

**IMPERIAL VALLEY COLLEGE  
CURRICULUM COMMITTEE  
ADOPTED MINUTES  
REGULAR MEETING  
THURSDAY SEPTEMBER 15, 2011  
3:05 p.m. – Board Room**

<b>Present:</b>	Tina Aguirre Kseniya Gregory Jose Ruiz Daniel Bermudez	Kathy Berry Michael Heumann Cathy Zazueta	Daniel Gilison Eric Lehtonen for Carol Lee Bruce Seivertson	Carol Hegarty Rick Castrapel David Zielinski
<b>Consultants:</b>	Ted Cesar Frank Rapp Efrain Silva	Alfredo Cuellar Toni Pfister	Jan Magno Gloria Carmona	Brian McNeece Taylor Ruhl
<b>Absent:</b>	Krista Byrd Norma Nunez	David Drury Valerie Rodgers	Jose Lopez	Norma Nava
<b>Visitors:</b>	Trinidad Argüelles			
<b>Recorder:</b>	Dixie Krimm			

**I. Opening of the Meeting**

**A. Call to order**

Kathy Berry called the regular meeting of the Imperial Valley College Curriculum Committee to order at 3:05 p.m. on Thursday, September 15, 2011. She welcomed Carol Lee as the new Curriculum Committee Co-Chair.

**B. Approval of the Minutes**

**1. Regular Meeting of June 2, 2011**

*M/S (Seivertson/Aguirre) to approve the minutes of the September 1, 2011 regular meeting of the Curriculum Committee, as presented. The motion carried.*

**C. Student Learning Outcomes – Toni Pfister**

Toni is still working on program learning outcome grids. She has given some of the grids out to the departments. At the most recent SLO meeting there was a question presented as to who is in charge of the degrees. Committee response was that divisions are supposed to be looking at their programs during the comprehensive program review process.

**II. Action Items**

**A. Credit Courses**

**1. Deleted Courses**

- a. **PE 210 – Introduction to Physical Education (2)**
- b. **PE 220 – Introduction to Athletic Training (2)**

*M/S (Aguirre/Seivertson) to approve the deletion of PE 210 and PE 220, effective 2012 – 2013, as presented. The motion carried.*

## 2. Revised Courses

- a. **ATHL 150 – Intercollegiate Baseball & PE (2)**
- b. **ATHL 151 – Intercollegiate Basketball & PE (2)**
- c. **ATHL 152 – Intercollegiate Soccer & PE (2)**
- d. **ATHL 153 – Intercollegiate Softball & PE (2)**
- e. **ATHL 154 – Intercollegiate Tennis & PE (2)**
- f. **ATHL 155 – Intercollegiate Volleyball & PE (2)**
- g. **ATHL 156 – Intercollegiate Cross Country & PE (2)**

*M/S (Castrapel/Aguirre) to approve the addition of SLO's and assignments, update to textbooks, class size revision, and rubric change (from PE to ATHL) for ATHL 150, 151, 152, 153, 154, 155, and 156 effective 2012 - 2013, as presented. The motion carried.*

- h. **BUS 010 – Practical Accounting (3)**
- i. **BUS 124 – Introduction to Business (3)**
- j. **BUS 126 – Business and the Legal Environment (3)**
- k. **BUS 132 – Business Management (3)**
- l. **BUS 136 – Human Relations in Management (3)**
- m. **BUS 154 – Beginning Keyboarding and Document Formatting (3)**
- n. **BUS 156 – Keyboarding: Speed and Accuracy (3)**
- o. **BUS 167 – Machine Calculation (1)**
- p. **BUS 169 – Records Management (2)**
- q. **BUS 180 – Microsoft Office for the Workplace (4)**
- r. **BUS 230 – Introduction to Governmental Accounting (3)**
- s. **CIS 106 – PC Maintenance and Repair (3)**
- t. **CIS 107 – Computer Networking (3)**
- u. **ENGL 220 – Survey of American Literature I (3)**
- v. **ENGL 221 – Survey of American Literature II (3)**
- w. **ENGL 222 – Survey of World Literature (3)**
- x. **ENGL 223 – Survey of World Literature (3)**
- y. **ENGL 224 – Survey of English Literature (3)**
- z. **ENGL 225 – Survey of English Literature (3)**
- aa. **WE 201 – Employment Readiness (1)**
- bb. **WE 210 – General Work Experience (1-3)**
- cc. **WE 220 – Internship (1-4)**

