1. **Standing Items**
   A. Call to Order @2:35 pm
   B. Changes to the Agenda None.

2. **Curriculum Items**
   A. Curriculum Committee and Tech Review schedule
   Curriculum meetings will alternate with Tech Review meetings, with the first Tech Review on Sept. 11th, and the last two sessions will be Curriculum meetings on Nov. 27th and Dec. 4th.
   Correct schedule to reflect Presentations as follows: Drama, Oct. 2 and Music, Oct 16.
   Also add CSU, UC and IGETC dates to schedule with appropriate back dates for support and information.

   B. Curriculum Committee and Tech Review Process
   Tech review sessions will be held in TB 120 (next to Jodi’s office), with the first held on Monday, September 11 at 2:30 pm. Curriculum sessions will continue to meet in BC 101. Motion to attempt to schedule Tech review session in a larger meeting place with computer or wireless access.
   Procedure (also on the intranet):
   1) Faculty will turn in a signed hard copy to Jodi’s office the Thursday PRIOR to the Tech review meeting
   2) Tech Review will forward all accurate and complete courses to UDWC for approval. Incomplete courses will be returned with notes to the originator for corrections, which will also be documented in the minutes.
   3) Courses with corrections will require a hard copy with signatures AND an electronic copy for Curriculum approval and archiving to be submitted to Jodi’s office.
   4) All courses MUST be approved by UDWC prior to approval by Curriculum.
   5) Approved course will be forward by the Curriculum Committee to the V.P. of Academic Affairs, then to the Board of Trustees for final approval and adoption.
Motion to create a quick reference cover sheet to use when reviewing courses that can be provided to the course/material originator to aid in corrections and help expedite the Tech Review process. A.J. Ritchie, 2nd

C. Proposed Curriculum Committee and Tech Review members
Curriculum members recommended that new members join the Curriculum sessions, while experienced members participate in the Tech Review sessions. Several current members plan to participate in both sessions. Motion to allow departments to provide two members, one for each session to provide greater involvement for said department without increasing a single faculty member’s time commitment. A.J. Ritchie, 2nd G. Hritz, unanimous.

A motion to have D. Wilson request for an Academic Senate representative to participate in Curriculum and to report back and forth, as there have been 3 senators on curriculum in the past. All current members, including the Curriculum Chair have scheduling conflicts. In addition, a memo from the Curriculum Committee to be sent to the next Department Chairs meeting on Tuesday September 5 outlining the areas that lack representation, and to remind all department chairs that in lieu of a representative, it is the chairperson’s responsibility to attend (as outlined in the Gold Book of District and Board Policies). A.J. Ritchie, 2nd L. Hlavachek, unanimous.

J. Langinger informed the committee that she would not continue as a member as a result of disagreements with the Director of Health Sciences.

D. Course Outline Guide
Printed copies were distributed at Department chairs meeting on August 15th. Printed copies will be distributed to CC members at the next two meetings. The PDF version is available online in the Forms section of the Intranet CC site. A printed version of the Guide will be given to CC and TR members at the following two meetings.

In addition, the new printed COM catalog should be arriving within the week and every faculty member should receive a copy in their mailbox–please remember to bring your copy of the Course Guide and the catalog to all Curriculum and Tech Review meetings.

Meeting adjourned at 3:50 pm.
ITEM I
The Tech Review Committee held its first session, with 13 items to review. One item on the agenda was not provided. Below is a brief description:

1) BIOL 160 – returned for corrections
2) Discipline Review for Interior Design – moved forward for presentation
3) NE 220B – moved forward for approval
4) ENGL 150 – returned for changes and corrections to meet UC requirements as noted by UC rep. Concern about additional student unit added without discussion or justification, may impact students. Additional unit not justified, may be disallowed by UDWC.
5) ETST 154 – returned for changes to meet CSU (and UC) requirements
6) DANC 132 – returned for corrections and typos
7) DANC 133 – returned for corrections and typos
8) DANC 154 – returned for corrections and typos
9) BIOL 150 – returned. Lecture unit not appropriate for an Internship class, must include service hours for student. This may increase both student and teaching units for course.
10) Certificate in Environmental Science – moved forward for approval, however there were questions regarding the statement and the format of the certificate.
11) ART 138 – returned. Requires new form, some items incorrect or incomplete.
12) DANC Discipline Review document due – not provided.
13) BIOL 138 – Title change, no other changes. Approved (course with previous title approved in Spring 2006).

All of the above material was annotated on the original hard copy form provided, along with a cover sheet that outlines items that are incomplete, incorrect or contain typos. At the conclusion of this meeting Monday evening at 5 pm, all the materials listed above were placed into the respective originator’s mailbox in the KTD mailroom or the respective department’s mailbox if the faculty member listed lacked a mailbox (ETST 154).

ITEM II
The nomination of Radica Portello as the curriculum rep for Modern Languages will greatly assist in the communication between the Academic Senate and the Curriculum Committee. However, I will continue to provide weekly written reports to the Senate.
Curriculum Committee Minutes
Meeting Fall Semester, Monday, September 18, 2006 at 2:30 p.m.
In BC 101, College of Marin, Kentfield Campus

<table>
<thead>
<tr>
<th>Voting Membership</th>
<th>Nonvoting Membership</th>
<th>Unrepresented</th>
</tr>
</thead>
<tbody>
<tr>
<td>X Becky Brown, Life &amp; Earth Sciences</td>
<td>Jodi Fitzgerald, Curr/Artic Specialist</td>
<td>Behavioral Sciences</td>
</tr>
<tr>
<td>Peggy Dodge, Co-Rep Health Sciences</td>
<td>Anita Martinez, VP Student Learning</td>
<td>Community Education</td>
</tr>
<tr>
<td>Letta Hlavachek, Co-Rep Counseling</td>
<td>Pamela Mize, Dean Enrollment Services</td>
<td>Communications</td>
</tr>
<tr>
<td>George Hritz, Career Education</td>
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<td>Community Education</td>
</tr>
<tr>
<td>X Radica Portello, Modern Languages</td>
<td>Cari Pogan, Dir Ed Serv/Articulation</td>
<td>DSPS</td>
</tr>
<tr>
<td>X Karen Robinson, Co-Rep Counseling</td>
<td>Erik Dunmire, Dean Math/Sci/Learn Tech</td>
<td>English/Humanities</td>
</tr>
<tr>
<td>X Rion Smith, Classified Rep</td>
<td>Nanda Schorske, Dean Workforce Develop</td>
<td>English as a Second Language</td>
</tr>
<tr>
<td>X Hoa-Long Tam, Student Rep</td>
<td>David Snyder, Dean Arts and Humanities</td>
<td>Fine and Visual Arts</td>
</tr>
<tr>
<td>X Derek Wilson, Chairperson</td>
<td></td>
<td>Library</td>
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<td></td>
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<td>Mathematics</td>
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<td>Health Sciences</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Career Education</td>
</tr>
</tbody>
</table>

I. Standing Items
A. Call to Order @ 2:40 pm
B. Changes to the Agenda Addition of items 8 and 9 (PE courses)
C. Approval of August 28, 2006 minutes motion to approve w/change: correct title from Director of Nursing to Director of Health Sciences. R. Portello, 2nd H. Tam, unanimous.

II. Courses for Approval
1. BIO 138 Introduction to Biological Sciences (should be “Environmental Sciences”)  
   Motion to approve with title change to Intro to Environmental Sciences and check both A & B for #23- R. Smith, 2nd K. Robinson, unanimous.
2. Interior Design: Discipline Review Document  
   Request to be sent to Art faculty for electronic version and to reserve a date to present Interior Design Discipline Review.
3. N E 220B Pharmacology in Nursing  
   Motion to approve - K. Robinson, 2nd H. Tam, unanimous.
4. Skill Certificate in Environmental Science  
   Motion to approve - H. Tam, 2nd B. Brown, unanimous.
5. DANC 132 Musical Theatre  
   Motion to approve - K. Robinson, 2nd R. Smith, unanimous.
6. DANC 133 Musical Theatre II  
   Motion to approve - H. Tam, 2nd B. Brown, unanimous.
7. DANC 154 Dance Production  
   Motion to approve - H. Tam, 2nd B. Brown, unanimous.
8. PE 110  
   Motion to approve – K. Robinson, 2nd B. Brown, unanimous.
II. Courses for Approval (continued)

9. PE 146

Motion to approve - K. Robinson, 2nd B. Brown, unanimous.

