

## Chabot College Curriculum Committee Minutes October 3, 2017

**Chair:** Dara Greene

**Voting Member Present:** Miguel Colon, Aaron Deetz, Mireille Giovanola, Erin Kelly, Jim Matthews, Christine Santiago, Connie Telles, Arturo Lopez-Yanez, Celena Zeng

**EX Officio Members Present:** Marcia Corcoran, Sara Parker, Shannon Stanley, **Stacy Thompson (no sign-in)**

**Student Services:** Rozen Bondoc, Jean Lee, Maggie Grimes

**Academic Services:** Angela Castellanos, Michelle Chan, Megan Parker

**Guests:** Sadie Ashraf, **Heather Clements (no sign-in)**, Julie Coan, Yetunde Osikomaiya, Zaheer Ebtikar

**Minutes by:** Michelle Chan

Agenda Item	Discussion	Action Items
1. Call to order	2:34PM by Dara Greene, Chair.	
2. Minutes 09/12/2017	Minutes were reviewed and approved with minor corrections. C.Zhang motions, E.Kelly Seconds. Vote 8/0/0.	<i>M. Chan to post to website.</i>
3. Presentations: Language Arts PSCN	<p><b><u>English: Michael Langdon</u></b> - ENG 137: Course description, content, and methods of presentation and evaluating were modified to reflect a writing intensive class. Not degree applicable at this time.</p> <p><b><u>Learning Skills: Heather Clements</u></b> - LNSK 116: Increased lecture time from 1 hour to 2. Increased 1 unit to 2. Course Outline needs to include more details due to increased unit.</p> <p>- LNSK 119: Remove LNSK 116 as Pre-req and make Strongly Recommended instead. - LNSK 120 + 121-: Changing from lecture to lab requires a change from 2 units to 1.</p> <p><b><u>Sign Language: Arturo Lopez-Yanez</u></b> - SL 67: Revisions in progress, working with Shannon for AA degree and articulation. Recommendation to add newer textbook. Also, Pre-req "Skill Analysis" needs to be added. Potential for this to be added as a Pre-req for SERV 5.</p> <p><b><u>Psychology-Counseling: Sadie Ashraf, Yetunde Osikomaiya, Shannon Stanley</u></b> - PSCN 30: New course.</p>	

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Agenda Item	Discussion	Action Items
	<p>- PSCN 5 &amp; 85: Updating all PSCN courses.</p> <p>- PSCN 24 was PSCN 900: Need to deactivate old Personal Growth classes and pull 902 and 903.</p> <p>- PSCN 23: Modified for UC and GE transfer.</p> <p><b>General Studies: Ellen Corbett</b>                      GNST 51A+ B: Changing for transferability. Need to collaborate work with author of cross-listed course POSC 51—CORs need to be identical.</p>	
<p>4. Voting: Applied Tech &amp; Business</p>	<p>- BUS 87, 88, 89, 94: Reactivations, Effective Fall 2017</p> <p>- Certificate: Project Management</p> <p>C.Santiago motions to approve, E.Kelly seconds. Vote 8/0/0</p>	
<p>5. Program Review</p>	<p>Committee brainstormed answers for Program Review submission.</p>	
<p>6. Good of the Order</p>	<p>- <b>Discussion about American Cultures category for Associates degree:</b> Shannon Stanley &amp; Dara Greene</p> <p>2 possible solutions:</p> <p>1) Proposal to change category to include other areas of ethnic studies</p> <p>2) Pass along rule— courses taken at other colleges could receive credit at Chabot</p> <p><i>More research and discussion needed</i></p> <p>Adjourned 4:30PM</p>	
	<p>Next meeting scheduled for Tuesday, October 17th, 2017</p>	

CONSENT VOTING LISTING: Courses listed below have been reviewed by at least 5 Curriculum Committee voting members. There were no compelling comments to dictate a more thorough review. Suggested edits will be completed as part of the approval process. 10/03/2017. **PROGRAMS ARE IN BOLD**

COURSE	COURSE/PROGRAM STATUS IF OTHER THAN MODIFIED	# OF REVIEWERS	COMMENTS
<b>Business and Technology</b>			
BUS 87 Project Management Certification Exam Preparation		5 2505	<ol style="list-style-type: none"> <li>1. Grading is only P/NP. Why not change it to OP so that students who wants to boost their GPA's could opt to take the class for a grade?</li> <li>2. Effective Date should be Fall 2018</li> <li>3. Please make the following corrections: Effective Fall 2018. Course Description: Second sentence should be a complete sentence, or modify its punctuation if it follows the first sentence. Typical Assignments: B-D. Students should be addressed directly. Texts: I think that there are newer editions available. Please include these.</li> <li>4. Please update the effective date to Fall 2018.</li> </ol>
BUS 88 Introduction to Project Management		5 2506	<ol style="list-style-type: none"> <li>1. Please make the following corrections: Effective date is Fall 2018. Texts: There might be a newer edition (2016) of Microsoft.</li> <li>2. Effective Date should be Fall 2018.</li> <li>3. * Effective Date should be Fall 2018 * Are the Strongly Recommended courses listed correctly? I think Computer Application Systems 8 should read CAS 8. * The Measurable Objectives list Microsoft Project 2007 as the technology used, but are students still using the 2007 version? Is there a newer version? Would it make sense to say "Microsoft Project" without a year attached to it?</li> </ol>

BUS 89 Project Planning, Scheduling and Control		5 2507	<p>1. Effective date is Fall 2018. Typical Assignments: A. Analyze project case study (insert an "a" before project) Texts: Please update 2 and 3. Newer editions are available.</p> <p>2. * Effective Date should be Fall 2018 * Business 88 should be listed as BUS 88 in the catalog description (last line). * Since this course expands upon what is covered in BUS 88, should BUS 88 be a required prerequisite instead of strongly recommended?</p> <p>3. Effective Date should be Fall 2018.</p>
<b>Project Management</b>		5	<p>1. Please change the effective date to Fall 2018.</p> <p>2. Effective Date should be Fall 2018.</p> <p>3. Please correct typos in program title.</p>