**Present**: *Louie Giambattista, Chair*; Tawny Beal, Natalie Hannum, Susie Hansen, Erich Holtmann, Christine Kromer, A’kilah Moore, Morgan Lynn, Jancy Rickman, Penny Wilkins, Lois Yamakoshi, Nancy Ybarra, and Shondra West (Note taker)

**Absent**: Michelle Mack, Kevin Horan, Makayla Scott-Jefferson (LMCAS), Eileen Valenzuela, and Grace Villegas

**Guest**: Michael Norris

Meeting called to order: 1:10pm Location: CO-420

**CURRENT ITEMS**

1. **Announcements & Public Comment:**

Committee welcomed Professor Clark’s POLSC students.

Books Alive was a success! There were a total of 12 books, and they were busy being checked out. Books Alive is an opportunity for people to share their story with students as a motivational tool for students accomplishing their academic and professional goals. This year’s topic was about how people started their careers.

Speech debate team pasta fundraiser was a success and tasty.

HBCU was a wonderful event for HS students from the local areas to develop partnerships with them. 155 students attended the event workshops, speaker’s panel, and information tables. Currently there are nine HBCU partnerships, and 14 new applications being reviewed to expand HBCU opportunities to students. The student equity grant covered the expenses of transporting students.

1. **Approval of the Agenda**

**Action:** Approved (M/S: Holtmann/Beal); unanimous

* ART-30 and ENGL -060

**Approval of the Minutes from November 4, 2015**

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

1. **Consent Agenda**

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

The textbook section was updated.

1. **Existing Course Outlines of Record**

Second Reading:

* **PE-004A - Beginning Pilates**

**Action:** Approved with changes (M/S: Holtmann/Rickman); unanimous

**Committee Recommendations:**

* + CSLO 4 review and update the alignment to PSLO 3
  + Page 1 add KINES as a discipline
  + Correct typos - will be sent to Eileen
  + Page 5 uncheck the lecture box
  + Course content add the word “beginning” to each sentence to distinguish beginning vs. intermediate progression
* **PE-057A - Beginning Yoga for Health and Fitness**

**Action:** Approved with changes (M/S: Rickman/Holtmann); unanimous

**Committee Recommendations:**

* + Correct typos - will be sent to Eileen
  + CSLO 4 review and update the alignment to PSLO 3

First Reading:

* **PE-26A - Beginning Soccer**

**Action:** Approved (M/S: Holtmann/Beal); unanimous

**Committee Recommendations:**

* + Page 5 reformat (checkboxes are missing)
  + Correct typos - will be sent to Eileen
  + PSLO 3 needs clarity - it may not be required.
  + Karaoke is spelled correctly used as a soccer term
* **MATH-027 - Pre-Statistics**

**Action:** Approved (M/S: Beal/Holtmann); unanimous

CSU/UC new requirement allow students to take statistics without a preparatory course. To align with the new CSU/UC requirements, the course content and units were changed. The previous course content covered algebra and it was reduced, the updated content focuses more on preparing students for statistics. Since the content changed the units reduced from 6 to 4.

**Committee Recommendations:**

* + Page 1 – HBA lab hours are not noted, however the outline states “if lab hours are scheduled by arrangement” page 7. This statement is to allow the Brentwood campus to offer it either way; scheduled lab or HBA due to space. It was suggested to the statement may not be required, check with the Office of Instruction if a form exists that allows the option.
  + This course is not transferable, it’s a developmental course - stand alone. This course is designed to give students more time and help with understanding statistics.
  + Replace MATH 34x wording with MATH 28
* **MATH-034 - Introductions to Statistics**

**Action:** Approved (M/S: Lynn/Rickman); 1– not in favor (Yamakoshi); 6 in favor of (Beal, Holtmann, Kromer, Lynn, Rickman, and Wilkins)

**Committee Recommendations:**

* + Page 4 data production - missing PSLO
  + Correct typos - to be sent to Eileen
  + Replace MATH 34x with MATH 28

1. **Prerequisites:**

* **MATH-027 for MATH-034**

**Action:** Approved (M/S: Kromer/Holtmann); unanimous

**Committee Recommendations:**

* + Replace MATH 34x with MATH 28
* **MATH-028 for MATH-034**

**Action:** Approved (M/S: Holtmann/Lynn); unanimous

1. **New Course Outline of Records**

Second Reading:

* **ART-064 Introduction to Ceramics Through the Pottery Wheel**

**Action:** approval stand from: November 4, 2015

Art 64 was approved during last meeting, and since ART 65 was tabled due to revisions, 65 was revised requiring minor update to 64 course description.