Meeting adjourned at 4:15 pm.
ITEM I
The Curriculum Committee reviewed the following documents and material on Monday:

1. Discipline Review due: Drama not received
2. ASL 203 Intermediate Sign Language III Correct & return to Tech Review
3. HIST 211 Women in American History and Politics Correct & return to Tech Review
4. POLS 211 Women in American History and Politics Correct & return to Tech Review
5. P E 122 Exercise for adults with Special Needs - Certification Training Correct & return to Tech Review
6. P E 123 Group Fitness Instructor Certification Training Correct & move forward
7. P E 124 Athletic Coaching Education: A Positive Coaching Alliance Cert Correct & move forward
8. P E 125A Fitness Correct & move forward
9. P E 125C Aerobic Fitness Correct & move forward
10. P E 125D Fitness, Intercollegiate Sports Correct & move forward
11. P E 125H Fitness Cross Training Correct & move forward
12. P E 116 Career Opportunities in Wellness and Fitness (Cross Listed H ED 116) Correct & move forward
13. P E 117 Basketball Correct & move forward
14. P E 119 Effective Teaching Strategies in Wellness and Fitness Correct & move forward
15. ART 138 Art Critique Correct & move forward
16. ETST 154 Native American Literature (special consent needed) Pre-approved by Tech Review for submission to Assist.org for 10/1 due date Requires clarification of Lab vs. Lecture course outline for UC. Return to Tech review prior to submission in Nov. 2006.
17. BIOL 138 Introduction to Environmental Science (special consent needed)

All of the above material was annotated and placed in the respective faculty member’s mailbox in the KTD mailroom Monday, September 25th at 4:30 pm.

Item II
The Discipline Review documents for both Dance and Drama have not been received, and are both late. Discipline Reviews documents are required one week in advance prior to the Discipline Review presentation(s).
Curriculum Committee Minutes
Meeting Fall Semester, Monday, October 2, 2006 at 2:30 p.m.
In BC 101, College of Marin, Kentfield Campus

Voting Membership
X Becky Brown, Life & Earth Sciences
X Peggy Dodge, Co-Rep Health Sciences
Letta Hlavachek, Co-Rep Counseling
X George Hritz, Career Education
X Radica Portello, Modern Languages
X Karen Robinson, Co-Rep Counseling
X Rion Smith, Classified Rep
X Hoa-Long Tam, Student Rep
X Derek Wilson, Chairperson

Nonvoting Membership
Jodi Fitzgerald, Curr/Artic Specialist
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Pamela Mize, Dean Enrollment Services
Cari Pogan, Dir Ed Serv/Articulation
Erik Dunmire, Dean Math/Sci/Learn Tech
Nanda Schorske, Dean Workforce Develop
David Snyder, Dean Arts and Humanities

Unrepresented
Behavioral Sciences
Business Information Systems
Community Education
Communications
Community Education
DSPS
English/Humanities
English as a Second Language
Fine and Visual Arts
Library
Mathematics
Performing Arts
Physical Education/Health
Physical Sciences
Social Sciences

I. Standing Items
A. Call to Order @ 2:35 pm
B. Changes to the Agenda add item III. 3. As per J. Fitzgerald’s request.
C. Approval of September 18, 2006 minutes motion to approve, K. Robinson, 2nd R. Portello, unanimous.

II. Courses for Approval
1. ETST 154 Native American Literature
   Motion to approve with the following changes, G. Hritz, 2nd K. Robinson, unanimous: #18 Check B, C and G; #22 check D 3 and 6; #30 add D 3 and 6; #36 add “This meets Area B, C and G requirements.”

2. BIO 150 Career Opportunities in Environmental Science
   Motion to return to revise course title, units, outline and objectives. #2 is missing complete title. Is this an Intro to Careers lecture course or an Internship course with fieldwork?
   If Intro lecture course, no fieldwork hours or assignments. If it is an Internship course, students must receive units for the 6 fieldwork hours per week (additional 2 S.U.) which may require additional T.U. for coordination.
   Look at ENGG 110 Intro 1.0 unit and BEHS 252 Internship 3.0 units.

3. ENGL 150 Reading and Composition (1A)
   Motion to place course on hold until next Curriculum meeting on Oct. 16th. Request to have English Chairperson (or Representative) and Area Dean present to address feasibility issues regarding additional units vs. total transfer students (e.g. currently 11 sections of ENG 150 at 3 units with approximately 23 students each vs. 8 sections at 4 units each with a cap of 28 students each).
   Corrections required: #29 N/A is not appropriate, especially with additional units added; Address #29 and #31 completely; 30 add “counts as CSU Area A2, IGETC 1A” ; #36 add “other enrollment limitation: Placement Test”; #41 Strike “Appreciate and…” from item 1; #45 remove entire parenthetical statement “(no more than…”.

4. PE 117 Basketball Deferred.

5. PE 119 Effective Teaching Strategies in Wellness and Fitness Deferred.

6. PE 124 Athletic Coaching Education: A Positive Coaching Alliance Cert Deferred.
7. PE 125A Fitness Deferred.
8. PE 125C Aerobic Fitness Deferred.
10. PE 125H Fitness Cross Training

III. Other Items
   1. Activity/Performance courses in Area C
   2. Discipline Reviews for Performing Arts, Fall 2006
      A. Dance
      B. Drama
      C. Music
   3. Update Curriculum Course Form to be a single document and include the following:
      A. A break down of Lecture vs, Lab units/hours for OSCAR data input
      B. Remove the word “sample” from “Sample Out-of-class Assignments” in #46
      C. Update IG/TC/UC/CSU columns in #22 and #23
      D. Add Repeat Matrix pages
      E. Create a separate signature page that includes previous review dates and signatures.

Request for additional suggestions by committee members.

All items in section III. Deferred due to lack of time.

Motion to adjourn at 4 pm.
## ITEM I

The Curriculum Committee reviewed the following documents and material on Monday:

<table>
<thead>
<tr>
<th>Status</th>
<th>Course</th>
<th>Course Number</th>
<th>Course Title</th>
<th>Notes</th>
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<td>102</td>
<td>Music Masterworks</td>
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</tr>
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<td>Piano I</td>
<td>Return to T.R.</td>
</tr>
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<td>MUS</td>
<td>173A</td>
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<tr>
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<td>American Red Cross Lifeguard Training</td>
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<td>Images of Race, Gender, and Class in the Media</td>
<td>Return to T.R.</td>
</tr>
<tr>
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<td>203</td>
<td>Intermediate Sign Language III</td>
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<tr>
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<td>203</td>
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<tr>
<td>Not received.</td>
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<td>138</td>
<td>Art Critique</td>
<td>Move forward.</td>
</tr>
<tr>
<td>Not received.</td>
<td>COUN</td>
<td>114</td>
<td>College Success Investigations</td>
<td>Return to T.R.</td>
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<tr>
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<td>241</td>
<td>BAR 2007 Smog Check Technician Update Training Course</td>
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<tr>
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<td>Exercise for Adults with Special Needs - Certification Training</td>
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<tr>
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<td>COUN</td>
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<td>College Success Investigations</td>
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<tr>
<td>Withdrawn</td>
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<td>138</td>
<td>Art Critique</td>
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</tr>
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<td>Swimming</td>
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<td>Intercollegiate Athletics Baseball</td>
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<td>Intercollegiate Basketball (Men and Women)</td>
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<tr>
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<tr>
<td>Return to T.R.</td>
<td>MUS</td>
<td>221</td>
<td>Ear Training III</td>
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</tr>
</tbody>
</table>

* These courses were incomplete due to a copying error by a new staff member in Jodi’s office. These courses will be reviewed at the next Tech Review session on October 23rd.

All of the above material was annotated and placed in the respective faculty member’s mailbox in the KTD mailroom Monday, October 9th at 5:15 pm.
Item II
The Discipline Review documents for both Dance and Music have not been received, and are both late. Discipline Reviews documents are required one week in advance prior to the Discipline Review presentation(s).

Item III
English 150 will be discussed at the next meeting of Curriculum on Monday, October 16. This course was put on hold to allow the area dean, and an English Dept. representative to present to address the following concerns:

- The increase in teaching units for a class that has run 11 sections in the past—where will the additional units come from?
- If sections are decreased due to the additional teaching unit per section, will it lock out students and further impact COM enrollment?
- What other programs may be impacted by an increase in student units from 3 to 4 for English 150?
- How does the additional student unit impact enrollment for this and other transfer classes at COM—will more students migrate to other CCs?

