

ADOPTED
MINUTES
VICTOR VALLEY COLLEGE
CURRICULUM COMMITTEE MEETING

FEBRUARY 23, 2012

2:30 p.m.

CALL TO ORDER: The meeting was called to order at 2:38 p.m. by Debra Blanchard, Chairperson.

MEMBERS PRESENT: Debra Blanchard, Chairperson, Carol Delong, Ron Fields, Patty Golder, Leslie Huiner, Pam James, Scott Jones, Mike McCracken

MEMBERS ABSENT: Lisa Harvey, Alice Ramming

GUESTS: Ruby Wikstrom

MINUTES: The minutes of the meetings of December 8, 2011, January 8 and 30, 2012 were approved as presented.

AGRICULTURE AND

NATURAL RESOURCES: It was MSC (Golder/Delong) to approve the course deactivation for AGNR 129 Water Efficient Landscape effective fall 2012.

BIOLOGICAL SCIENCE: It was MSC (Huiner/James) to approve the course update for BIOL 148 Special Topics – Projects in Biology.

It was MSC (Fields/Jones) to approve the course update for BIOL 149 Independent Study

: It was MSC (Jones/Delong) to bundle agenda items 2.4-2.7. It was MSC (Huiner/James) to approve the course deactivation for BIOL 113 Biology of Sexually Transmitted diseases; BIOL 215B Human Gross Anatomy, Back and Extremities; BIOL 215C Human Gross Anatomy, Head and Neck; and BIOL 232 Human Physiology.

**COMPUTER
INFORMATION
SYSTEMS:**

It was MSC (Golder/James) to approve the course update for CIS 261 UNIX System Administration A.

TABLED COURSES: GEOL 101 Physical Geology. It was MSC (Huiner/Jones) to remove GEOL 101 from the agenda since the course has not been submitted through the appropriate approval process.

POLS 221D Model United Nations D. No action taken.

AENG 10.2A High Beginning Listening and Speaking. No action taken.

OTHER:

The Committee discussed courses that were submitted in the wrong format; i.e. updates that are submitted on new course form. The Committee agreed they will not address these courses; they will have to be resubmitted in the correct format.

The Committee discussed and agreed unanimously that the originator of course updates should be responsible for all areas in the course outline of record even if they are only changing one or two items.

It was discussed to eliminate the Non-substantial revision approval process. After consideration it was decided instead of eliminating Non-substantial revisions, the approval process path was revised and shortened.

ADJOURNMENT:

The meeting was adjourned at 3:50 p.m.

Respectfully submitted,

Debra Blanchard
Chairperson