



PALO VERDE COLLEGE Curriculum Committee

Minutes

April 17, 2003
3:00 p.m.
CL 129

I. Call to Order

Linda Martin

Meeting called to order at 3:05 p.m. with the following members in attendance:

ASB	_____	Linda McCallister	_____	David Silva	✓
Alejandro Garcia	_____	Mickey Miranda-Copple	_____	Chrissy Smith	_____
Joe Jondreau	✓	Dyan Perley	_____	Brian Thieboux	✓
Chris Jones-Cage	✓	Biju Raman	_____	Jim Vikse	✓
Greg Larson	✓	Sandra Sher	✓	Shawn Willsey	_____
Linda Martin	✓				

Guest(s): Donna, Hord, Nicole James, Mark Thomé, Jerry Lewis, Vicki Attaway,
Sue Valenzuela, Jana Carter
Recorder: Lisa Holmes

II. Approval of Agenda – April 17, 2003

The following changes were made to the agenda: Remove item #51 NBE 082, never received course outline; Add PSY 215 to section V. area B. – Approval of courses; Add ENG and ESL courses to section V. area D. – Move courses to inactive status; Add ENG 159 to section V. area C. – Removal of courses.

It was moved by Brian Thieboux and seconded by David Silva to approve the agenda for April 17, 2003 as amended. All members in favor; motion carried.

III. Approval of Minutes – March 13, 2003

The following change was made to the minutes of March 13, 2003: Add BUS 115 Small Business Finance as an option for the Business Management Certificate (V. A. 3.)

It was moved by Greg Larson and seconded by Jim Vikse to approve the minutes for March 13, 2003 with correction. All members in favor; motion carried.

IV. Old Business

V. New Business

A. New Curriculum Committee Policies and Procedures

1. Course Outline Project Completion
2. Separate review for Distance Education courses
3. Prerequisite Justification

Item A under New Business was postponed until the next meeting.

B. Approval of New, Revised and Updated Course Outlines:

1. ABE 017 Managing Organizational Change Doretha Jones
2. ABE 018 Decision Making and Problem Solving Doretha Jones
3. ABE 019 Foundation Essentials: Values and Ethics Doretha Jones
4. ABE 064 Basic Principles of Sewing Camille Brown
5. ABE 076 Physical Conditioning Erika Willsey
6. ABE 088 Aerobics Erika Willsey
7. ABE 090 Readiness for English Larry Herrington
8. ABE 093 Extraordinary Chemistry of Ordinary Things Biju Raman
9. ABE 094 How Things Work Biju Raman
10. ABE 095 Spreadsheets Doretha Jones

It was moved by Greg Larson and seconded by Brian Thieboux to approve items 1-3 and 8-9 as new courses and items 4-7 and 10 as revised courses with changes noted. All members in favor; motion carried.

Item 4 had changes to the hours; item 5 had changes to the hours and description, items 6 and 7 had changes to the descriptions and item 10 had changes to the hours and description.

11. ART 105 Digital Photography Jerry Lewis

It was moved by Joe Jondreau and seconded by Sandra Sher to approve item 11 as a new course. All members in favor; motion carried.

12. BCT 112 Basic Electricity Jim Vikse

It was moved by Joe Jondreau and seconded by Chris Jones-Cage to approve item 12 as a revised course with changes noted. All members in favor; motion carried.

Changes were made to the title, units, hours, recommendation and course description.

13. BUS 100 Computer Keyboarding..... Doretha Jones
14. BUS 221 Income Tax Procedures..... Vicki Attaway

It was moved by Greg Larson and seconded by Joe Jondreau to approve items 13-14 as revised courses with changes noted. All members in favor; motion carried.

Item 13 had changes to the units, hours, transfer status and description; item 14 had changes to the description and transfer status.

- 15. CHD 115 Introduction to Early Childhood Education Don Kuykendall
- 16. CHD 201 Child Growth and Development Don Kuykendall
- 17. CHD 210 Principles and Practices of Early Child Education Don Kuykendall
- 18. CHD 220 Infants and Toddlers Don Kuykendall

It was moved by Brian Thiebaut and seconded by David Silva to postpone items 15-18 until the next meeting for further review from the proper division. All members in favor; motion carried.

- 19. CHE 109 Chemistry for the Health Sciences and Nursing Disciplines..... Biju Raman

It was moved by Brian Thiebaut and seconded by Greg Larson to approve item 19 as a new course. All members in favor; motion carried.

