**Present**: ***Penny Wilkins (Louie Giambattista),******Chair***; Dann Gesink, Kim Wentworth (Christina Goff), Rikki Hall, Morgan Lynn, Michelle Mack, Ryan Pedersen, Bertha Proctor, Jancy Rickman, Eileen Valenzuela, Grace Villegas and Shondra West (Note taker)

**Absent**: Erich Holtmann, Natalie Hannum, Kevin Horan, Nancy Ybarra

**Guests**: Rachel Anicetti, Sara Toruno-Conley, POLSC Students: Kimberley, Lisa, and Collen

Meeting called to order: 1:08pm Location: CO-420

**CURRENT ITEMS**

1. **Announcements & Public Comment:**

Welcome POLSC students to curriculum

1. **Approval of the Agenda**

**Action:** Approved with changes (M/S: Wentworth/Proctor); unanimous

* Remove from the agenda: Sign Language College Skills Certificate

**Approval of the Minutes from October 4, 2017**

**Action:** Approved (M/S: Wentworth/Gesink); one abstention B. Proctor

1. **Consent Agenda**

**Action:** Approved (M/S: Rickman/Wentworth); unanimous

1. **Substantive Changes to Existing Course Outlines of Record and Prerequisites/Co-requisites**

**ENGIN 020 - Programming with C++ for Engineers and Scientists**

**Action:** Approved (M/S: Rickman/Wentworth); unanimous

**ENGIN 020 Prerequisite**

**Action:** Approved (M/S: Rickman/Gesink); unanimous

**ESL Courses - Removal ENGL-070 placement as the pre-requisite**

**Action:** Approved (M/S: Gesink/Wentworth); unanimous

English 070 and 90 was inactivated; ESL COORs are being updated to reflect the removal of the courses.

**MATH-025 Elementary Algebra**

**Action:** Approved (M/S: Wentworth/Rickman); unanimous

Removal of the prerequisite: Math 12 or 1 year high school algebra.

**Committee Feedback:** Page 3-remove DESLO (preexisting requirement)

**MATH-029 Accelerated Elementary & Intermediate Algebra**

**Action:** Approved (M/S: Gesink/Proctor); one abstention: M. Mack

Removal of the prerequisite: Math 12 or 1 year high school algebra.

**Committee Feedback**: Page 3-remove DESLO (preexisting requirement)

**PSYCH-017 Introduction to Research Methods in Psychology**

**Action:** Approved (M/S: Mack/Wentworth); unanimous

5 year course review; updated the SLOs and textbook

**Committee Feedback:** Add CSU GE area D and add the 2016 textbook information

**PSYCH 017 Prerequisite**

**Action:** Approved (M/S: Mack/Wentworth); unanimous

1. **New Courses**

**ENGL-113 Creative Writing - Poetry**

**Action:** Approved (M/S: Wentworth/Mack); unanimous

Sara shared as a member of the creative writing committee, this course is being submitted to expand students transfer options within creative writing. This course is genre specific to poetry whereas the other courses are border. The SLOs require the use of analytical creative writing skills and poem development to enhance their appreciation for poetry.

**Committee Feedback:**

* This course will expand students’ creative CSU requirement, area C2 besides Drama.
* This course would help students majoring in creative writing; satisfy a CSU program requirement.
* If this course requires a prerequisite/advisory upon articulation submission, this course will be resubmitted to curriculum with the prerequisite/advisory addition.

**ENGL-114 Creative Writing: Introduction to Story**

**Action:** Approved (M/S: Rickman/Wentworth); unanimous

**Committee Feedback:** Add CSU area C2 and update grammatical changes

1. **Online Supplement**

**ENGL-129 Intro to African-American Literature**

**Action:** Approved (M/S: Rickman/Wentworth); unanimous

This course was previously reviewed and updated based on the online lecture hour adjustment.

**Committee Feedback:** Page 2-3 change Canvas to LMS and update grammatical changes

**COUNS-034**

**Action:** Approved with the recommendations (M/S: Wentworth/Mack); unanimous

**Committee Feedback:**

* Change Canvas to LMS - Learning Management System
* Revise CSLO1 and 2 to illustrate substantive interaction with students: CSLO 1change “utilize” - student with the use of... And CSLO 2 Instructor will use…
1. **Programs**

**AS Engineering**

**Action:** Approved (M/S: Rickman/Gesink); unanimous

Program units changed from 49 to 50 due to course unit change from 3 to 4

**Committee Feedback:** Page 1 check box #1

**COA Fire Academy**

**Action:** Approved (M/S: Wentworth/Gesink); unanimous

Units remain the same with the change of removal FIRE 107 to be replaced with FIRE 102

**Fire Science College Skills Certificate**

**Action:** Approved (M/S: Wentworth/Mack); unanimous

Increase in program units.

**Standing Meetings**

* **SGC** - none
* **Articulation** - none
* **TLC** – There was discussion who should govern PSLOs for student service program; should TLC focus be faculty/curriculum assessment or much broader. In addition, TLC will look at the different types of assessments to determine examples to model.
* **Academic Senate** - None

Meeting adjourned: 1:55pm

Meeting Dates: Fall 2017: November 1, 15 December 6

 Spring 2018: February 7, 21, March 7, 21, April 4, 18, May 2, 16

Location and Time: CO-420 / 1-3pm