*M/S (Heumann/Aguirre) to approve the addition/revision of SLO's and/or assignments and/or update to textbooks, for BUS 010, 124, 126, 132, 136, 154, 156, 167, 169, 180, 230; CIS 106, 107; ENGL 220, 221, 222, 223, 224, 225; WE 201, 210 and 220, **effective 2011 - 2012**, as presented. The motion carried.*

Gloria mentioned that during a recent meeting with Paddy Wong of SIG it was recommended that the WE 210 and WE 220 be separated into individual courses as variable unit courses pose problems with the 320 report. Since this issue does not pertain to the motion it will be brought back to the committee as a discussion item at the next meeting.

- dd. **BUS 144 – Principles of Marketing (3)**
- ee. **BUS 172 – Office Technology & Procedures 2**

*M/S (Aguirre/Castrapel) to approve the revision of the SAM code (from B to C), update of SLO's, assignments and textbooks for BUS 144 and BUS 172, effective 2012 - 2013, as presented. The motion carried.*

- ff. **BUS 164 – Office Technology & Procedures I (3)**
- gg. **CIS 108 – Computer Accounting (3)**

**hh. CIS 202 – Programming in Visual Basic (3)**

*M/S (Aguirre/Heumann) to approve the revision of the SAM code (from D to C), update of SLO's, assignments and textbooks for BUS 164, CIS 108, and CIS 202, effective 2012 - 2013, as presented. The motion carried.*

**ii. ENGL 230 – Introduction to Film History and Criticism (3)**

**HUM 230 – Introduction to Film History and Criticism (3) (Cross listed with ENGL 230)**

*M/S (Heumann/Seivertson) to approve the addition of ENGL 101 as a prerequisite, addition of SLO's and assignments, and update to textbooks for ENGL 230 and HUM 230, effective 2012 - 2013, as presented. The motion carried.*

**jj. ESL 032 – Verb Review 2 (1)**

**kk. ESL 033 – Verb Review 3 (1)**

**ll. ESL 034 – Verb Review 4 (1)**

**mm. ESL 035 – Verb Review 5 (1)**

**nn. ESL 036 – Verb Review 6 (1)**

**oo. ESL 038 – Verb Review 8 (1)**

*M/S (Gregory/Gilison) to approve the update to recommended preparation, SLO's, assignments, and textbooks for ESL 032, 033, 034, 035, 036, and 038, effective 2012 - 2013, as presented. The motion carried.*

**pp. ESL 037 – Verb Review 7 (1)**

*M/S (Castrapel/Aguirre) to approve the update to recommended preparation, SLO's, assignments, core content, and textbooks, for ESL 037, effective 2012 – 2013, as presented. The motion carried.*

**qq. HE 102 – Health Education (3)**

*M/S (Aguirre/Seivertson) to approve the update to course description, SLO's, assignments, and textbooks for HE 102, effective 2012 - 2013, as presented. The motion carried.*

**rr. NURS 121 – Nursing Skills Laboratory II (1)**

**ss. VN 112 – Intro to Patient Care II (5)**

*M/S (Aguirre/Seivertson) to approve the update to SLO's, assignments, course objectives, core content, and textbooks for NURS 121 and VN 112, effective 2012-2013, as presented. The motion carried.*

**tt. NURS 123 – Pharmacology II (1.5)**

*M/S (Aguirre/Seivertson) to approve the update to SLO's, assignments, course objectives, core content, textbooks, and SAM code (from B to C) for NURS 123, effective 2012-2013, as presented. The motion carried.*