- 20. CIS 265 Adobe Photoshop Jerry Lewis

It was moved by Brian Thiebaut and seconded by Greg Larson to approve item 20 as a new course. All members in favor; motion carried.

- 21. CUA 100 Introduction to the Hospitality IndustryBruce Wallace
- 22. CUA ~~110~~ **111** Sanitation and SafetyBruce Wallace
- 23. CUA ~~120~~ **121** Culinary Principles IBruce Wallace
- 24. CUA ~~130~~ **131** Principles of Baking IBruce Wallace
- 25. CUA ~~140~~ **141** PantryBruce Wallace
- 26. CUA ~~150~~ **151** Food Production ManagementBruce Wallace
- 27. CUA ~~160~~ **161** Nutrition.....Bruce Wallace
- 28. CUA 200 Food ScienceBruce Wallace
- 29. CUA 210 Menu Planning and PurchasingBruce Wallace

It was moved by Brian Thiebaut and seconded by Greg Larson to approve items 21-29 as new courses. All members in favor; motion carried.

- 30. ECO 105 Principles of MacroeconomicsVicki Attaway
- 31. ECO 106 Principles of MicroeconomicsVicki Attaway

It was moved by David Silva and seconded by Chris Jones-Cage to approve items 30-31 as revised courses with changes noted. All members in favor; motion carried.

Changes were made to the course descriptions for items 30 and 31.

- 32. EDU 080 Supplemental Skills LabLouise Gallan
- 33. EDU 081 Supplemental Skills LabLouise Gallan

It was moved by David Silva and seconded by Greg Larson to approve items 32-33 as revised courses with changes noted. All members in favor ; motion carried.

Changes were made to the Corequisites on items 32 and 33.

- 34. ENG 080 Basic Reading and Writing..... Jana Carter
- 35. ENG 081 Reading and Writing Improvement I Jana Carter
- 36. ENG 082 Reading and Writing Improvement II Jana Carter

It was moved by David Silva and seconded by Joe Jondreau to approve items 34-36 as revised courses with changes noted. All members in favor; motion carried.

Changes were made to the course descriptions on items 34-36.

- 37. GEL 201 Geology of the Grand Canyon Shawn Willsey
- 38. GEL 202 Volcanoes, Slot Canyons, and Red Rocks: Geology of the Colorado Plateau .. Shawn Willsey
- 39. GEL 203 Caves, Fossils, and Volcanoes: Geology of the Mojave National Preserve.....Shawn Willsey

It was moved by Greg Larson and seconded by Jim Vikse to approve items 37-39 as revised courses with changes noted. All members in favor; motion carried.

The prerequisites for items 37-39 were all removed and a change was made to the course description on GEL 203.

- 40. HUMANITIES XXX The Arts and Culture of the Western Tradition IJerry Lewis
- 41. HUMANITIES XXX The Arts and Culture of the Western Tradition IIJerry Lewis

It was moved by David Silva and seconded by Brian Thiebaut to postpone items 40-41 for further review by the proper division. All members in favor; motion carried.

- 42. JOU 150 PhotojournalismApplewhite Minyard

It was moved by Greg Larson and seconded by Sandra Sher to approve item 42 as a new course. All members in favor; motion carried.

- 43. MAT 110/MAT 110DE College Algebra..... Sandra Sher

It was moved by Sandra Sher and seconded by Greg Larson to approve MAT 110DE as a new course and item MAT 110 as a revised course with changes noted. All members in favor; motion carried.

Changes were made to the units and hours on item 43.

- 44. MUS 135 Basics of Reading Music.....William Davila

It was moved by Joe Jondreau and seconded by Sandra Sher to approve item 44 as a revised course with changes noted. All members in favor; motion carried.

Changes were made to the transfer status, recommendation and description on item 44.

