

DE ANZA COLLEGE
CURRICULUM COMMITTEE MINUTES
Tuesday, April 15, 2008 2:00pm-3:30pm
ADMIN 109

PRESENT: Diane Pierce (Creat. Arts), Patty Guitron (COUN), Mary Anne Ifft (FA Rep.), Carolyn Wilkins-Greene (Division Dean Rep.), Renee Augenstein (Artic. Officer/GERC), Anu Khanna (Faculty Co-Chair/tie vote/GERC), Kim Te (Secretary/nv), Cheryl Woodward (Couns. and Matric./nv), Janet Takahashi (SPED), Stephanie Sherman (Administrative Co-Chair, tie-vote), Marcia Maiero (Phys. Educ.), Olga Evert (Staff/nv), Mae Lee (Interc./Internat. Stds.), David Gray (PSME), Mary Clark (CC Resource/GE/nv), Anita Kandula (Biol./Hlth. Sci.), Scott Osborne (BUS/CIS)

ABSENT: Lena Chang (Learn. Res.), Karen Chow (Curr. Facilitator), Randy Splitter (GERC), Mike Engle (App. Tech), Open (DASB), Lori Clinchard-Sepeda (Soc. Sci. & Hum.), Maryalice Bonilla (Language Arts)

GUESTS: None

1. **Approval of today's agenda.**

Today's agenda was approved with the following amendments:

- a. Action Calendar: add "Graphic & Interactive Design – COA, COAA, A.A". as item (i), and add "Painting – COA" as item (j).
- b. Other Business: add "Catalog Status" as item (c).

2. **APPROVAL OF MINUTES:**

- a. February 12, 2008 Minutes – **APPROVED** without any amendments.
- b. February 19, 2008 Minutes – **APPROVED** without any amendments.
- c. March 11, 2008 Minutes – **APPROVED** without any amendments.
- d. March 18, 2008 Minutes – **APPROVED** without any amendments.

3. **CONSENT CALENDAR:**

- a. **Approved, effective fall 2008:** Memo from the Curriculum Office requesting **reinstatement of INTL 53 (2 units) and renumbering INTL 53 (4 units) to INTL 63.**

Re: INTL 53, Intro. to Korean Pop Culture Course Number Change

On 1/15/08 the Curric./GE Review Committee approved a memo from the ICS/IIS Division requesting that INTL 53, *Introduction to Korean Pop Culture*, two unit course be deleted from the 2008-09 catalog (please see curriculum committee minutes from 1/15/08). This course was revised to be four units and have general education status. I will not be deleting the course and, instead, will be renumbering the course to INTL 63 for the sake of recordkeeping in the Curriculum Office. Additionally, the new course number will also be used in the Humanities cross-listing of this course

(HUMI 63). Please make note of this in your divisions when scheduling these courses in the near future.

- Memo signed by Mary Clark, Curriculum/Catalog Coordinator
- Memo sent to Duane Kubo, Dean of Intercultural/International Studies Division; Carolyn Wilkins-Green, Dean of Social Sciences and Humanities; Mae Lee, ICS Div. Curric. Rep.

- b. **Approved, effective fall 2008:** Memo from the Curriculum Office requesting **course number change for MUSI 59A, 59B, 59C to MUSI 60A, 60B, 60C.**

Re: MUSI 15A,B,C (temp. # MUSI 59A,B,C) – Temp. Course # changed to MUSI 60A,B,C

MUSI 15A,B,C (temp. course # MUSI 59A,B,C), *Guitar Ensemble I, II, and III*, were approved on 06/19/07 as new courses. The temporary course numbers (MUSI 59A,B,C) are being changed to MUSI 60A,B,C due to MUSI 59 (*Intro. to Music: Rock – From Roots to Rap*) being already processed and in existence. The MUSI 59 course has no relation to the *Guitar Ensemble* courses and it would be best if the course numbers didn't look/seem like they had any relationship to one another, hence the course number change. Please note that these courses will go into the 2008-09 course catalog as MUSI 60A,B,C until articulation to the UC System has been approved at which time the course number will change to its permanent course number of MUSI 15A,B,C.

- Memo signed by Mary Clark, Curriculum/Catalog Coordinator
- Memo sent to Nancy Canter (Dean of Creative Arts), Ron Dunn (MUSI dept chair), Diane Pierce (Creative Arts division rep.)