Item IV
The second review for UC Transfer Credit and the IGETC and CSU GE Submissions dates are fast approaching. It would be best to have all outlines (see below) through the Curriculum Committee by the **November 13** Curriculum Committee meeting especially for the UC transfer credit courses. If changes are needed for your course to pass the Curriculum Committee, please comply as soon as possible. This will help us to qualify your course for the 2007-08 Catalog.

Please note: UC/CSU require lab courses to have the lab content and lab manuals specified in the outline. Also list the out-of-class assignments rather than one sample.

(See attached email from Jodi Fitzgerald)
This is a heads up notice. The second review for UC Transfer Credit and the IGETC and CSU GE Submissions dates are fast approaching. It would be best to have all outlines (see below) through the Curriculum Committee by the **November 13** Curriculum Committee meeting especially for the UC transfer credit courses. If changes are needed for your course to pass the Curriculum Committee, please comply as soon as possible. This will help us to qualify your course for the 2007-08 Catalog.

Please note: UC/CSU require lab courses to have the lab content and lab manuals specified in the outline. Also list the out-of-class assignments rather than one sample.

Thanks, as always, for your help.
Jodi

<table>
<thead>
<tr>
<th>Course</th>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
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<td>ASL</td>
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<td>Lab content and manual</td>
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<td>BIOL/GEOL</td>
<td>138</td>
<td>Lab content and manual</td>
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<td>Lab content and manual</td>
</tr>
<tr>
<td>CHIN</td>
<td>102</td>
<td>Lab content and manual</td>
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<tr>
<td>COUN</td>
<td>114</td>
<td>Lab content and manual</td>
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<tr>
<td>ENGL</td>
<td>150</td>
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<tr>
<td>COMM/JOUN</td>
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<td>Recertification for UCB American Cultures Requirement</td>
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</table>

Any math course going through Discipline Review that has significant content changes.
Any PE course going through Discipline Review that has number and significant content changes.
Any course submitted during the first UC transfer cycle this year that will need additional work to qualify.
Any performing arts activity courses going through discipline review that may be on the CSU GE list.
Curriculum Committee Minutes
Meeting Fall Semester, Monday, October 16, 2006 at 2:30 p.m.
In BC 101, College of Marin, Kentfield Campus

Voting Membership
X Becky Brown, Life & Earth Sciences
X Peggy Dodge, Co-Rep Health Sciences
X Letta Hlavachek, Co-Rep Counseling
X George Hritz, Career Education
X Radica Portello, Modern Languages
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Unrepresented
Behavioral Sciences
Community Education
Communications
Community Education
DSPS
English/Humanities
English as a Second Language
Fine and Visual Arts
Library
Mathematics
Performing Arts
Physical Education/Health
Physical Sciences
Social Sciences
Classified

I. Standing Items
   A. Call to Order @ 2:40 pm
   B. Changes to the Agenda Review items II. 3 and 11 first, then review remainder of items on agenda. Strike items 9 and 10 as they are duplicates of items 2 and 3.
   C. Approval of October 2, 2006 minutes Motion to approve P. Dodge, 2nd K. Robinson, unanimous.

II. Courses for Approval
1. PE 117 Basketball
   Motion to approve pending corrections G. Hritz, 2nd H. Tam, unanimous: #6 T.U. are incorrect; #14 check Transfer; #19 AS in Physical Ed. & Health; #30 add “…to UC and CSU [strike SFCC note]. Will be submitted as CSU Area E.”; #42 strike “with some lecture” [no lecture hours].
2. PE 119 Effective Teaching Strategies in Wellness and Fitness
   Motion to return for corrections G. Hritz, 2nd K. Robinson, unanimous: #19 AS in Physical Ed & Health; #27 incomplete (what are the revisions?); #32 Expand on reasons for cross listing w/Health 119, etc.; #33 brief text related to 32; #34 online course info required for online courses; #47 are newer editions available? If so, please use.
3. PE 124 Athletic Coaching Education: A Positive Coaching Alliance Cert
   Motion to approve pending corrections G. Hritz, 2nd K. Robinson, unanimous: #13 & 42 teaching methods, list online delivery; #39 state “May be offered as online course.”; #40 add alternate info for course when offered as online section.
4. PE 125A Fitness Deferred, due to lack of time.
5. PE 125C Aerobic Fitness Deferred, due to lack of time.
6. PE 125D Fitness, Intercollegiate Sports Deferred, due to lack of time.
7. PE 125H Fitness Cross Training Deferred, due to lack of time.
8. PE 117 Basketball Deferred, due to lack of time.
9. PE 119 Effective Teaching Strategies in Wellness and Fitness [Duplicate, remove]
10. PE 124 Athletic Coaching Education: A Positive Coach Alliance Cert. [Duplicate, remove]
11. COMM 160 Images of Race, Gender, and Class in the Media
Motion to approve pending corrections G. Hritz, 2nd K. Robinson, unanimous: #36 insert “…as Area C.” Insert last two sentences from #39, catalog description using “… it explores…”
12. ENGL 150 Reading and Composition (1A), Discussion
Motion to return course for corrections and interdepartmental discussion G. Hritz, 2nd H. Tam, unanimous: #29 and 31 (N/A is not appropriate) provide justification for additional units; #33 confer with other departments that require ENGL 150 to ensure additional unit will not impact degrees or certification in the respective area (e.g. Art, Biology, Communication. Computer Science, Nursing, Physics, etc.)—suggested that an email is sent from English to all departments, and that a meeting is arranged between English and Nursing with the area deans present.
In addition, a memo was distributed to persons present at the CC meeting from A. Martinez regarding English 150 (hard copy provided in AS President’s mailbox).

III. Other Items
1. Discipline Reviews for Performing Arts, Fall 2006
   A. Dance
   B. Drama
   C. Music
2. Activity/Performance courses in Area C (IGETC/UC)
3. Update Curriculum Course Form to be a single document and include the following:
   A. A break down of Lecture vs, Lab units/hours for OSCAR data input
   B. Remove the word “sample” from “Sample Out-of-class Assignments” in #46
   C. Update IGETC/UC/CSU columns in #22 and #23
   D. Add Repeat Matrix pages
   E. Create a separate signature page that includes previous review dates and signatures.
      Request for additional suggestions by committee members.

All items in section III. deferred, due to lack of time.

Motion to adjourn @ 4:40 pm K. Robinson, 2nd H. Tam, unanimous.
ITEM I

The Curriculum Committee reviewed the following documents and material on Monday:

Status: Tech Review Session 4: October 23, 2006

Deadline for CSU GE and IGETC Submission and Late UC Transfer

Not Received

Discussion

SCHED

Move forward. 1 P E 120 Introduction to Sport and Exercise Psychology
Return to T.R. 2 P E 132 Individual Activities
Move forward. 3 P E 143 Basic Athletic Injuries
Move forward. 4 P E 147 Soccer
Move forward. 5 P E 150 Softball
Move forward. 6 P E 155 Swimming
Move forward. 7 P E 156 Instructional Lap Swimming
Move forward. 8 P E 160 Tennis
Move forward. 9 P E 164 Sports Conditioning
Move forward. 10 P E 167 Volleyball
Move forward. 11 P E 169 Weight Training
Move forward. 12 P E 173A Yoga, Beginning
Move forward. 13 PE 175 Intercollegiate Athletics-Baseball
Move forward. 14 PE 176 Intercollegiate Athletics-Basketball
Move forward. 15 P E 178 Football
Move forward. 16 P E 180 Intercollegiate Soccer
Move forward. 17 P E 181 Softball (Women)
Move forward. 18 P E 183 Intercollegiate Athletics/Swimming and Diving (Men and Women)
Move forward. 19 P E 185 Intercollegiate Athletics -Track and Field
Move forward. 20 PE 187 Intercollegiate Athletics -Water Polo
Move forward. 21 P E 197A Water Polo Theory
Move forward. 22 P E 216A American Red Cross Lifeguard Training
Move forward. 23 P E 267 Advanced Volleyball
Return to T.R. 24 MATH 104 Plane Trigonometry
Return to T.R. 25 MATH 104X Plane Trigonometry
Return to T.R. 26 MATH 104Y Plane Trigonometry
Return to T.R. 27 MATH 105 College Algebra
Return to T.R. 28 MATH 110 Introduction to Mathematical Reasoning
Return to T.R. 29 MATH 114 Finite Mathematics
Return to T.R. 30 MATH 115 Probability and Statistics
Return to T.R. 31 MATH 116 Linear Algebra
Return to T.R. 32 MATH 117 Discrete Mathematics
Return to T.R. 33 MATH 121 Calculus I with Applications
Return to T.R. 34 MATH 122 Calculus II with Applications
Return to T.R. 35 MATH 123 Analytic Geometry and Calculus I
Return to T.R. 36 MATH 124 Analytic Geometry and Calculus II
Return to T.R. 37 MATH 199 Seminar for Tutors
Return to T.R. 38 MATH 223 Analytic, vector analysis and Calculus III
Return to T.R. 39 MATH 224 Elementary Differential Equations
Move forward. 40 NE 203 Level II Nursing Skills Lab
Move forward. 41 NE 204 Nursing Skills Lab
Move forward. 43 NE 216L Nursing III-Adv. Concepts in Cardio Oxygenation & Renal Function
Move forward. 46  NE  236  Nursing Role-Oxygenation, Fluid, and Electrolytes
Move forward. 47  NE  236L  Oxygenation, Fluid, and Electrolytes Lab
Move forward. 48  NE  238  Nursing Role-Member within the Profession of Nursing
Move forward. 51  NE  250B  Pharmacology in Nursing
Return to T.R. 52  JPNS  105  Japanese Kanji
Move forward. 53  DENT  192  Dental Assisting Clinical
Move forward. 54  DENT  192A  Pit and Fissure Sealants
Distributed 55  DANCE  Review  Discipline Review document received

