



OFFICE OF THE VICE PRESIDENT OF INSTRUCTION  
CURRICULUM AND GENERAL EDUCATION COMMITTEE

**Memorandum**

**TO:** Curriculum and General Education Committee  
S. Balason, K. Bandy, A. Bledsoe, K. Carlson, J. Chaidez, J. Grimes, J. Martinez, M. Mayfield, M. Oja, D. Rodenhauser, H. Russell, J. Rangel-Escobedo, D. Vohnout, B. Young, ASB Representative, and PTK Representative

**FROM:** Dr. Vicki Jacobi, Senate Co-Chairperson  
Dr. Leslie Minor, Co-Chairperson

**DATE:** October 18, 2019

**SUBJECT:** Next Meeting's Agenda

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The next meeting of the Curriculum and General Education Committee will be held on Friday October 18, 2019 from 12:10-2:00 pm in the Cougar Room.

**AGENDA**

- I. **APPROVAL OF MINUTES:** From the September 20, 2019 Curriculum & General Education meeting
  
- II. **CONSENT ITEM**
  - A. **Liberal Arts Division**
    - Course Revision**
    - 1. SPAN 1602 Elementary Spanish II
    - 2. HUM 2010 Introduction to Film Studies
  
  - B. **Course Inactivation**
    1. ART 1850 Web Site Production
    2. ART 1860 Introduction to Computer Animation for Web and Multimedia
  
  - C. **Program Inactivation**
    1. Multimedia: Associate Degree for Transfer
    2. Journalism: Associate in Arts
  
  - D. **Applied Tech Division**
    - Course Revisions**
    - 1. BUSN 1055 Office Procedures
    - 2. OSH 2000 Occupational Safety & Health Capstone
    - 3. PETC 1104 Basic Drilling and Workover Sub-sea
    - 4. PETC 1105 Coiled Tubing for Supervisors
  
  - E. **Distance Learning Approval**

*Curriculum and General Education Committee Agenda  
October 18, 2019*

1. BUSN 1055 Office Procedures
2. BUSN 2900 Business Capstone
3. DS 1507 Introduction to Supporting People with Disabilities
4. HUM 2010 Introduction to Film Studies
5. OSH 2900 Occupational Safety & Health Capstone
6. SPAN 1602 Elementary Spanish II

**III. New Business**

**A. New Course**

**Math & Science Division**

1. DNTL 2242 Ethics, Law & Practice Management

**B. Applied Technologies Division**

1. BUSN 2280 Entrepreneurship

**IV. ACTION ITEMS**

- A. Curriculum submissions and timelines (Courses - Fall, Programs - Spring)
- B. Credit by exam
- C. Cost factor on Course memo
- D. Division/Curriculum clean-up
- E. Committee self-evaluation process

**V. Discussion Items:**

- A. Board Policies and Academic Procedures review
- B. Periodic Reviews of Programs – Who, when, how?

**VI. INFORMATIONAL ITEM:**

1. Program Status, please see the table below:

Program	Tech Review Approved	C & GE Approved	Board Approved	State Approved	Revisions
*AA-T Elementary Teacher Education	2/24/2015	3/9/2015	4/8/2015	Under review	Returned to Division for Revisions

\* New Program

**V. NEXT MEETING: November 15th, 2019 from 12:10 to 2:00 p.m. in the Cougar room.**

VJ:nl