



**PALO VERDE COLLEGE
Curriculum Committee**

Minutes

May 10, 2012
3:00 p.m.
CL 129

I. Call to Order

Hortensia Rivera

Meeting called to order at 3:07 p.m. with the following members in attendance:

Philip Clinton, Division Chair	_____	David Silva, Counseling	_____
Michael Gaubeca, Div. Chair	✓	William Smith, Co-Chair	✓
Victor Hernandez, Counseling	✓	Greg Snider, Div. Rep.	_____
Sheri Jones, Div. Chair	✓	Brian Thieboux, Div. Chair	✓
Mai Lee, ASG Rep.	_____	Ex-Officio Members:	
Carina Lin, Div. Chair	_____	Irma Dagnino, A.O.	✓
Mike Rhoades, Div. Chair	✓	June Turner, Librarian	✓
Hortensia Rivera, Co-Chair	✓	Melinda Walnoha, Registrar	✓

Guest(s): Shelley Hamilton, Sandra Sher, Biju Raman, Kevin Eoff, Scott Peterson, Peter Martinez, Kay Ragan

Recorder: Julene Marquez

II. Approval of Agenda –May 10, 2012

Action Item

The A.S. Degree in Criminal Justice and the Certificate of Achievement in Criminal Justice were added to the agenda as revised programs.

It was moved by Brian Thieboux and seconded by Victor Hernandez to approve the agenda as amended for May 10, 2012. All members in favor; motion carried.

III. Approval of Minutes –April 12, 2012

Action Item

It was moved by Mike Rhoades and seconded by Victor Hernandez to approve the minutes for April 12, 2012. All members in favor; motion carried.

IV. Articulation Report

Information/Action Items

None

IV. Old Business

Information/Action Items

None

V. New Business

Information/Action Items

A. Courses and Programs to be Placed on Inactive Status

- 1. ACC 209 Payroll Accounting..... Mike Gaubeca
- 2. ACC 216 Introduction to Computer Accounting..... Mike Gaubeca
- 3. BUS 100 Computer Keyboarding Mike Gaubeca
- 4. BUS 102 Speedwriting Mike Gaubeca
- 5. BUS 107 Electronic Calculators Mike Gaubeca
- 6. BUS 208 Retailing..... Mike Gaubeca
- 7. MAN 110 Supervisory Techniques Mike Gaubeca
- 8. MAN 115 Introduction to Public Administration..... Mike Gaubeca
- 9. MAN 205 Investments..... Mike Gaubeca

It was moved by Brian Thieboux and seconded by Mike Rhoades to approve the above courses and programs be placed on inactive status. All members in favor; motion carried.

B. Remove Correspondence Education status from the following courses:

- 1. CHD 101 Child Growth and Development
- 2. CHD 102 Child, Family and the Community
- 3. CHD 103 Introduction to Curriculum
- 4. CHD 104 Principles & Practices of Teaching Young Children
- 5. CHD 105 Observation and Assessment
- 6. CHD 106 Health, Safety and Nutrition
- 7. CHD 107 Teaching in a Diverse Society
- 8. CHD 108 Practicum – Field Experiences

It was moved by Brian Thieboux and seconded by Victor Hernandez to approve the removal of the Correspondence Education status from the above courses. All members in favor; motion carried.

C. New/Revised Courses and Programs

1. ACC 101 Principles of Accounting I Mike Gaubeca
2. ACC 102 Principles of Accounting II Mike Gaubeca

It was moved by Mike Gaubeca and seconded by Mike Rhoades to approve ACC 101 & 102 as updated courses. All members in favor; motion carried.

It was moved by Mike Rhoades and seconded by Victor Hernandez to approve ACC 101 & 102 as Correspondence Education courses. All members in favor; motion carried.

It was moved by Victor Hernandez and seconded by June Turner to approve ACC 101 & 102 as Distance Education courses. All members in favor; motion carried.

3. ADS 107 Group and Family Processes Sheri Jones

It was moved by June Turner and seconded by Victor Hernandez to approve ADS 107 as a revised course with changes noted. All members in favor; motion carried.

Changes were made the course prerequisite.

It was moved by June Turner and seconded by Victor Hernandez to approve ADS 107 as a Correspondence Education course. All members in favor; motion carried.

It was moved by June Turner and seconded by Brian Thieboux to approve ADS 107 as a Distance Education course. All members in favor; motion carried.

4. ANT 101 Cultural Anthropology..... Sheri Jones

It was moved by Brian Thieboux and seconded by Victor Hernandez to approve ANT 101 as an updated course. All members in favor; motion carried.

It was moved by Brian Thieboux and seconded by Victor Hernandez to approve ANT 101 as a Correspondence Education course. All members in favor; motion carried.

It was moved by Brian Thieboux and seconded by Victor Hernandez to approve ANT 101 as a Distance Education course. All members in favor; motion carried.