All of the above 55 items were annotated and placed in the respective faculty member’s mailbox in the KTD mailroom Monday, October 23rd at 5:30 pm.

**Item II**
The Discipline Review document for Music has not been received, and is late. Discipline Reviews documents are required one week in advance prior to the Discipline Review presentation(s).

**Item III**
Reminder: the second review for UC Transfer Credit and the IGETC and CSU GE Submissions dates are fast approaching. It would be best to have all outlines (see below) through the Curriculum Committee by the **November 13** Curriculum Committee meeting especially for the UC transfer credit courses. If changes are needed for your course to pass the Curriculum Committee, please comply as soon as possible. This will help us to qualify your course for the 2007-08 Catalog.

Please note: UC/CSU require lab courses to have the lab content and lab manuals specified in the outline. Also list the out-of-class assignments rather than one sample.

**Item IV**
Reminder: the Curriculum Committee will review and approve courses on a “first come first serve” basis. Deadline dates listed are cut off dates for materials to be reviewed, not guaranteed inclusion or approval of said courses.
<table>
<thead>
<tr>
<th>Voting Membership</th>
<th>Nonvoting Membership</th>
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<tr>
<td>X Becky Brown, Life &amp; Earth Sciences</td>
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<td>Anita Martinez, VP Student Learning</td>
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<td>Pamela Mize, Dean Enrollment Services</td>
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<td>X George Hritz, Career Education</td>
<td>X Cari Pogan, Dir Ed Serv/Articulation</td>
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<td>Erik Dunmire, Dean Math/Sci/Learn Tech</td>
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<td>X David Snyder, Dean Arts and Humanities</td>
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I. Standing Items
A. Call to Order @2:30 pm
B. Changes to the Agenda none
C. Approval of October 16, 2006 minutes Motion to approve minutes K. Robinson, 2nd G. Hritz, unanimous.

II. Courses for Approval
1. PE 125A: Fitness
   Motion to approve pending corrections, G. Hritz, L. Hlavachek, 1 abstention: #19 “AS in PE and Health”; #36 insert “meets Area H.”; #42 change “Lecture” to “Activity” (no units for lecture); #43 add space to “…& Physiology”; 3SS ln. 4, typo “effects” not affects.

2. PE 125C: Aerobic Fitness
   Motion to approve pending corrections, G. Hritz, L. Hlavachek, 1 abstention: #19 “AS in PE and Health”; #36 insert “meets Area H.”; #42 change “Lecture” to “Activity” (no units for lecture).

3. PE 125D: Fitness, Intercollegiate Sports
   Motion to approve pending corrections, G. Hritz, L. Hlavachek, 1 abstention: #19 “AS in PE and Health”; #26 insert “none”; #36 insert “meets Area H.”; #42 strike “with some Lecture” (no units for lecture); typo change “sport/s” to “sport(s)”

4. PE 125H: Fitness Cross Training
   Motion to approve pending corrections, G. Hritz, L. Hlavachek, 1 abstention: #40 add “and” after Pilates; #42 strike “with some Lecture” (no units for lecture).

5. BIO 160. Soil: Ecology and Management
   Motion to resubmit to curriculum with the following corrections and clarification for items #6 #10 and #39 (units do not match nor do times for credit) G. Hritz, L. Hlavachek, 1 abstention: #30 insert “submit to Humboldt State for articulation.”
6. AUTO 241: BAR 2007 Smog Check Technician Update Training Course  
Deferred due to lack of time.

III. Information Item
David Snyder  
1. Learning Community “Holding Section” for new Learning Community cohort courses  
   (ENGL 92, ENGL 92L, and SPEECH 120)  
Motion to approve a temporary holding section number for the three cohort classes of ENGL 92, ENGL 92L and SPEECH 128 L. Hlavachek, 2nd B. Brown, unanimous. The purpose is to generate a single roster for the Learning Community section that would later be split into the three respective course rosters for transcripts and grading. This is a temporary process until such time that an addendum for future Learning Communities is developed, which could include the following:  
   1) The intended Learning Community objective(s)  
   2) The suggested description for the schedule  
   3) The courses involved  
   4) Total units (teaching and student)  
   5) Signatures of all the respective department chairs  
   6) Feasibility signatures by area dean(s) and V.P. of Academic Affairs

IV. Discipline Review
Kristi Kuhn  
1. Dance Discipline Review presentation  
K. Kuhn presented the Dance Discipline Review to the Curriculum Committee members, expressed successes within her program and received suggestion from committee members such as:  
   1) Developing Skill and Career Certificates  
   2) Working with Tech Prep to develop links with local high schools  
   3) develop Learning Community sections that would bring together various programs/departments

V. Other Items
1. Remaining Curriculum Sessions discussion  
2. Discipline Reviews for Performing Arts, Fall 2006  
   a. Drama  
   b. Music  

3. Activity/Performance courses in Area C (IGETC/UC) Deferred.  
4. Update Curriculum Course Form to be a single document and include the following:  
   a. A break down of Lecture vs, Lab units/hours for OSCAR data input  
   b. Remove the word “sample” from “Sample Out-of-class Assignments” in #46  
   c. Update IGETC/UC/CSU columns in #22 and #23  
   d. Add Repeat Matrix pages  
   e. Create a separate signature page that includes previous review dates and signatures. Request for additional suggestions by committee members.
   Deferred.

VI. Pending Items
1. BIO 150: Career Opportunities in Environmental Science  
2. ENGL 150: Reading and Composition (1A)  
3. PE 119: Effective Teaching Strategies in Wellness and Fitness
None of the above pending items were received for this meeting.

Motion to adjourn at 4:30, H. Tam, 2nd L. Hlavachek, unanimous.
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<td>COUN 114</td>
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<td>REAL 219</td>
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<td>Financial Accounting 1B (deletion)</td>
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<td>Under 100 Courses</td>
<td>Under 100 Courses at COM and Transfer</td>
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</tbody>
</table>

*Need Clarification on #6 from UDWC (unit questions)*
Voting Membership

X Becky Brown, Life & Earth Sciences
X Peggy Dodge, Co-Rep Health Sciences
   Letta Hlavachek, Co-Rep Counseling
   George Hritz, Career Education
X Radica Portello, Modern Languages
X Karen Robinson, Co-Rep Counseling
X Rion Smith, Classified Rep
X Hoa-Long Tam, Student Rep
X Derek Wilson, Chairperson

Nonvoting Membership

X Jodi Fitzgerald, Curr/Artic Specialist
   Anita Martinez, VP Student Learning
   Pamela Mize, Dean Enrollment Services
X Cari Pogan, Dir Ed Serv/Articulation
X Erik Dunmire, Dean Math/Sci/Learn Tech
X Nanda Schorske, Dean Workforce Develop
X David Snyder, Dean Arts and Humanities

Unrepresented

Behavioral Sciences
Community Education
Communications
Community Education
DSPS
English/Humanities
English as a Second Language
Fine and Visual Arts
Library
Mathematics
Performing Arts
Physical Education/Health
Physical Sciences
Social Sciences
Career Education

I. Standing Items
   A. Call to Order @ 2:35 pm
   B. Changes to the Agenda Add item III. 3. Discipline Review Packages for Spring 2007
   C. Approval of October 30, 2006 minutes Motion to approve R. Smith, 2nd B. Brown, unanimous.

