Margaret Haig introduced herself as the new Vice Chancellor for Educational Services. She commented that at the recent Town Hall meetings held throughout the district, that CIPD is widely and consistently viewed as the model of how districtwide committees should work. She complemented the committee on this achievement.

Curriculum

College of Alameda

No items submitted.

Laney College

BIOL 215 Fundamentals of Biotechnology.
Question on whether conversation had taken place with Vista. Lehman said that he believes that the conversation had taken place but that he couldn’t swear to it. Concern was also expressed on transfer level prerequisite on a non-transfer lever course and why this course isn’t transfer level.
Action: Approved with the proviso that Laney confirm conversation with Vista and agree to this as transfer level course. [Note: Laney curriculum approved making this a transfer level course (BIOL 75). Confirmation of conversation with Vista received.]

ENGL 259A-D Foundations in Reading and Writing
Action: Approved as presented

M/LAT 21 Spanish for Bilingual Students and SPAN 1 Spanish for Bilingual Students
Discussion concerning FSA/crosslisted courses took place. District practice is (using these courses has an example) faculty must have FSA in M/LAT to teach M/LAT and in SPAN to teach SPAN. Must have in both in order to teach both. Yee proposed changing this. Since this has collective bargaining implications, the PFT would have to be involved.
Action: 1. Course approved as presented
2. A subcommittee of PFT and DAS chaired by Dean Yee would meet on this and report back to CIPD.

Merritt College

Course Addition

RELEST 20, Computer Applications in Real Estate
BUS 348NA-TZ Selected Topics in Business
CMSVC 048/248NA-TZ Selected Topics in Community Services
EMART 848NA-TZ Selected Topics in Environmental Management & Restoration Technology
EMT 848NA-TZ Selected Topics in Emergency Medical Technician
ENVTE 04/248NA-TZ Selected Topics in Environmental Technology
FOREST 048/248NA-TZ Selected Topics in Forestry
HLTOC 348NA-TZ Selected Topics in Health Professions and Occupations
LANHT 348NA-TZ Selected Topics in Landscape Horticulture
NATAM 048/248NA-TZ Selected Topics in Native American Studies
NUTR 848NA-TZ Selected Topics in Nutrition and dietetics
PARLG 848NA-TZ Selected Topics in Paralegal Studies
RADTE 348NA-TZ Selected Topics in Radiologic Sciences
RLEST 848NA-TZ Selected Topics in Real Estate
Action: Approved as presented

Substantive Changes
BIOL 49 Independent Study in Biological Sciences (formerly Biology)
RADTE 048/248NA-TZ, Selected Topics in Radiologic Science (formerly Radiologic Technology)
RADTE 049, Independent Study in Radiologic Science (formerly Radiologic Technology)
Action: Approved as presented.

Course Deactivations
LANHT 30, Practical Applications of Landscape Design
NURAD 210, Acute Care for CNAs
ART 348NA-TZ Selected Topics in Art
CHDEV 548NA-TZ Selected Topics in Child Development
CIS 348NA-TZ Selected Topics in Computer Information Systems
COPED 462E, Occ. Work Experience in Computer and Networks and Communications
COPED 462E, Occ. Work Experience in Microcomputer Software Specialist
COPED 462F, Occ. Work Experience in Software Development
EDUC 348NA-TZ Selected Topics in Education
ENGIN 048/248NA-TZ Selected Topics in Engineering
ESL 848NA-TZ Selected Topics in English as a Second Language
EHMT 848NA-TZ Selected Topics in Environmental Hazardous Materials Technology
PSYCH 348NA-TZ Selected Topics in Psychology
SPAN 348NA-TZ Selected Topics in Spanish
Action: Approved as presented.

Vista

Course Additions
ESL 290A-C, Beginning ESL 1
ESL 291A-C, Beginning ESL 2
ESL 292A-C, Beginning ESL 3
Action: Approved as presented.

Substantive Changes
TRAV 60A, Travel Industry Resources and Procedures I
TRAV 60B, Travel Industry Resources and Procedures II
Action: Approved as presented.

Course Deactivations
TRAV 79, Internet for the Travel Industry
Action: Approved as presented.

Program Changes
TRAVEL
Change name from Travel Industry to Travel/Tourism Industry
Certificate of Completion, Travel/Tourism Industry-Professional Level
Certificate of Achievement, Travel/Tourism Industry-Entry Level
Course pattern changed to include all department courses as electives and to include COPED.
Perdue extended kudos to the Travel faculty for their work in keeping the curriculum consistent with industry needs and standards.
**Action:** Approved as corrected

**Associate Degree in Global Studies**
Program modified to reflect changes required by the Chancellor’s Office.
**Action:** Approved as presented

**GE Requirements—Changes**
The GE Subcommittee presented a revision to their report submitted at the May 2, 2005 CIPD meeting. A few corrections and technical changes have been made.
**Action:** Approved as presented. Queen to send these revisions to A & R.

**PeopleSoft**
Perdue said that work on the conversion to PeopleSoft is ongoing. As a part of their work, Harding and Queen have discovered a few issues that need to be addressed. They have presented them to the Vice Presidents of Instruction and now bring them to this group.

**Multi-level Courses**
At the April 2005 CIPD meeting, it was explained that the current practice of Multi-level courses could not be accommodated by PeopleSoft. The colleges were given a list of multi-level courses and asked to decide if the course was to be either repeatable or broken out into separate courses. They were to respond by the May meeting which they did. While creating the new separate courses in PeopleSoft, several problems were uncovered. They are detailed on the handout with the course number, problem, and suggested resolution.
**Action:** Colleges to get back to Harding/Queen by December 2005 meeting

**Prerequisites**
Currently there are approximately 1,300 prerequisites/corequisites in the Peralta system. Of these, only 200-230 are enforced (active). Harding/Queen recommend that only those that are active be entered into the PeopleSoft system. All others will be advisory. If a department wants its prerequisites/Corequisites to be enforced, they must follow the procedures to validate them. Active (enforced) will prerequisites/corequisites appear in the printed schedule. Advisories, like course descriptions will be available online, but will not print in the schedule.
**Action:** There were no objections to this plan.

**Selected Topics**
Queen said that none of the selected topics had been entered into PeopleSoft. The current inventory is not up-to-date, containing courses that haven’t been offered in years, that have become permanent that have exceeded the maximum offering limit or never offered. She reminded everyone of the policy that a selected topic course can only be offered a maximum of three times. If a college wants to continue a selected topic course next year, it should bring forward with a permanent course number. If a new selected topic course is needed for next year, send a copy of the outline to Sheryl so it can be entered into the PeopleSoft course catalog.
**Action:** There were no objections to this plan.

**2005-06 CIPD Meeting Schedule**
The meeting schedule was distributed. Queen announced that in the future that CIPD materials would be sent via email only. There would be a limited number of copies available at the meeting, but hard-copy packets would no longer be sent. She said that she hopes to have a Curriculum web site which will house CIPD materials, the annual curriculum reports and course outlines available soon.

**NEXT MEETINGS:** October 3, 2005