- c. **Approved, effective fall 2008:** Memo from the Curriculum Office requesting **deletion of MCNC 63A and MCNC 63B from 2008-2009 catalog**, and removing cross-listing of MCNC 63A from AUTO 53A and MCNC 63B from AUTO 53B.

Re: AUTO 53A/MCNC 63A and AUTO 53B/MCNC 63B

On 2/5/08, AUTO 53A and AUTO 53B were approved as five-year revisions. The course cover sheets for both courses indicated a cross-listing of MCNC 63A and MCNC 63B, which were deleted by the Manufacturing and CNC department on 10/24/04 to be effective in Fall, 2005. It was in error by the Curriculum Office that these courses (MCNC 63A and MCNC 63B) were not removed from the 2005-06 catalog. However, in an effort to correct this error, these courses will be removed from the 2008-09 catalog resulting in AUTO 53A and AUTO 53B no longer being cross-listed with them. This memo is for notification and informational purposes only.

- Memo signed by Mary Clark, Curriculum/Catalog Coordinator
- Memo sent to Phillip Green (AUTO Faculty), Michael Brandt (AUTO Dept. Chair),
- Mike Engle (MCNC Dept. Chair), Steve Sellitti (Dean of App. Tech. and Spec. Ed.)

4. **ACTION CALENDAR:**

*If a certificate/degree is passed by the Curriculum Committee, it is “conditionally approved” pending revisions/changes and final submission of the certificate/degree and all required forms to the curriculum office. Initiators have two weeks from the date of the conditional approval to submit the final version.

COA = certificate of achievement, COAA = certificate of achievement advanced, A.A. = associate of arts, A.S. = associate of science.

- a. **APPROVED, effective Fall 2008: Liberal Arts Degree – A.A.** request for a revised degree. No technical clean ups, required or recommended changes.
- b. **APPROVED, effective Fall 2008: Private Security – COAA & A.A.** request for a revised certificate and degree. No technical clean ups, required or recommended changes.
- c. **APPROVED, effective Fall 2008: Auto Technician – COAA (options A-F)** request for a revised certificate. No technical clean ups, required or recommended changes.
- d. **APPROVED, effective Fall 2008: Professional Photography – A.A.** request for a revised degree. No technical clean ups, required or recommended changes.
- e. **APPROVED, effective Fall 2008: Photographic Arts – A.A.** request for a revised degree. No technical clean ups, required or recommended changes.
- f. **APPROVED, effective Fall 2008: Music – A.A.** request for a revised degree. No technical clean ups, required or recommended changes.
- g. **APPROVED, effective Fall 2008: Film Production – A.A.** request for a revised degree. No technical clean ups, required or recommended changes.
- h. **APPROVED, effective Fall 2008: Film Production – TV Emphasis – COA & A.A.** request for a revised certificate and degree. No technical clean ups, required or recommended changes.
- i. **APPROVED, effective Fall 2008: Graphic & Interactive Design – COA, COAA, A.A.** request for a revised certificates and degree. No technical clean ups, required or recommended changes.
- j. **APPROVED, effective Fall 2008: Painting – COA** request for a revised certificate. No technical clean ups, required or recommended changes.

5. **OTHER BUSINESS:**

- a. **No Action Taken, FYI: Catalog deadline dates for 2009-2010 catalog**

The catalog deadline dates for 2009-2010 catalog are now available and posted on the curriculum committee website. A flyer was also distributed to all curriculum committee members to post and share with their division. There were no discussions on this agenda item.

Approved 5/13/08 without any amendments.

b. **No Action Taken, FYI: ECMS training dates for spring 2008 quarter**

The Curriculum Office will be hosting three ECMS training sessions this spring 2008 quarter: April 29th from 11:30am – 1:00pm, May 8th from 9:30 – 11:00am, and June 2nd from 3:30pm – 5:00pm. A flyer was also distributed to all curriculum committee members to post and share with their division. There were no discussions on this agenda item.

c. **No Action Taken, FYI: 2008-2009 catalog status**

The Curriculum/Catalog Coordinator reported that the curriculum committee reviewed and approved 283 for the 2008-2009 course catalog. The 2008-2009 catalog will be completed in two weeks, and it will be printed and available for distribution by mid July 2008.

Cc: All Division Deans and Division Administrative Assistants;