



# PALO VERDE COLLEGE Curriculum Committee

## Minutes

September 16, 2004  
3:00 p.m.  
CL 129

### I. Call to Order

William Smith

Meeting called to order at 3:08 p.m. with the following members in attendance:

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

Guest(s): Elva Arellano-Chavez, George Walters, Sioux Stoeckle, Corina Richards  
Recorder: Lisa Holmes

### II. Approval of Agenda – *September 16, 2004*

Action Item

Two new courses were added to the agenda; Cultural Geography and World Geography.

**It was moved by Hortensia De Leon and seconded by Chris Jones-Cage to approve the agenda for September 16, 2004 with the revisions. All members in favor; motion carried.**

### III. Approval of Minutes – *May 20, 2004*

Action Item

**It was moved by Doretha Jones and seconded by Sandra Sher to approve the minutes for May 20, 2004. All members in favor; motion carried.**

### IV. Old Business

Information/Action Items

### V. New Business

Information/Action Items

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

#### 1. Prerequisite Justification

- a. ENG 081 – Basic Writing I ..... Thiebaut
- b. ENG 082 – Basic Writing II ..... Thiebaut
- c. NUR 103 – Introduction to Pharmacology I ..... Valenzuela

- d. NUR 104 – Fundamentals of Nursing ..... Valenzuela
- e. NUR 106 – Introduction to Pharmacology II ..... Valenzuela
- f. NUR 109 – Medical-Surgical Nursing I..... Valenzuela
- g. NUR 112 – Medical-Surgical Nursing II..... Valenzuela
- h. NUR 116 – Fast Track Fundamentals ..... Valenzuela
- i. NUR XXX – Fast Track Medical-Surgical Clinical..... Valenzuela
- j. NUR XXX – Fast Track Medical-Surgical Lecture..... Valenzuela

**It was moved by Brian Thieboux and seconded by Doretha Jones to approve the prerequisite justification for items a-j. All members in favor; motion carried.**

2. New Courses

- a. ADS 108 – Codependency and Family Systems ..... Jones-Cage
- b. ADS 109 – Substance Abuse in Special Populations..... Jones-Cage
- c. ADS 150 – Seminar – Practicum for Alcohol and Drug Studies ..... Jones-Cage

**It was moved by Brian Thieboux and seconded by Sandra Sher to approve the ADS 108, 109 and 150 as new courses. All members in favor; motion carried.**

- d. ENG XXX – Supplementary Instruction for Introduction to Writing .....Stoeckle

**It was moved by Brian Thieboux and seconded by Chris Jones-Cage to approve ENG XXX as a new course with the Instruction Office to assign a course number (ENG 086 was assigned). All members in favor; motion carried.**

- e. FST XXX – Introduction to Weapons of Mass Destruction .....Walters

**It was moved by Chris Jones-Cage and seconded by Brian Thieboux to approve FST XXX as a new course with the Instruction Office to assign a course number (FST 177 was assigned). All members in favor; motion carried.**

- f. NUR XXX – Fast Track Medical-Surgical Clinical ..... Valenzuela
- g. NUR XXX – Fast Track Medical-Surgical Lecture ..... Valenzuela

**It was moved by Sandra Sher and seconded by Doretha Jones to approve NUR XXX – Fast Track Medical-Surgical Clinical and NUR XXX – Fast Track Medical-Surgical Lecture as new courses with the Instruction Office to assign course numbers (NUR 143 was assigned to Lecture course and NUR 144 was assigned to Clinical course). All members in favor; motion carried.**

- h. GEO XXX – World Geography .....Clinton
- i. GEO XXX – Cultural Geography .....Clinton

**It was moved by Brian Thieboux and seconded by Chris Jones-Cage to approve GEO XXX – World Geography and GEO XXX – Cultural Geography as new courses with the Instruction Office to assign course numbers (GEO 103 was assigned to World Geography and GEO 104 was assigned to Cultural Geography). All members in favor; motion carried.**

3. Revised Courses

- a. ENG 080 – Introduction to Writing .....Stoeckle
  - b. ENG 081 – Basic Writing I ..... Thieboux
  - c. ENG 082 – Basic Writing II ..... Thieboux
  - d. ENG 087 – Supplemental Instruction for Basic Writing I ..... Thieboux
  - e. ENG 088 – Supplemental Instruction for Basic Writing II ..... Thieboux
- Changes: ENG 080- Title, units, hours, prerequisite/corequisite and course description; ENG 081 – Prerequisite/corequisite, and course description; ENG 082 – Corequisite and course description; ENG 087 – Corequisite and course description; ENG 088 – Corequisite and course description.*

**It was moved by Chris Jones-Cage and seconded by Brian Thieboux to approve items a-e as revised courses (effective Spring 05) with changes noted. All members in favor; motion carried.**

- f. HEA 161 – EMT Refresher ..... Valenzuela
- Changes: Hours and units.*

**It was moved by Applewhite Minyard and seconded by Brian Thieboux to approve HEA 161 as a revised course (effective Fall 04) with changes noted. All members in favor; motion carried.**

- g. MAT 084 – Elementary Algebra .....Raman
  - h. MAT 088 – Intermediate Algebra .....Raman
- Changes: Title and hours.*

**It was moved by Sue Valenzuela and seconded by Chris Jones-Cage to approve MAT 084 and MAT 088 as revised courses (effective Spring 05) with changes noted. All members in favor; motion carried.**

- g. NUR 103 – Introduction to Pharmacology I ..... Valenzuela
- h. NUR 104 – Fundamentals of Nursing ..... Valenzuela
- i. NUR 106 – Introduction to Pharmacology II ..... Valenzuela
- j. NUR 109 – Medical-Surgical Nursing I ..... Valenzuela
- k. NUR 112 – Medical-Surgical Nursing II ..... Valenzuela
- l. NUR 116 – Fast Track LVN Fundamentals ..... Valenzuela

*Changes: NUR 103 – Course description; NUR 104 – Units and hours; NUR 106 – Title and course description; NUR 109 – Hours; NUR 112 – Hours, Corequisite and course description; NUR 116 – Units and hours.*

**It was moved by Doretha Jones and seconded by Sandra Sher to approve items g-l as revised courses (effective Spring 05) with changes noted. All members in favor; motion carried.**

**VI. Discussion/Information Items**

- David Silva suggested that the course outline or the division approval form include a place where the course initiator can state what degrees/certificates the course effects and when the course becomes effective.
- Mickey Miranda-Copple reminded the curriculum committee that the meetings have been changed to the 2<sup>nd</sup> Thursday of each month. She also reminded the committee that any changes that need to be reflected in the Spring schedule need to be brought to October's meeting.

**VII. Next Meeting –**

Committee/Information Item

- October 14, 2004 at 3:00 p.m. in room CL129.

**VIII. Adjournment of Meeting**

William Smith

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