II. Courses and Material for Approval
1. AUTO 241: BAR 2007 Smog Check Technician Update Training Course
   Motion to approve H. Tam, 2nd P. Dodge, unanimous.
2. ASL 203: Intermediate Sign Language II
   Motion to approve pending typo correction in #39 title, H. Tam, P. Dodge, 1 abstention.
3. JPNS 105A: Japanese Kanji
   Motion to approve pending corrections R. Portello, 2nd H. Tam, unanimous: #15 3rd year 32; #17 check For Com Degree.
4. MATH 190: Mathematics for Teachers
   Motion to return course for consultation with ESL and Education department faculty (#33) regarding ESL and “for teachers” content in items #39-43. It is also recommended that MATH 190 be considered for COM GE Area E, and the following corrections: #3 for Fall 2007; #13 lecture; 17 check For COM Degree; #19 for degree in Natural Science; K. Robinson, 2nd B. Brown, unanimous.
5. BUS 112: Financial Accounting
   Motion to return course for clarification (#28 and #29) of Student Unit increase for Career Certificates (5) and AS Degrees (3) in BOS, BUS, and CIS without impact on students which previously only required BUS 112A, and the following corrections: #25 check CSU Major Business Admin; #39 change “people” to “owners”; #43 fix 112A listed in course content; #29K. Robinson, 2nd B. Brown, unanimous.
6. PE Coaching Skills Certificate

Motion to return certificate due to an excess in units for a skills certificate which includes Prerequisites, Corequisites and Advisories (limited to under 18 units). Recommendation is to remove PE 143 (coreq. Of PE 107), PE 121 (advised PE 107), and leave PE 119 with advised PE 116 (which could be added back if 143 and 121 are removed). It is highly recommended that skill certificates of this breadth be developed as Career Certificates. K. Robinson, 2nd R. Smith, unanimous.

III. Other Items

1. Activity/Performance courses in Area C (IGETC/UC)
   Information item about activity courses at COM in jeopardy of losing articulation at CSUs in Area C 1, and may be more appropriate to revise for Area E.

2. Update Curriculum Course Form to be a single document and include the following:
   a. A break down of Lecture vs, Lab units/hours for OSCAR data input
   b. Remove the word “sample” from “Sample Out-of-class Assignments” in #46
   c. Update IGETC/UC/CSU columns in #22 and #23
   d. Add Repeat Matrix pages
   e. Create a separate signature page that includes previous review dates and signatures.
   Request for additional suggestions by committee members.
   Deferred due to lack of time.

   J. Fitzgerald inquired if packets about to be sent should be modified in any way pending potential changes for Discipline/Program Review. It was determined that Packets should go out as planned and Discipline Reviews scheduled for Spring 2007 should take place until such time that the process is changed and ratified by the Academic Senate. J. Fitzgerald will send out packets within the coming weeks.

VI. Pending Items

1. BIO 150: Career Opportunities in Environmental Science
2. ENGL 150: Reading and Composition (1A)
3. PE 119: Effective Teaching Strategies in Wellness and Fitness
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<td>Real Estate Principles</td>
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<td>Real Estate Practice</td>
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<tr>
<td>13</td>
<td>CIS 241</td>
<td>Introduction to XML Programming (deletion)</td>
<td>Move Forward</td>
</tr>
<tr>
<td>14</td>
<td>BIS Dept.</td>
<td>Catalog Changes</td>
<td>Move Forward with date of Fall 2007</td>
</tr>
<tr>
<td>15</td>
<td>MMST 112</td>
<td>Interactive Design for Multimedia</td>
<td>Move Forward</td>
</tr>
<tr>
<td>16</td>
<td>MMST 150</td>
<td>Digital Imaging Techniques with Photoshop</td>
<td>Move Forward</td>
</tr>
<tr>
<td>17</td>
<td>N E 225</td>
<td>Nursing Leadership and Management</td>
<td>Move Forward with Correction</td>
</tr>
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<td>18</td>
<td>N E 225L</td>
<td>Nursing Clinical Transition: Clinical Laboratory</td>
<td>Correct and return to Tech Review</td>
</tr>
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<td>19</td>
<td>N E 240</td>
<td>Nursing Role: Level IV: Clinical Transition and Manager of Client Care</td>
<td>Move Forward</td>
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<td>N E 240L</td>
<td>Nursing Role: Level IV: Clinical Transition/ManagerClient Care Practicum</td>
<td>Move Forward</td>
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<td>Catalog Changes</td>
<td>Move Forward</td>
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<tr>
<td>22</td>
<td>ART 101</td>
<td>History of Ancient Art</td>
<td>Move Forward with Corrections</td>
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<tr>
<td>23</td>
<td>ART 102</td>
<td>History of European Art</td>
<td>Move Forward with Corrections</td>
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<tr>
<td>24</td>
<td>ART 103</td>
<td>History of Modern Art</td>
<td>Move Forward with Corrections</td>
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<tr>
<td>25</td>
<td>ART 104</td>
<td>History of Asian Art</td>
<td>Move Forward with Corrections</td>
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<td>26</td>
<td>ART 105</td>
<td>History of Contemporary Art</td>
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<td>27</td>
<td>ART 106</td>
<td>History of Women Artists</td>
<td>Move Forward with Corrections</td>
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<td>28</td>
<td>ART 107</td>
<td>History of American Art</td>
<td>Move Forward with Corrections</td>
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<td>ART 108</td>
<td>History of Arts of the Americas</td>
<td>Move Forward with Corrections</td>
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<td>ART 109</td>
<td>Gallery Seminar in Art</td>
<td>Move Forward with Corrections</td>
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<tr>
<td>ART</td>
<td>110</td>
<td>History of Islamic Art</td>
<td>Move Forward with Corrections</td>
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<td>130</td>
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<td>Move Forward with Corrections</td>
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<td>CHIN</td>
<td>101</td>
<td>Chinese Mandarin I</td>
<td>Move Forward with Corrections</td>
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<td>CHIN</td>
<td>102</td>
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<td>103</td>
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<td>Move Forward with Corrections</td>
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<td>103A</td>
<td>Intermediate Algebra</td>
<td>Move Forward with Corrections</td>
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<tr>
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<td>103B</td>
<td>Intermediate Algebra</td>
<td>Move Forward with Corrections</td>
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<td>125</td>
<td>How to Study Effectively</td>
<td>Move Forward with Corrections</td>
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<td>FIRE</td>
<td>112</td>
<td>Emergency Medical Technician - I</td>
<td>Correct and return to Tech Review</td>
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<td>P E</td>
<td>122</td>
<td>Exercise for Adults with Special Needs - Instructor Certification Training</td>
<td>Move forward</td>
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<tr>
<td>P E</td>
<td>123</td>
<td>Individual Activities</td>
<td>Deferred (not provided)</td>
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<tr>
<td>BUS</td>
<td>109</td>
<td>Business and Economics Problem Solving (deletion)</td>
<td>Move forward</td>
</tr>
<tr>
<td>BUS</td>
<td>146</td>
<td>Business Presentation Tools (deletion)</td>
<td>Move forward</td>
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<tr>
<td>MATH</td>
<td>103G</td>
<td>Math in the World (Deletion)</td>
<td>Move forward</td>
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Curriculum Committee Minutes
Meeting Fall Semester, Monday, November 27, 2006 at 2:30 p.m.
In BC 101, College of Marin, Kentfield Campus

Voting Membership
- Becky Brown, Life & Earth Sciences
- Peggy Dodge, Co-Rep Health Sciences
- Letta Hlavacheck, Co-Rep Counseling
- George Hritz, Career Education
- Radica Portello, Modern Languages
- Karen Robinson, Co-Rep Counseling
- Rion Smith, Classified Rep
- Hoa-Long Tam, Student Rep
- Derek Wilson, Chairperson

Nonvoting Membership
- Jodi Fitzgerald, Curr/Artic Specialist
- Anita Martinez, VP Student Learning
- Pamela Mize, Dean Enrollment Services
- Cari Pogan, Dir Ed Serv/Articulation
- Erik Dunmire, Dean Math/Sci/Learn Tech
- Nanda Schorske, Dean Workforce Develop
- David Snyder, Dean Arts and Humanities

Unrepresented
- Behavioral Sciences
- Community Education
- Communications
- Community Education
- DSPS
- English/Humanities
- English as a Second Language
- Fine and Visual Arts
- Library
- Mathematics
- Performing Arts
- Physical Education/Health
- Physical Sciences
- Social Sciences

I. Standing Items
   A. Call to Order at 2:35 pm
   B. Changes to the Agenda Add Item II. 38. COUN 114
   C. Approval of November 13, 2006 minutes deferred.

