Minutes
Committee on Programs and Curricula (CPC)
September 17, 2010

Present: Erica Balbag-Gerard, Mike Barros, Michael Cress, Ross Egloria, Jennifer Higa-King, Karadeen Kam-Kalani, Femar Lee, Scot Parry, Sam Rhoads, Richard (Scotty) Rhode, Marcia Roberts-Deutsch, Eric Shaffer, Bert Shimabukuro, Cynthia Smith, Kerry Tanimoto, Cyndi Uyehara, Russell Uyeno, Pat Yahata

Guests: Frank Mauz, Cory Takemoto, Jerry Saviano

1. Meeting called to order. Everyone introduced themselves around the table.
2. Sign-up sheet for CPC recorder duties for the year was passed around the table.
3. Minutes from April 30, 2010 meeting approved with no changes/edits.
4. CPC Charter has been updated to reflect changes discussed from last year. Updated charter is on the Intranet.
5. MATH 98M and MATH 97 experimental courses explained by Cory Takemoto and Frank Mauz. MATH 98M is the experimental course for the redesign of MATH 20BCD. MATH 98M is a 5 credit semester-long course using the ALEKS computer program and is self-paced. If student does not complete the entire curriculum of MATH 98M, MATH 97 is used as a “placeholder” for the student to acknowledge that the student completed part of MATH 98M (student does not pay for MATH 97 when used). In the subsequent semester, the student can thus register for MATH 98M again (for another 5 credits) and after taking an ALEKS skills assessment, can continue with the uncompleted portion of MATH 98M. If the student completes MATH 98M before the end of the semester, the student is awarded completion and is done with the course before the end of the semester. Student can use the MATH 97 “placeholder” twice. MATH 98M is confirmed as showing up on the COMPASS Placement report but it is unknown if the Banner prerequisite blocks have been successfully inputted and completed (so that a course that originally had MATH 20 as a pre-requisite will now accept MATH 98M as the same pre-requisite). It is still unknown at this time what these experimental MATH courses will be numbered once the experimental period has been completed.
6. ENG 97, 98, 197, and 198 experimental courses explained by Jerry Saviano. ENG 97 and 197 and experimental courses for a developmental reading curriculum. ENG 97 will eventually become ENG 8 and ENG 197 will become ENG 18. ENG 98 and 198 are the experimental courses for the developmental writing curriculum that was ENG 20BCDE. ENG 98 will eventually become ENG 9 and ENG 198 will become ENG 19. Placements will be determined by the COMPASS Placement Exam for both the reading and writing tracks. None of the courses are co-requisites. Also, any student placing into ENG 22 or higher for writing will be exempt from having to enroll in any developmental reading courses (regardless of the student’s reading placement score). Sam suggested re-numbering the 197 and 198 experimental courses to 97B and 98B to reduce the confusion that 100-numbered experimental courses are going to be converted to 100-level courses in the regular curriculum (since ENG 197 and ENG 198 will not be 100-level courses when they complete their experimental probationary period). So ENG 97
and ENG 98 would become ENG 97A and ENG 98A and ENG 197 and ENG 198 would become ENG 97B and ENG 98B under Sam’s suggestion.

7. Pat and Sam have redesigned the curriculum forms and created a few new ones. After some discussion about the forms, a question was raised as to whether or not the current forms on the Intranet would be accepted for any course actions. Eric moved to consider the current CAP forms as valid for the current semester until the newly redesigned forms are edited further. Scotty seconded the motion. No discussion. Motion passed. Sam also brought up another issue with the new SLO form. He thought that it was unnecessary to have the “existing SLOs” box on the form since the committee would only be deciding on whether the new SLOs were acceptable. Sam motioned for modifying the SLO form to remove the “existing SLOs” box from the new SLO form. Eric seconded the motion. Discussion from Ross, Jennifer, and Marcia revolved around the need to have the “existing SLOs” as a matter of reference. Motion did not pass. It was also voiced at the meeting what Erika’s official title was and whether it was “Vice Chancellor of Academic Affairs” or “Vice Chancellor for Academic Affairs” because on some of the forms, both titles are used and it should be limited to one for consistency. Ross asked Erika and she said that she usually signs her position as “Vice Chancellor, Academic Affairs” but of the two presented, she says “Vice Chancellor of Academic Affairs”.

8. Cynthia presented a briefing on Distance Education. The Distance Education Review Board membership has been revised to encompass a more appropriate approving body for DE proposals. Lianne will handle the scheduling component of DE while Cynthia will be handling the DE curriculum approval process.

9. Other anticipated curriculum actions and policy issues for the Fall 2010 semester:
   a. Russell informed the committee to be on the lookout for new SLOs for AJ as well as an experimental course and cleaning up the diversification designation for certain Tech II courses.
   b. Mike informed the committee that the committee will be informed of “approval to plan” a new degree program in Construction Management. AEC will be teaching an experimental course for this future program. Bert informed the CPC that ABRP might be rethinking the i-Car curriculum to better meet the needs of people already in the industry seeking re-certification in certain skills. DISL is currently teaching in a NATEF format in order to pursue NATEF certification for the program.
   c. Eric informed the committee that a new literature course would be coming through.
   d. Kerry informed the committee that a transfer-level Physics course is being developed for CENT/MELE as well as an organic Chemistry course.
   e. Erica informed the committee that Student Services would like clarification on MATH 55 and 111. Dormant? Running?

10. NEXT CPC MEETING, FRIDAY, OCTOBER 15, 2010, 9:00AM, 2-614

Minutes respectfully submitted by Ross Egloria.