5. AUT 100 Introduction to Automotive Technology..... Henry Rinaldi
6. AUT 101 Basic Technician Skills Henry Rinaldi
7. AUT 110 Brake Systems Henry Rinaldi
8. AUT 111 Automotive Electrical Systems..... Henry Rinaldi
9. AUT 212 Engine Electrical Systems Henry Rinaldi

It was moved by Mike Rhoades and seconded by Brian Thieboux to approve AUT 100, 101, 110, 111, & 212 as updated courses. All members in favor; motion carried.

10. BUS 135 Business Law Peter Martinez

It was moved by June Turner and seconded by Mike Rhoades to approve BUS 135 as an updated course. All members in favor; motion carried.

It was moved by June Turner and seconded by Mike Rhoades to approve BUS 135 as a Correspondence Education Skills course. All members in favor; motion carried.

It was moved by June Turner and seconded by Mike Rhoades to approve BUS 135 as a Distance Education course. All members in favor; motion carried.

11. BUS 221 Income Tax Procedures Mike Gaubeca

It was moved by June Turner and seconded by Victor Hernandez to approve BUS 221 as an updated course. All members in favor; motion carried.

It was moved by June Turner and seconded by Victor Hernandez to approve BUS 221 as a Correspondence Education course. All members in favor; motion carried.

It was moved by June Turner and seconded by Victor Hernandez to approve BUS 221 as a Distance Education course. All members in favor; motion carried.

12. CHD 103 Introduction to Curriculum..... Bruce Wallace

This item was taken care of in a previous motion to remove the Correspondence Education modality.

13. CHD 205 Adult Supervision: Mentoring in a Collaborative Learning Setting ... Bruce Wallace

Tabled to remove Correspondence language and update textbook.

14. CIS 101 Introduction to Computers & Information Systems.....Scott Peterson

15. CIS 102 Personal Computer ApplicationsScott Peterson

It was moved by Brian Thiebaut and seconded by Victor Hernandez to approve new SLO's for CIS 101 & 102. All members in favor; motion carried.

16. CIS 123 Web Page Design Using HTMLScott Peterson

17. CIS 124 Web Page Design ToolsScott Peterson

18. CIS 130 Introduction to 3D Computer Animation.....Scott Peterson

19. CIS 131 Animation Principles and Production IScott Peterson

20. CIS 132 Animation Principles and Production II.....Scott Peterson

21. CIS 133 Advanced 3D Computer AnimationScott Peterson

22. CIS 248 Systems Analysis and DesignScott Peterson

23. CIS 260 Desktop Publishing.....Scott Peterson

24. CIS 265 Adobe Photoshop.....Scott Peterson

It was moved by Brian Thiebaut and seconded by Victor Hernandez to approve CIS 130 and CIS 248 as revised courses with changes noted and to approve CIS 123, 124, 131, 132, 133, 260, & 265 as updated courses. All members in favor; motion carried.

The course description for CIS 130 was revised and the course description and hours were revised for CIS 248.

It was moved by Brian Thiebaut and seconded by Victor Hernandez to approve CIS 123, 124, 130, 131, 132, 133, 248, 260, & 265 as Correspondence Education courses. All members in favor; motion carried.

It was moved by Brian Thiebaut and seconded by Victor Hernandez to approve CIS 123, 124, 130, 131, 132, 133, 248, 260, & 265 as Distance Education courses. All members in favor; motion carried.

25. CRJ 085 Police Explorer Academy I Lisa Holmes

26. CRJ 086 Police Explorer Academy II Lisa Holmes

It was moved by Mike Rhoades and seconded by Brian Thiebaut to approve CRJ 085 & 086 as updated courses to be placed back on active status. All members in favor; motion carried.

27. FST 134 Basic Wildland Firefighter Academy Lisa Holmes

It was moved by Brian Thiebaut and seconded by Mike Rhoades to approve FST 134 as an updated course to be placed back on active status. All members in favor; motion carried.

- ~~28. FST 231 Fire Prevention 1A George Walters~~
~~29. FST 232 Fire Prevention 1B George Walters~~
~~30. FST 233 Fire Prevention 1C George Walters~~
~~31. FST 234 Fire Prevention 2A George Walters~~
~~32. FST 235 Fire Prevention 2B George Walters~~
~~33. FST 236 Fire Prevention 2C George Walters~~
~~34. FST 237 Fire Prevention 3A George Walters~~
~~35. FST 238 Fire Prevention 3B George Walters~~
~~36. FST 239 Fire Prevention 3C George Walters~~

These courses were removed from the agenda and tabled for a future date.

37. GES 101 Introduction to College Life Irma Dagnino

It was moved by Brian Thiebaut and seconded by Victor Hernandez to approve GES 101 as an updated course. All members in favor; motion carried.

It was moved by Brian Thiebaut and seconded by Victor Hernandez to approve GES 101 as a Correspondence Education course. All members in favor; motion carried.

It was moved by Brian Thiebaut and seconded by Victor Hernandez to approve GES 101 as a Distance Education course. All members in favor; motion carried.

38. HEA 130 Certified Phlebotomy Technician I (CPT1) Derek Copple
39. HEA 132 Certified Phlebotomy Tech I (CPT-1) Practical Experience Derek Copple

It was moved by June Turner and seconded by Brian Thiebaut to approve HEA 130 as a revised course with changes noted and HEA 132 as an updated course. All members in favor; motion carried.