II. Courses and Material for Approval
1. PE 120 Introduction to Sport and Exercise Psychology
   CC did not approve G.E. requirement for COM based upon narrow specifics of #39 description.
   Motion to approve w/corrections G. Hritz, 2nd P. Dodge, unanimous: #9 total?; #19 AS in PE and Health; #36 “N/A.”
2. PE 125K Fitness walking
   Motion to approve w/corrections G. Hritz, 2nd B. Brown, unanimous: #3 Fall 2007; #15 1st year? and 2nd year?.
3. PE 129 Golf
   Motion to approve w/corrections R. Portello, 2nd K. Robinson, unanimous: #8 40; #9 none; #15 1st year? and 2nd year?; #27 blank (new course).
4. PE 132 Individual Activities
   Motion to return for teaching methods and other corrections (teaching units for coordination, not activity) G. Hritz, 2nd R. Smith, unanimous: #5 no; #15 1st year? and 2nd year?; #19 As in PE and Health; #26 none; #39 “1-2 units”.
5. PE 143 Basic Athletic Injuries
   Motion to approve w/corrections H. Tam, 2nd K. Robinson, unanimous: #15 1st year? and 2nd year?; #19 As in PE and Health.
6. PE 147 Soccer
   Motion to approve w/corrections G. Hritz, 2nd K. Robinson, unanimous: #8 40; #9 none; #14 ?; #15 1st year? and 2nd year?; #27 blank (new course).
II. Courses and Material for Approval (continued)

7. PE 150 Softball
Motion to approve w/corrections G. Hritz, 2nd H. Tam, unanimous: #5 no; #8 40; #9 none; #15 1st year? and 2nd year?; #27 blank (new course).

8. PE 155 Swimming
Motion to approve w/corrections G. Hritz, 2nd K. Robinson, unanimous: #8 40; #9 none; #14 delete “Basic Skills”; #15 1st year? and 2nd year?; #17 “yes”; #27 blank (new course); #43 fix typos (_____ stroke, all one word).

9. PE 156 Instructional Lap Swimming
Motion to return for teaching methods and other corrections (teaching units for coordination, not activity) G. Hritz, 2nd H. Tam, unanimous: #15 1st year? and 2nd year?; #19 As in PE and Health; #36 revise to read “required for Area H.”; 42 delete “lecture” (no units for lecture).

10. PE 160 Tennis
Motion to approve w/corrections G. Hritz, 2nd R. Smith, unanimous: #8 40; #9 none; #13 “activity”; #27 blank (new course); #28 “160B”; #36 delete text after “…H”; #39 strategy for all levels; #40 delete “is.”

11. PE 164 Sports Conditioning
Motion to approve w/corrections K. Robinson, 2nd R. Smith, unanimous: #13 “activity”; #36 add “for … proposed.”

12. PE 167 Volleyball
Motion to approve w/corrections K. Robinson, 2nd G. Hritz, unanimous: #13 “activity”; #36 add “for … proposed.”

13. PE 169 Weight Lifting
Motion to approve w/corrections P. Dodge, 2nd H. Tam, unanimous: #13 “activity”; #36 add “for … proposed.”

14. PE 173A Yoga, Beginning
Motion to approve w/corrections G. Hritz, 2nd H. Tam, unanimous: #8 blank; #19 AS in PE and Health; #36 add “for … proposed”; #48 Add at beginning “Advised to bring your own, but….”

15. PE 175 Intercollegiate Athletics Baseball
16. PE 176 Intercollegiate Baseball (Men and Women)
17. PE 178 Football
18. PE 180 Intercollegiate Soccer (Men and Women)
19. PE 183 Intercollegiate Athletics Swimming and Diving
20. PE 185 Intercollegiate Athletics Track and Field
21. PE 187 Intercollegiate Athletics Water Polo
Motion to return Items 15-25 for corrections G. Hritz, 2nd H. Tam, unanimous: #5 no; #15 1st year? and 2nd year?; #24 and #25 “not for major”; #31 need clarification for Coaching Teaching units–refer to UPM contract article(s); #36 add “for … proposed”; #37 need referred to attachment.

Motion to adjourn at 4:15 pm G. Hritz, 2nd B. Brown, unanimous.

The remaining items 22-39 were deferred due to lack of time.

22. PE 197A Water Polo Theory
23. PE 216A American Red Cross Lifeguard Training
24. PE 267 Advanced Volleyball
25. NE 203 Level II Nursing Skills Lab
26. NE 204 Nursing Skills Lab
27. NE 216 Nursing III-Adv. Concepts in Cardio Oxygenation & Renal Functions
29. NE 236 Nursing Role-Oxygenation, Fluid, and Electrolytes
II. Courses and Material for Approval (continued)
30. NE 236L Oxygenation, Fluid, and Electrolytes Lab
31. NE 238 Nursing Role-Member within the Profession of Nursing
32. NE 250B Pharmacology in Nursing
33. BIO 160 Soil Ecology and Management
34. SOC 114 Global Social Problems
35. SPAN 140 Spanish Immersion Studies A - D
36. BUS 112 Financial Accounting
37. MATH 190: Mathematics for Teachers

III. Other Items
1. Update Curriculum Course Form to be a single document and include the following:
   a. A break down of Lecture vs, Lab units/hours for OSCAR data input
   b. Remove the word “sample” from “Sample Out-of-class Assignments” in #46
   c. Update IGETC/UC/CSU columns in #22 and #23
   d. Add Repeat Matrix pages
   e. Create a separate signature page that includes previous review dates and signatures.
      Request for additional suggestions by committee members.

2. Alert on Curriculum Process for Distance Education, November 2006

VI. Pending Items
1. BIO 150: Career Opportunities in Environmental Science
2. ENGL 150: Reading and Composition (1A)
3. PE 119: Effective Teaching Strategies in Wellness and Fitness
4. PE Coaching Skills Certificate
Curriculum Committee Minutes  
Meeting Fall Semester, Monday, December 4, 2006 at 2:30 p.m.  
In BC 101, College of Marin, Kentfield Campus

Voting Membership  
X Becky Brown, Life & Earth Sciences  
X Peggy Dodge, Co-Rep Health Sciences  
X Letta Hlavachek, Co-Rep Counseling  
X George Hritz, Career Education  
X Radica Portello, Modern Languages  
X Karen Robinson, Co-Rep Counseling  
X Rion Smith, Classified Rep  
X Hoa-Long Tam, Student Rep  
X Derek Wilson, Chairperson

Nonvoting Membership  
Jodi Fitzgerald, Curr/Artic Specialist  
Anita Martinez, VP Student Learning  
Pamela Mize, Dean Enrollment Services  
Cari Pogan, Dir Ed Serv/Articulation  
Peggy Dodge, Co-Rep Health Sciences  
Anita Martinez, VP Student Learning  
Erik Dunmire, Dean Math/Sci/Learn Tech  
Pamela Mize, Dean Enrollment Services  
Cari Pogan, Dir Ed Serv/Articulation  
Radica Portello, Modern Languages  
Erik Dunmire, Dean Math/Sci/Learn Tech  
Peggy Dodge, Co-Rep Health Sciences  
Cari Pogan, Dir Ed Serv/Articulation

Unrepresented  
Behavioral Sciences  
Community Education  
Communications  
Community Education  
DPS  
English/Humanities  
English as a Second Language  
Fine and Visual Arts  
Library  
Mathematics  
Performing Arts  
Physical Education/Health  
Physical Sciences  
Social Sciences

I. Standing Items  
A. Call to Order at 2:35 pm  
B. Changes to the Agenda  
Request to move SPAN 140 up in the agenda by Modern Languages faculty, unanimous.

C. Approval of November 13, 2006 and November 27, 2006 minutes  
Motion to approve both sets of minutes G. Hritz, 2nd H. Tam, unanimous.

