



**PALO VERDE COLLEGE
Curriculum Committee**

Minutes

**November 12, 2009
3:00 p.m.
CL 129**

I. Call to Order

Mickey Miranda-Copple

Meeting called to order at 3:08 p.m. with the following members in attendance:

Tomas Tellez (ASB)	<u> </u>	Derek Copple	<u> ✓ </u>	Henry Rinaldi	<u> ✓ </u>
Hortensia Rivera	<u> </u>	Philip Clinton	<u> ✓ </u>	Irma Dagnino	<u> ✓ </u>
Michael Gaubeca	<u> ✓ </u>	David Silva	<u> ✓ </u>	June Turner	<u> ✓ </u>
Kevin Eoff	<u> </u>	William Smith	<u> ✓ </u>	Melinda Walnoha	<u> ✓ </u>
Sioux Stoeckle	<u> ✓ </u>	Victor Hernandez	<u> ✓ </u>	Mickey Miranda-Copple	<u> ✓ </u>

Guest(s): Dennese Lilley-Edgerton, Sandra Sher, George Walters
Recorder: Lisa Holmes/Corina Richards

II. Approval of Agenda –November 12, 2009

Action Item

It was moved by Philip Clinton and seconded by Sioux Stoeckle to approve the agenda for November 12, 2009.

The General Clerical Assistant Certificate Levels I and II were removed from the agenda. BIO 099 was added as a new course. SPE 101, SPE 102, and SPE 104 were added with prerequisite changes. FST 152, FST 153, FST 154, FST 155 and FST 157 were added as updated courses.

It was moved by David Silva and seconded by Mike Gaubeca to approve the agenda for November 12, 2009 as amended. All members in favor; motion carried.

III. Approval of Minutes –October 8, 2009

Action Item

It was moved by Mike Gaubeca and seconded by June Turner to approve the minutes for October 8, 2009. All members in favor; motion carried.

IV. New Business

Information/Action Items

A. New/Revised Courses and Programs

1. GEL 099 Elements of Earth Sciences.....Philip Clinton
This course, along with SPE 099 and BIO 099, are Basic Skills courses designed to help

students develop reading and math skills as well as keeping them interested. Sioux Stoeckle asked David Silva about these classes affecting financial aid. David explained this class could impact a student like any other class. Philip Clinton stated that this is a stand-alone class; a developmental level class. Dennese Lilley-Edgerton stated that they are trying to come up with pre-college level courses to ensure that the students pass when they get to basic 101 classes. George Walters asked if the textbook focuses on basic skills requirements. Philip answered yes.

It was suggested that all of the 099 basic skills courses should be titled "Elements of ..." for consistency.

It was moved by Sioux Stoeckle and seconded by Mike Gaubeca to approve GEL 099 as a new course. All members in favor; motion carried.

It was moved by Sioux Stoeckle and seconded by Philip Clinton to approve GEL 099 as a distance education class. All members in favor; motion carried.

It was moved by Philip Clinton and seconded by Mike Gaubeca to approve GEL 099 as an online class. All members in favor; motion carried.

2. SPE 099 Elements of Communications Dennese Lilley-Edgerton

The question regarding who is going to take these classes was raised. A discussion followed. William Smith stated his concern with these classes is financial. Sioux Stoeckle stated that ultimately Mr. Smith has the right to assign classes, therefore it is up to him whether these classes are offered or not.

It was moved by Philip Clinton and seconded by Derek Cople to approve SPE 099 as a new course. All members in favor; motion carried.

3. THA 110 Introduction to Theater Dennese Lilley-Edgerton

It was moved by Sioux Stoeckle and seconded by Philip Clinton to approve THA 110 as a distance education course. All members in favor; motion carried.

4. General Clerical Assistant Certificate Level I Mike Gaubeca

5. General Clerical Assistant Certificate Level II Mike Gaubeca

6. OFA 103 - Administrative Office Procedures 1 Mike Gaubeca

7. OFA 104 - Administrative Office Procedures 2 Mike Gaubeca

It was moved by June Turner and seconded by Philip Clinton to approve OFA 103 and OFA 104 as new courses. All members in favor; motion carried.

8. BIO 099 – Elements of Biology Jason Bram

It was moved by Victor Hernandez and seconded by Sioux Stoeckle to approve as BIO 099 as a new course. All members in favor; motion carried.

It was moved by Philip Clinton and seconded by Derek Cople to approve BIO 099 as a distance education class. All members in favor; motion carried.

- 9. SPE 101 – Introduction to Speech Dennese Lilley-Edgerton
- 10. SPE 102 – Public Speaking..... Dennese Lilley-Edgerton
- 11. SPE 104 – Oral Interpretation of Literature Dennese Lilley-Edgerton

It was moved by David Silva and seconded by Derek Cople to approve SPE 101, SPE 102 and SPE 104 as revised courses with changes noted. All members in favor; motion carried.

Changes were made to the prerequisite language

- 12. FST 152 - Basic Chemistry, Module 1A, Haz-Mat Technician George Walters
- 13. FST 153 - Applied Chemistry, Module 1B, Haz-Mat Technician George Walters
- 14. FST 154 - Incident Considerations, Module 1C, Haz-Mat Technician G. Walters
- 15. FST 155 - Tactical Field Operations, Module 1D, Haz-Mat Technician G. Walters
- 16. FST 157 - Special Mitigation Techniques, Module 1F, Haz-Mat Specialist G. Walters

It was moved by Victor Hernandez and seconded by Sioux Stoeckle to approve FST 152, FST 153, FST 154, FST 155 and FST 157 as updated courses. All members in favor; motion carried.

The textbook vendor information was updated.

V. Discussion/Information Items

- A. HS to PVC Articulation – Irma Dagnino/George Walters

This is a generic template for use as a High School to college articulation agreement. This is required per legislation.

- B. Credit by Exam Policy – Irma Dagnino/George Walters

Irma Dagnino and George Walters are proposing a change to our current policy. The one sentence change would read “PVC will not require Tech Prep approved students to meet 12-unit residency requirement prior to posting these units.”

VI. Next Meeting –

Committee/Information Item

December 10, 2009

VII. Adjournment of Meeting

Mickey Miranda-Copple

Being no further business, the meeting adjourned at 4:02 p.m.

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