

# PALO VERDE COMMUNITY COLLEGE DISTRICT CURRICULUM COMMITTEE TRAINING

## MINUTES

Thursday – September 17, 2015

3:00 PM

CS 236

### I. **Opening of Meeting**

Meeting is called to order by Hortensia Rivera at 3:03 PM

#### 1. **Roll Call**

ASG Representative	_____
Hortensia Rivera, Co-Chair	_____ X
Sean Hancock, Co-Chair	_____ X
Derek Cople, Division of Allied Health Chair	_____ X
K. Eoff/K. Redwine, Division of Hist., Soc. & Beh. Sci. Chair	_____ X
Brian Thieboux, Division of Lang. Arts & Comm. Studies Chair	_____
Peter Martinez, Division of Business Chair	_____ X
Henry Rinaldi, Division of Vocational Education Chair	_____ X
Sandra Sher, Division of Math & Science Chair	_____ X
Lorenzo Lujano, Division of Student Academic Support Services Chair	_____

#### **Ex-Officio Members**

Irma Dagnino, Articulation Officer	_____
June Turner, Librarian	_____
Shelley Hamilton, Director of A&R	_____
Melinda Walnoha, Temporary Assistant	_____ X

Guest(s): \_\_\_\_\_

Recorder: Denise Taylor, Instructional Services Manager

### II. **Approval of Agenda and Minutes**

#### 1. **Approval of Agenda**

It was moved by Kevin Eoff and seconded by Peter Martinez to approve this agenda.

Unanimous - Motion Carried

#### 2. **Approval of Minutes**

It was moved by Peter Martinez and seconded by Kevin Eoff to approve the minutes from the **05/14/2015** meeting.

Unanimous - Motion Carried

**III. Discussion and Information Items** – Ms. Rivera supplied flash drives to all committee members containing the following information. She reviewed all items and took questions on process.

1. Division Chairs – What is my role in curriculum?
2. Academic Organization by Discipline (Credit courses 2015/2016 & Non-Credit).
3. COR Status (Revised 8.15) – Spreadsheet current updates and COR's dated beginning 2010 or earlier need content review updates).
4. 2015/2016 Technical Review Committee (TRC) & Curriculum Calendar.
5. COR's – PROCESS/Timeline
6. PVC Board Policy –bp4020
7. Curriculum Resources: [www.cccco.edu](http://www.cccco.edu) & [www.paloverde.edu](http://www.paloverde.edu)
  - a. COR Template
  - b. CB Data Element Dictionary
  - c. Substantial vs Unsubstantial changes
  - d. TOP Codes/Taxonomy of Programs (6<sup>th</sup> Edition)
  - e. COR Assignments – Distinguish for type of modality
  - f. Program & Course Approval Handbook (PCAH), 5<sup>th</sup> Edition
  - g. The Course Outline of Record: A Curriculum Reference Guide (2008)
  - h. Distance Education Guidelines (2008 Omnibus Version from CCCCO)
  - i. Distance Ed Accessibility Guidelines Final (2011 from CCCCO)
  - j. Repetition Guidelines
  - k. Prerequisite Guidelines
  - l. CCCCO Units/Hours Worksheet
8. Other: N/A

**IV. Action Items – COURSES REVIEWED AND APPROVED BY TECHNICAL REVIEW 9/8/15.  
ITEMS LISTED BELOW WILL BE ADDED TO 2016/2017 CATALOG.**

**1. New and Revised Courses and Programs:**

1. **NUR 102: F2F, Substantial – CB05 NT to TCSU, CB09 C to E, SLO's** **V. Armstrong**  
Moved to approve by Peter Martinez and seconded by Kevin Eoff.  
Unanimous – Motion Carried.
2. **NUR 109: F2F, Substantial-Units (10), CB09 B to C, content, textbook, SLO's** **V. Armstrong**  
Moved to approve by Kevin Eoff and seconded by Peter Martinez.  
Unanimous – Motion Carried.
3. **NUR 112: F2F, Substantial-Units (7.5), content, textbook, SLO's** **V. Armstrong**  
Moved to approve by Kevin Eoff and seconded by Peter Martinez.  
Unanimous – Motion Carried.
4. **NUR 117: F2F, Substantial-Title, CB09 B to E, content, textbook, SLO's** **V. Armstrong**  
Moved to approve by Peter Martinez and seconded by Henry Rinaldi.  
Unanimous – Motion Carried.
5. **NUR 120: F2F, Substantial-Units(10), CB09 B to C, content, textbook, SLO's** **V. Armstrong**  
Moved to approve by Kevin Eoff and seconded by Peter Martinez.  
Unanimous – Motion Carried.
6. **NUR 121: F2F, Substantial- CB09 B to C, content, textbook, SLO's** **V. Armstrong**  
Moved to approve by Peter Martinez and seconded by Sandra Sher.  
Unanimous – Motion Carried.

- 7. **NUR 124: F2F, Substantial- CB09 B to C, content, textbook, SLO's** **V. Armstrong**  
Moved to approve by Kevin Eoff and seconded by Henry Rinaldi.  
Unanimous - Motion Carried.
- 8. **NUR 127: F2F, Substantial-Units to 7.5, content, textbook, SLO's** **V. Armstrong**  
Moved to approve by Kevin Eoff and seconded by Sandra Sher.  
Unanimous - Motion Carried.
- 9. **LVN Program; Revised & updated** **V. Armstrong**  
Moved to approve by Peter Martinez and seconded by Henry Rinaldi.  
Unanimous - Motion Carried.

2. **Informational Items: SLO's &/or Textbook Changes:** Nothing to report.

3. **Courses and Programs to be on Inactive Status:**

**ENG 080**

**ENG 089**

**RDG 082**

Moved to approve by Peter Martinez and seconded by Derek Copple.  
Unanimous - Motion Carried.

V. **Upcoming Meetings:** All curriculum meetings are scheduled on the PVC master calendar.

VI. **Adjournment of Meeting**

This meeting was adjourned at 4:20 PM