II. CES Courses and Material for Review  
1. 500 YEARS OF EUROPEAN ART - TP Accepted  
2. BUSINESS ESSENTIALS FOR ARTISTS Accepted  
3. CHOOSING A LEGAL STRUCTURE FOR YOUR SMALL BUSINESS Accepted  
4. CURRENT ISSUES BEFORE THE US SUPREME COURT – URT Accepted  
5. DEMYSTIFYING REAL ESTATE IN MARIN’S CHANGING MARKET Accepted  
6. DISCOVERING SPIRITUALITY: THE HEART OF FAITH AND RELIGIONS IN THE WORLD Accepted  
7. HOW TO BECOME A MYSTERY SHOPPER Accepted  
8. HOW TO SELL YOUR BUSINESS Accepted  
9. MARKETING ESSENTIALS FOR ARTISTS Accepted  
10. MINDFULNESS BASED STRESS REDUCTION – DUCH Accepted  
11. PORTFOLIO DEVELOPMENT FOR ARTISTS DECREASED BY Art Department faculty  
12. THE RATIONAL USE OF MEDICATION – DICH Accepted  
13. SACRED ARCHITECTURE OF THE WORLD – RLD Accepted  
14. SEMINAR SERIES: ART AND LEARNING - AR  
15. SHAKESPEARE PLAYS OFFERED BY MARIN SHAKESPEARE COMPANY – MPA Accepted  
16. THE VENUE MENU: A CAREER BANQUET FOR ARTISTS Accepted
II. CES Courses and Material for Review (continued)

17. USING NEURO-LINGUISTIC PROGRAMMING (NLP) Accepted
18. VIRTUAL VISIT TO THE DEYOUNG MUSEUM – SEU Accepted
19. WEARABLE ART - TAA Accepted

Motion to accept all CES courses, except item 11. Portfolio Development for Artists, which was declined by Art Department faculty for duplication of an existing credit class, H. Tam, 2nd G. Hritz, 1 abstention.

III. Courses and Material for Approval

1. PE 187 Intercollegiate Athletics Water Polo deferred.
2. PE 197A Water Polo Theory
Motion to approve with corrections H. Tam, 2nd K. Robinson, unanimous: swap info on #8 and 9; #27 uncheck all; #36 delete “for…proposed”; #47 add “current edition.”
3. PE 216A American Red Cross Lifeguard Training
Motion to return for corrections L. Hlavachek, 2nd R. Smith, unanimous: #15 fill in; #19 AS in PE & Health; 27 Lab 2.0 to 0.0, Practicum 0.0 to 1.5; #30 add “CSU Area E, CSU and UC elective”; #32 “N/A”; #38 application?; #39 needs catalog description (what does this course teach?); #41 where and how? Bring back with Health 216A, the cross-listed course.
4. PE 267 Advanced Volleyball
Motion to approve with corrections G. Hritz, 2nd H. Tam, unanimous: fill in #15 and #17; #19 AS in PE & Health; #27 uncheck all; #36 add “for Area H” and delete “for…proposed.”
5. NE 203 Level II Nursing Skills Lab
Motion to approve with corrections G. Hritz, 2nd H. Tam, unanimous: #21 “no” #25 “CSU Elective”; #27 delete methods of instruction; #36 “N/A”; #31, 39 and 42 strike “lecture(s)”; #39 add units and title to description; #41 add “i” to “infections.”
6. NE 204 Nursing Skills Lab
Motion to approve G. Hritz, 2nd H. Tam, unanimous.
Motion to approve with corrections K. Robinson, 2nd H. Tam, unanimous: #25 “CSU Elective”; #36 “N/A.”
Motion to approve with corrections H. Tam, 2nd L. Hlavachek, unanimous: #15 “36” and “48”; #25 “CSU Elective”; #36 “N/A.”
9. NE 236 Nursing Role-Oxygenation, Fluid, and Electrolytes (deletion approved)
10. NE 236L Oxygenation, Fluid, and Electrolytes Lab (deletion approved)
11. NE 238 Nursing Role-Member within the Profession of Nursing (deletion approved)
12. NE 250B Pharmacology in Nursing
Motion to approve deletion of items 9-12, NE 236, 236L, 238 and 250B, H. Tam, 2nd L. Hlavachek, unanimous.
13. BIO 160 Soil Ecology and Management
Motion to approve with corrections K. Robinson, 2nd H. Tam, unanimous: #18 uncheck “A”; #19 As in Natural Science, Certificate in Environmental Landscape; #23 check 5B; 332 “N/A”; #33 Environmental Landscape; #36 replace with “N/A”; #37 uncheck.
14. SOC 114 Global Social Problems
Motion to approve pending corrections H. Tam, 2nd L. Hlavachek, unanimous: #33 Reviewed and approved by whom (which POLS/BEHS faculty)?; #39 Add course title and units, and revise last sentence to read: “Samples of topics include…”; #43 Course content should reflect description in #39 or visa versa (i.e. # VI).
III. Courses and Material for Approval (continued)

15. SPAN 140 Spanish Immersion Studies A – D
Motion to approve with corrections K. Robinson, 2nd G. Hritz, unanimous: #26 correct sequence of prerequisites; #32 and 33 “N/A”; #39 Include prerequisites (copy from revised #26). Modern Languages will work with Jodi’s office to create Directed Study 249 courses for 1.5 and 2.5 units respectively.

16. BUS 112 Financial Accounting (deferred)
17. MATH 190: Mathematics for Teachers (deferred)
18. COUN 114 College Success Investigations (deferred)
19. REAL 115 Real Estate Principals (deferred)
20. REAL 116 Real Estate Practice (deferred)
21. REAL 117 Legal Aspects of Real Estate (deferred)
22. REAL 210 Real Estate Finance (deferred)
23. REAL 212 Real Estate Appraisal (deferred)
24. REAL 215 Real Estate Economics (deferred)
25. REAL 217 Advanced Real Estate Appraisal (deferred)
26. REAL 218 Property Management (deferred)
27. REAL 219 Escrows (deferred)
28. REAL 220 California Loan Brokering (deferred)
29. BUS 97 Business English (deletion) (deletion approved)
30. BUS 112B Financial Accounting 1B (deletion) (deletion approved)
31. CIS 241 Introduction to XML Programming (deletion) (deletion approved)
Motion to approve deletion of items 29-31, BUS 97, BUS 112B and CIS 241, H. Tam, 2nd L. Hlavachek, unanimous.

Meeting adjourned at 4:10 pm.
Items 16-28, Items 32-48, and IV Other Items, were deferred.
32. BIS 2007-08 Catalog changes (deferred)
33. CHIN 101 Chinese Mandarin I (deferred)
34. CHIN 102 Chinese Mandarin II (deferred)
35. COUN 125 How to Study Effectively (deferred)
36. COUN 130 Career Life Skills Planning (deferred)
37. DENT 192 Dental Assisting Clinical (deferred)
38. DENT 192A Pit and Fissure Sealants (deferred)
39. MMST 112 Interactive Design for Multimedia (deferred)
40. MMST 150 Digital Imaging Techniques with Photoshop (deferred)
41. MMST 160 Digital Image Calibration and Printing (deferred)
42. PE 122 Exercise for Adults with Special Needs-Instructor Certification Training (deferred)
43. PE 175 Intercollegiate Athletics Baseball (deferred)
44. PE 176 Intercollegiate Basketball (Men & Women) (deferred)
45. PE 178 Football (deferred)
46. PE 180 Intercollegiate Soccer (Men and Women) (deferred)
47. PE 183 Intercollegiate Athletics Swimming and Diving (deferred)
48. PE 185 Intercollegiate Athletics Track and Field (deferred)
IV. Other Items (deferred)

1. Update Curriculum Course Form to be a single document and include the following:
   a. A break down of Lecture vs, Lab units/hours for OSCAR data input
   b. Remove the word “sample” from “Sample Out-of-class Assignments” in #46
   c. Update IGETC/UC/CSU columns in #22 and #23
   d. Add Repeat Matrix pages
   e. Create a separate signature page that includes previous review dates and signatures.

   Request for additional suggestions by committee members.