- 45. NBE 059 Basic Gas Tungsten Arc WeldingJoe Boire
- 46. NBE 067 Oxyacetylene Gas WeldingJoe Boire
- 47. NBE 068 Supervised Tutoring..... Louise Gallan
- 48. NBE 070 Citizenship for Immigrants..... Eric Eikenberry
- 49. NBE 076 Vocal Ensemble Erik Eikenberry
- 50. NBE 079 Quilting Camille Brown
- 51. ~~NBE 082 Computer Maintenance..... Linda Wike~~
- 52. NBE 084 Developmental English..... Linda Wike
- 53. NBE 085 Fitting and Alterations..... Camille Brown

54. NBE 086 Children's Clothing.....	Camille Brown
55. NBE 088 Special Occasion Sewing	Camille Brown
56. NBE 094 Readiness for Employment	Doretha Jones
57. NBE 095 Shielded Metal Arc Welding	Joe Boire
58. NBE 097 Life Skills Reading.....	Larry Herrington

It was moved by Greg Larson and seconded by Brian Thiebaut to approve items 46-47, 49-50, 52, and 55-58 as revised courses with changes noted and items 45, 48 and 53-54 as updated courses. (The outline for item 51 did not make it in time for the meeting; it was postponed until the next meeting.) All members in favor; motion carried.

Changes were made to the course descriptions on items 46-47, 49-50, 52, and 57. The hours and description was changed on item 56 and item 58 had changes to the hours only.

59. NUR 103 Introduction to Pharmacology I	Sue Valenzuela
60. NUR 104 Fundamentals of Nursing I	Sue Valenzuela
61. NUR 108 Nutrition I	Sue Valenzuela
62. NUR 250 IV Therapy Techniques for Nurses	Sue Valenzuela

It was moved by Greg Larson and seconded by Sandra Sher to approve items 59-62 as revised courses with changes noted. All members in favor; motion carried.

Item 59 had changes to the hours, transfer status, corequisite and description; item 60 had changes to the hours, transfer status and corequisite; item 61 had changes to the transfer status, prerequisite and description; item 62 had changes to the hours, transfer status, prerequisite and description.

63. OFA 131 Career/Information Word Processing Applications..	Reva Gilmore/Linda Martin
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It was moved by David Silva and seconded by Sandra Sher to approve item 63 as a revised course with changes noted. All members in favor; motion carried.

Changes were made to the transfer status and course description.

64. PHE 131 Introduction to Weightlifting	Mark Thome
65. PHE 132 Intermediate Weightlifting	Mark Thome
66. PHE 133 Advanced Weightlifting I	Mark Thome
67. PHE 134 Advanced Weightlifting II	Mark Thome
68. PHE 140 Adaptive Water Activity	Joe Jondreau
69. PHE 176 Introduction to Golf	Mark Thome
70. PHE 177 Intermediate Golf	Mark Thome
71. PHE 178 Advanced Golf	Mark Thome
72. PHE 179 Competitive Golf	Mark Thome

It was moved by Brian Thiebaut and seconded by Greg Larson to approve items 64-72 as revised courses with changes noted. All members in favor; motion carried.

Items 64-67 had changes to the titles, units, prerequisites and descriptions; item 68 had changes to the units, hours and description; items 69-72 had changes to the title (item 69 only), units, prerequisites and descriptions.

73. PSY XXX Case Management I Jerry Lewis

It was moved by David Silva and seconded by Brian Thiebaut to postpone item 73 for further review from the proper division. All members in favor; motion carried.

74. PSY 215 Social Psychology Chris Jones-Cage

It was moved by Joe Jondreau and seconded by Greg Larson to approve item 74 as a revised course with changes noted. All members in favor; motion carried.

Changes were made to the recommendation and course description.

C. Removal of courses from catalog and educational plans

1. Building Construction Technology - BCT 111 – Home Construction – Finish Jim Vikse
2. Agriculture and Botany - AGR 130, 132, 134, 136, 138, 140, 142, 144, 146, 148, 150, 152, 160, 162, 164, 166, 168, 170, and BOT 130 and 131... Math and Science Division
3. Physical Education Courses - PHE 106, 108, 109, 123, 124, 125, 145, 146, 147, 148, 159, 160, 189, 190, 191, 193, 195, 196 and 198. Solomon Osayande
4. English – ENG 159 Speed Reading..... Jana Carter

It was moved by Brian Thiebaut and seconded by Greg Larson to approve the removal of the courses listed under this section, from the catalog and educational plans. All members in favor; motion carried.

D. Move courses to inactive status

1. English – ENG 086, 088, 090, 092, 136, and 137 Jana Carter
2. English as a Second Language – ESL 080, 081, 082, 083, 096, and 097 Jana Carter

It was moved by Greg Larson and seconded by Brian Thiebaut to approve moving the courses listed under this section to inactive status. All members in favor; motion carried.

VI. Discussion/Information Items

VII. Next Meeting – *May 15, 2003*

VIII. Adjournment of Meeting

Linda Martin

Being no further business, the meeting adjourned at 5:10 p.m.