**uu. NURS 125 – Nursing Process and Applications II (8.5)**

*M/S (Castrapel/Aguirre) to approve the update to SLO's, assignments, course description, objectives, core content, methods of evaluation, textbooks, and SAM code (from B to C) for NURS 125, effective 2012-2013, as presented. The motion carried.*

**vv. PE 144 – Advanced Basketball – Women (1)**

*M/S (Aguirre/Castrapel) to approve the update to SLO's, assignments, and textbooks, and removal of prerequisite for PE 144, effective 2012-2013, as presented. The motion carried.*

**ww. PE 161 – Pre-Season Conditioning for Athletes (1.5)**

**xx. PE 162 – In Season Conditioning for Athletes (1.5)**

**yy. PE 200 – Theory of Baseball (2)**

**zz. PE 201 – Theory of Basketball (2)**

**aaa. PE 202 – Theory of Softball (2)**

**bbb. PE 203 – Theory of Volleyball (2)**

*M/S (Aguirre/Seivertson) to approve the update to SLO's, assignments, and textbooks, and reduction of class sizes for PE 161, 162, 200, 201, 202 and 203, effective 2012-2013, as presented. The motion carried.*

**3. New Courses**

**a. CIS 162 – Cisco CCNA Discovery 1: Networking for Home and Small Businesses (4)**

**b. CIS 163 – Cisco CCNA Discovery 2: Working at a Small-to-Medium Bus or ISP (4)**

**c. CIS 164 – Cisco CCNA Discovery 3: Intro Routing/Switching in the Enterprise (4)**

**d. CIS 165 – Cisco CCNA Discovery 4: Designing & Supporting Computer Networks (4)**

*M/S (Castrapel/Aguirre) to approve the addition of CIS 162, 163, 164 and 165 to the credit curriculum, effective 2012 - 2013, as presented. The motion carried.*

**e. MATH 061 – Basic Mathematics (3)**

**f. MATH 071 – Pre-algebra (3)**

**g. MATH 081 – Beginning Algebra (4)**

**h. MATH 091 – Intermediate Algebra (5)**

*M/S (Aguirre/Heumann) to approve the addition of MATH 061, 071, 081 and 091 to the credit curriculum, effective 2012 - 2013, as presented. The motion carried.*

Discussion: Eric Lehtonen reviewed the reasons for creating these new courses. He explained that the transition from MATH 070 to MATH 080 was not cohesive; MATH 070 did not prepare students effectively for MATH 080. The course content was not distributed effectively enough to provide students a successful transition between the levels. Regarding the increase in basic skills units for Math, Eric mentioned that since English had reduced some courses in basic skills it would allow the increase to occur in Math. He also stated that the Math curriculum has not expanded in many years although the need has and still exists.

**i. PE 209 – Introduction to Physical Education (3)**

**j. PE 219 – Introduction to Athletic Training (3)**

*M/S (Seivertson/Aguirre) to approve the addition of PE 209 and 219 to the credit curriculum, effective 2012 - 2013, as presented. The motion carried.*

**A. Majors and Certificates**

**1. New Majors and Certificates**

**a. Cisco CCNA Discovery Major and Certificate**

*M/S (Aguirre/Castrapel) to approve the addition of the Cisco CCNA Discovery major and certificate to the credit programs, effective 2012 - 2013, as presented. The motion carried.*

**III. Discussion Items**

None

**IV. Information Items**

Kathy – distributed and reviewed the advisory regarding Title 5 repetition and withdrawal from credit courses memo. Jan Magno stated that this would be implemented in summer 2012.

**V. Other Items**

None

**VI. Next Regular Meeting: THURSDAY, October 6, 2011, 3:05 P.M.**

**CurricUNET committee review deadline: Thursday, September 29, 2011, 5:00pm**

**VII. The meeting adjourned at 3:43 p.m.**