2. Alert on Curriculum Process for Distance Education, November 2006

VI. Pending Items

1. BIO 150: Career Opportunities in Environmental Science
2. ENGL 150: Reading and Composition (1A)
3. PE 119: Effective Teaching Strategies in Wellness and Fitness
4. PE Coaching Skills Certificate
5. PE 132 Individual Activities
6. PE 173A Yoga, Beginning
## Voting Membership

- Becky Brown, Life & Earth Sciences
- Peggy Dodge, Health Sciences
- Letta Hlavachek, Co-Rep Counseling
- George Hritz, Career Education
- Radica Portello, Modern Languages
- A. Joe Ritchie, Business Information Systems
- Karen Robinson, Co-Rep Counseling
- Rion Smith, Classified Rep
- Hoa-Long Tam, Student Rep
- Derek Wilson, Chairperson

## Nonvoting Membership

- Jodi Fitzgerald, Cur/Artic Specialist
- Anita Martinez, VP Student Learning
- Pamela Mize, Dean Enrollment Services
- Cari Pogan, Dir Ed Serv/Articulation
- Erik Dunmire, Dean Math/Sci/Learn Tech
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## Unrepresented

- Behavioral Sciences
- Community Education
- Communications
- Community Education
- DSPS
- English/Humanities
- English as a Second Language
- Fine and Visual Arts
- Library
- Mathematics
- Performing Arts
- Physical Education/Health
- Physical Sciences
- Social Sciences

### I. Standing Items

A. **Call to Order** at 2:30 pm

B. **Changes to the Agenda** motion to add 192AL as #39, L. Hlavachek, 2nd P. Dodge, unanimous.

C. **Approval of December 04, 2006 minutes** Motion to approve R. Smith, 2nd H. Tam, unanimous.

### II. Courses and Material for Approval

1. **PE 187 Intercollegiate Athletics Water Polo**
   - Motion to approve pending corrections P. Dodge, 2nd B. Brown, unanimous: #19 As in PE and Health; #39 and #40 complete description appropriate for transfer agreement.

2. **BUS 112 Financial Accounting**
   - Motion to approve L. Hlavachek, 2nd B. Brown, unanimous.

3. **MATH 190: Mathematics for Teachers**
   - Motion to approve H. Tam, 2nd P. Dodge, unanimous.

4. **COUN 114 College Success Investigations**
   - Motion to approve R. Smith, 2nd P. Dodge, unanimous.

5. **REAL 115 Real Estate Principals**
   - Motion to approve P. Dodge, B. Brown, unanimous.

6. **REAL 116 Real Estate Practice**
   - Motion to approve P. Dodge, B. Brown, unanimous.

7. **REAL 117 Legal Aspects of Real Estate**
   - Motion to approve P. Dodge, B. Brown, unanimous.

8. **REAL 210 Real Estate Finance**
   - Motion to approve with corrections B. Brown, L. Hlavachek, unanimous: #21 check “no”; #38 left column fix typo “purchase.”

9. **REAL 212 Real Estate Appraisal**
   - Motion to approve B. Brown, P. Dodge, unanimous.
II. Course and Material for Approval (continued)

10. REAL 215 Real Estate Economics
Motion to approve B. Brown, 2nd P. Dodge, unanimous.

11. REAL 217 Advanced Real Estate Appraisal
Motion to approve B. Brown, P. Dodge, unanimous.

12. REAL 218 Property Management
Motion to approve B. Brown, 2nd L. Hlavachek, unanimous.

13. REAL 219 Escrows
Motion to approve P. Dodge, L. Hlavachek, unanimous.

14. REAL 220 California Loan Brokering
Motion to approve H. Tam, 2nd P. Dodge, unanimous.

15. BIS 2007-08 Catalog changes
Motion to approve L. Hlavachek, B. Brown, unanimous.

16. CHIN 101 Chinese Mandarin I
Motion to approve with corrections #47 newer text 2005 L. Hlavachek, 2nd P. Dodge, unanimous.

17. CHIN 102 Chinese Mandarin II
Motion to approve with corrections #47 newer text 2005 L. Hlavachek, 2nd P. Dodge, unanimous.

18. COUN 125 How to Study Effectively
Motion to approve with corrections #14 transfer as CSU elective, #15 ? and ?, #47 delete “How to…college” P. Dodge, L. Hlavachek, unanimous.

19. COUN 130 Career Life Skills Planning
Motion to approve with corrections #31 typo in teacher; #40 abbrev. Sched description P. Dodge, L. Hlavachek, unanimous.

20. DENT 192 Dental Assisting Clinical
Motion to approve with corrections #10 change to 1x: L. Hlavachek, P. Dodge, unanimous.

21. DENT 192A Pit and Fissure Sealants
Motion to approve L. Hlavachek, 2nd B. Brown, unanimous.

22. MMST 112 Interactive Design for Multimedia
Motion to approve H. Tam, 2nd R. Smith, unanimous.

23. MMST 150 Digital Imaging Techniques with Photoshop
Motion to approve H. Tam, 2nd R. Smith, unanimous.

24. MMST 160 Digital Image Calibration and Printing
Motion to approve H. Tam, 2nd R. Smith, unanimous.

25. PE 122 Exercise for Adults with Special Needs-Instructor Certification Training
Motion to approve with corrections L. Hlavachek, 2nd B. Brown, unanimous: #30 typo “research”

26. PE 175 Intercollegiate Athletics Baseball
Motion to approve with corrections B. Brown, 2nd L. Hlavachek, unanimous: #8 delete.

27. PE 176 Intercollegiate Basketball (Men & Women)
Motion to approve with corrections B. Brown, 2nd L. Hlavachek, unanimous: #8 delete; #9 number of students; #19 for COM degree.

28. PE 178 Football
Motion to approve with corrections L. Hlavachek, 2nd B. Brown, unanimous: #19 for COM degree.

29. PE 180 Intercollegiate Soccer (Men and Women)
Motion to approve with corrections B. Brown, 2nd L. Hlavachek, unanimous: #17 COM degree; #19 AS degree in PE and Health.

30. PE 183 Intercollegiate Athletics Swimming and Diving
Motion to approve with corrections P. Dodge, 2nd L. Hlavachek, unanimous: #19 AS in PE and Health.

31. PE 185 Intercollegiate Athletics Track and Field
Motion to approve with corrections L. Hlavachek, 2nd B. Brown, unanimous: #21 check “no.”
II. Courses and Material for Approval (continued)

32. FIRE 112 Emergency Medical Technician – I
Motion to approve with corrections R. Smith, 2nd L. Hlavachek, unanimous: #40 change to read “This can include, but is not limited to, …”

33. NE 225 Nursing Leadership and Management
Motion to approve R. Smith, 2nd L. Hlavachek, unanimous.

34. NE 225L Nursing Clinical Transition: Clinical Laboratory
Motion to approve with correction R. Smith, 2nd L. Hlavachek, unanimous: #29 add space to “in order”

35. NE 240 Nursing Role: Level IV–Clinical Transition and Management of Client Care (deletion)
Motion to approve L. Hlavachek, 2nd B. Brown, unanimous.

36. NE 240L Nursing Role: Level IV–Clinical Transition and Management of Client Care Prac. (deletion)
Motion to approve L. Hlavachek, 2nd B. Brown, unanimous.

37. MATH 103A Intermediate Algebra
Motion to approve pending corrections fix #39 and #40 appropriate descriptions for transfer agreement: B. Brown, 2nd L. Hlavachek, unanimous.

38. MATH 103B Intermediate Algebra
Motion to approve pending corrections #27 uncheck all boxes, fix #39 and #40 appropriate descriptions for transfer agreement: B. Brown, 2nd L. Hlavachek, unanimous.

39. DENT 192AL Dental Assisting Clinical
Motion to approve with corrections L. Hlavachek, 2nd B. Brown, unanimous: #38 Add “Passing English Placement Test at ENG 98/ENG 98SL level.”

III. Other Items Deferred.
1. Update Curriculum Course Form to be a single document and include the following:
   a. A break down of Lecture vs, Lab units/hours for OSCAR data input
   b. Remove the word “sample” from “Sample Out-of-class Assignments” in #46
   c. Update IGETC/UC/CSU columns in #22 and #23
   d. Add Repeat Matrix pages
   e. Create a separate signature page that includes previous review dates and signatures.
      Request for additional suggestions by committee members.

2. Alert on Curriculum Process for Distance Education, November 2006

IV. Pending Items Deferred.
1. BIO 150: Career Opportunities in Environmental Science
2. ENGL 150: Reading and Composition (1A)
3. PE 119: Effective Teaching Strategies in Wellness and Fitness
4. PE Coaching Skills Certificate
5. PE 132 Individual Activities
6. PE 173A Yoga, Beginning

V. Approval of December 11, 2006 minutes
Motion to approve L. Hlavachek, 2nd B. Brown, unanimous.