

ADOPTED AS CORRECTED
MINUTES
VICTOR VALLEY COLLEGE
CURRICULUM COMMITTEE MEETING

October 11, 2012

2:30 p.m.

1. CALL TO ORDER

The meeting was called to order at 2:34 p.m. by Debra Blanchard, Chairperson.

MEMBERS PRESENT:

Debra Blanchard, Chairperson, Carol Delong, Ron Fields, Patty Golder, Lisa Harvey
Leslie Huiner, Pam James, Mike McCracken, Scott Jones, Alice Ramming

MEMBERS ABSENT: None

GUESTS:

Tim Johnston, Lori Kildal, Pat Luther, Greta Moon, Ruby Wikstrom

2. ANNOUNCEMENT OF ADDITIONS/DELETIONS/CORRECTIONS TO AGENDA:

SLO's Accreditation Help – Lori Kildal 6.5

3. ANNOUNCEMENT COURSE DEVELOPERS MAY COMMENT OR EXPLAIN

AGENDA ITEMS: None

4. MINUTES:

It was MSC (McCracken/Fields, 9-0) to approve the minutes of September 27, 2012.

5. ACTION ITEMS:

COURSES:

5.1 ART 132 Advertising Art

It was MSC (McCracken/Fields, 9-0) to approve the course deactivation for ART 132 Advertising Art.

5.2 ART 160 Survey of Visual Communication Technologies

It was MSC (Jones/James, 9-0) to approve the course deactivation for ART 160 Survey of Visual Communication Technologies.

5.3 BIOL 52 Forensic Entomology

It was MSC (Harvey/Fields, 9-0) to approve the course deactivation for BIOL 52 Forensic Entomology.

5.4 BIOL 120 Identification and Study of Wildflowers

It was MSC (Jones/Golder, 9-0) to approve the course deactivation for BIOL 120 Identification and Study of Wildflowers.

5.5 RSPT 230 Introduction to Respiratory Therapy

It was MSC (Jones/McCracken, 7-2) to approve the course update for RSPT 230 Introduction to Respiratory Therapy.

5.6 RSPT 230 Introduction to Respiratory Therapy

It was MS (Fields/McCracken) to approve prerequisites MATH 90, CHEM 100 or CHEM H100, BIOL 100 or BIOL H100 or BIOL 107 for RSPT 230. It was MSC (Huiner/Harvey 9-0) to table the motion to approve the prerequisites for RSPT 230. Some of the committee members strongly believe microbiology and physiology should be included as prerequisites.

PROGRAMS/CERTIFICATES:

5.7 Emergency Medical Technician Certificate:

It was MSC (Jones/Fields, 9-0) to approve the deactivation of the Emergency Medical Technician Certificate of Preparation.

6. INFORMATION/DISCUSSION:

6.1 Program and Course Approval Handbook Review – pages 1-25

Discussion regarding pages 12, 22 and 25 of the PCAH.

Discussion regarding the legality of courses being approved without ADA sign off. Will check with the Chancellor's Office regarding legality.

6.2 Board Approval for Unusual Repeatability of Non-repeatable Courses

Discussion regarding Board and Administrative Procedures for course repetition. The Director of Admissions and Records stated that she is in the process of revising the Board Policies/Administrative Procedures regarding course repetition and will bring to the Curriculum Committee for review.

6.3 Sub-committee on Prerequisites

Leslie Huiner handed out hand outs she received from the Curriculum Institute regarding the new title 5 prerequisite regulations.

6.4 Student Learning Outcomes

Discussion regarding setting up a Student Learning Outcomes addendum form in CurricUNET that would allow updating SLO's without going to the full Curriculum Committee for approval.

6.5 SLO's Accreditation Help

Lori Kildal Handed out a list of active courses in CurricUNET that are in a pending/launched status. She asked the committee area representatives to look over the list and see if they can help move forward in the approval process or note if there is a problem with the course and return the list to the Instruction Office with their comments by Friday, October 19th.

7. **PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS: None**

8. **ADJOURNMENT**

The meeting was adjourned at 4:55 p.m.

Respectfully submitted,

Debra Blanchard
Chairperson