* **ART-065 - Intermediate Ceramics Through the Pottery Wheel**

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

**Committee Recommendations:**

* + Correct typos
  + New course form #11 – student enrollment numbers are low due to this course being a multiple of ART 064. The enrollment combination of both courses will amount to 20-40 students.
* **PE-004B Intermediate Pilates**

**Action:** Tabled

**Committee Recommendations:**

* CSLO 4 to PSLO 3 distinction is required.
* Course content - add word “intermediate” to each sentence
* Clear distinction required between beginning vs. intermediate
* Answer question 13 - new course form
* Add an advisory - PE-004A
* **PE-004C Advanced Pilates**

**Action:** Tabled

* **PE-57B Intermediate Yoga for Health and Fitness**

**Action:** Tabled

* **PE-57C Advanced Yoga for Health and Fitness**

**Action:** Tabled

First Reading:

* **ART-042 - Introduction to Watercolor Painting**

**Action:** tabled

**Committee Recommendations:**

* page 3 assessments not clear – information is misplaced
* Assessment area – missing final exam/project (the COOR handbook requires it)
* Missing the grading criteria
* **ART-058 - Designing of the Web Using Adobe Dreamweaver**

**Action:** Approved (M/S: Lynn/Beal); unanimous

**Committee Recommendations:**

* Hours/mode of instruction are: 36 lecture 54 sch. Lab and 0 repeatable
* Page 3/4– remove “OESLO”
* Explain special projects
* **HIST-061 - History of African-Americans Since 1865**

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

**Committee Recommendations:**

* Correct typos
* New course form - add IGETC area 4
* remove activity
* **PE-009A - Beginning Power Lifting**

**Action:** Tabled

* **PE-009B - Intermediate Power Lifting**

**Action:** Tabled

* **PE-026B - Intermediate Soccer**

**Action:** Tabled

* **MATH-028 Math support for Statistics**

**Action:** Approved with changes (M/S: Holtmann/Rickman); 1 not in favor (Yamakoshi); 5 in favor (Holtmann, Kromer, Lynn, Rickman, and Wilkins); 1 abstention (Beal)

This is a support class to MATH 34. This course is not mandatory prerequisite to 34, students can take statistics without needing a prerequisite course.

**Committee Recommendations:**

* + Remove co/prerequisite requirements – because of missing forms.
  + Requiring students to take both MATH 28 and 34 together is considered a co-requisite. The objective of linking them together, if students drop one, the second course would be dropped as a pair. It was suggested to add MATH 34 as an advisory.
  + To move approval the committee would like special programming of this course with conjunction to MATH 34, but not as a co-requisite course. Admissions & Records representative will check if this can be done, this may end-up being part of a manual process.
  + CSLO 5 omission of PSLO relationship was intentional.
  + New course form Co/Prerequisite information is sufficient to have on it.
  + For students taking Math-28 & Math-34 concurrently: approval contingent upon A&R's ability to automatically drop a student from Math-34 if they drop Math-28.  However, students can drop Math-34 without dropping Math-28.

1. **Online Supplements**

* **SPAN-051 - Elementary Spanish II**

**Action:** Tabled

* **SPAN-052 - Intermediate Spanish I**

**Action:** Tabled

* **SPAN-053 - Intermediate Spanish II**

**Action:** Tabled

1. **Existing Programs** - none
2. **Experimental (900) Course** – None
3. **Changes to the COOR**

**Standing Items -** Tabled

* CurricUNET
* SGC
* Articulation
* TLC

Meeting adjourned – 3:00 pm

Meeting Dates: 12/2

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