion/Information Items

VII. Next Meeting –

Committee/Information Item

VIII. Adjournment of Meeting

William Smith

Being no further business, the meeting adjourned at 5:25 p.m.