Changes were made to the course description for HEA 130.

It was moved by Mike Gaubeca and seconded by Thiebaut to approve HEA 130 as a Distance Education course. All members in favor; motion carried.

40. HEA 160 Emergency Medical Technician I Sharron Burgeson
41. HEA 161 Emergency Medical Technician Refresher Sharron Burgeson
42. HEA 162 Emergency Medical Technician I (Challenge) Sharron Burgeson

It was moved by Brian Thiebaut and seconded by Victor Hernandez to approve HEA 160, 161 & 162 as revised courses with changes noted. All members in favor; motion carried.

The course descriptions for HEA 160, HEA 161 and HEA 162 were revised. The prerequisites and course hours were changed for HEA 161 and HEA 162.

It was moved by June Turner and seconded by Mike Gaubeca to approve HEA 160 as a Distance Education course. All members in favor; motion carried.

43. HIS 125 California History Kevin Eoff

It was moved by Brian Thiebaut and seconded by Victor Hernandez to approve HIS 125 as an updated course. All members in favor; motion carried.

It was moved by Brian Thiebaut and seconded by Victor Hernandez to approve HIS 125 as a Correspondence Education course. All members in favor; motion carried.

It was moved by Brian Thiebaut and seconded by Victor Hernandez to approve HIS 125 as a Distance Education course. All members in favor; motion carried.

44. NUR 100 Certified Nursing Assistant – Lecture Derek Copple
45. NUR 118 Certified Nursing Assistant – Clinical Derek Copple
46. NUR 250 IV Therapy Techniques for Nurses Derek Copple

It was moved by Brian Thiebaut and seconded by Victor Hernandez to approve NUR 100, 118 & 250 as updated courses. All members in favor; motion carried.

47. PHI 100 Introduction to Philosophy Sheri Jones

It was moved by Brian Thiebaut and seconded by June Turner to approve PHI 100 as an updated course. All members in favor; motion carried.

It was moved by Brian Thiebaut and seconded by June Turner to approve PHI 100 as a Correspondence Education course. All members in favor; motion carried.

It was moved by Brian Thiebaut and seconded by June Turner to approve PHI 100 as a Distance Education course. All members in favor; motion carried.

48. PHY 101 Introduction to Physics Biju Raman
49. PHY 110 General Physics I Biju Raman
50. PHY 220 General Physics II Biju Raman

It was moved by Brian Thiebaut and seconded by Mike Rhoades to approve PHY 101, 110 & 220 as Distance Education courses. All members in favor; motion carried.

51. SOC 101 Introduction to Sociology Sheri Jones

It was moved by Brian Thiebaut and seconded by Mike Rhoades to approve SOC 101 as an updated course. All members in favor; motion carried.

It was moved by Brian Thiebaut and seconded by Mike Rhoades to approve SOC 101 as a Correspondence Education course. All members in favor; motion carried.

It was moved by Brian Thiebaut and seconded by Mike Rhoades to approve SOC 101 as a Distance Education course. All members in favor; motion carried.

52. Certificate of Achievement in Building Construction Technology Mike Rhoades

It was moved by Brian Thiebaut and seconded by Sheri Jones to approve the Certificate of Achievement in Building Construction Technology as revised. All members in favor; motion carried.

53. Certificate of Achievement in Business Management Mike Gaubeca

It was moved by Brian Thiebaut and seconded by Sheri Jones to approve the Certificate of Achievement in Business Management as revised. All members in favor; motion carried.

54. Associate's Degree in Criminal Justice.....Willie Smith

It was moved by Brian Thieboux and seconded by Mike Rhoades to approve the Associate's Degree in Criminal Justice as revised. All members in favor; motion carried.

55. Certificate of Achievement in Criminal Justice.....Willie Smith

It was moved by Brian Thieboux and seconded by Mike Rhoades to approve the Certificate of Achievement in Criminal Justice as revised. All members in favor; motion carried.

D. Courses and Programs to be returned to Active Status

1. Associate's Degree in Computer Information Systems.....Scott Peterson

It was moved by Brian Thieboux and seconded by Mike Rhoades to approve the Associate's Degree in Computer Information Systems as revised and bring it back to active status. All members in favor; motion carried.

VI. Discussion/Information Items

~~Remove Correspondence Education status from the following courses:-~~

- ~~9. CHD 101 Child Growth and Development~~
- ~~10. CHD 102 Child, Family and the Community~~
- ~~11. CHD 103 Introduction to Curriculum~~
- ~~12. CHD 104 Principles & Practices of Teaching Young Children~~
- ~~13. CHD 105 Observation and Assessment~~
- ~~14. CHD 106 Health, Safety and Nutrition~~
- ~~15. CHD 107 Teaching in a Diverse Society~~
- ~~16. CHD 108 Practicum—Field Experiences~~

This item was removed from Discussion/Information Items and placed in New Business.

VII. Next Meeting –

Committee/Information Item

September 13, 2012 in CL 129

VIII. Adjournment of Meeting

Hortensia Rivera

Being no further business, the meeting adjourned at 4:43 p.m.