

**IMPERIAL VALLEY COLLEGE
CURRICULUM COMMITTEE
ADOPTED MINUTES
REGULAR MEETING
THURSDAY JANUARY 17, 2013
3:05 p.m. – Board Room**

Present:	Craig Blek	Susan Carreon	Rick Castrapel	David Drury
	Carol Hegarty	Michael Heumann	Jose Lopez	Norma Nava
	Norma Nunez	Leticia Pastrana	James Patterson	Veronica Soto
	Cathy Zazueta			
Consultants:	Taylor Ruhl	Efrain Silva		
Absent:	Kathy Berry	Daniel Gilison	Lisa Tylenda	Jose Ruiz
	Kevin White	David Zielinski		
Visitors:				
Recorder:	Dixie Krimm			

I. Opening of the Meeting

A. Call to order

Michael Heumann called the regular meeting of the Imperial Valley College Curriculum Committee to order at 3:07pm on Thursday, January 17, 2013.

Michael welcomed Susan Carreon, Nursing Director, to the committee.

B. Approval of the Minutes

1. Regular Meeting of December 6, 2012

M/S (Castrapel/Patterson) to approve the minutes of the December 6, 2012, regular meeting of the Curriculum Committee, as presented. The motion carried.

II. Action Items

A. Credit Courses

1. Revised Courses

a. BLDC 101 – Safety Standards (Cal/OSHA) 30-Hour Card (3)

M/S (Nunez/Blek) to approve the increase of cap size from 20 to 35, effective 2013-2014, as presented. The motion carried

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

M/S (Blek/Drury) to approve the revision of the prerequisite requirement (CIS 160 from prerequisite to recommended prep), effective Spring 2013, as presented. The motion carried

c. EMTP 200 – EMT-Paramedic Didactic 1 (9)

M/S (Blek/Zazueta) to approve the removal of the prerequisite requirement of BIOL 090, and textbook update for EMTP 200, effective Spring 2013, as presented. The motion carried.

d. ESL 023 – ESL Reading 1 (3)

e. ESL 024 – ESL Reading 2 (3)

f. ESL 025 – ESL Reading 3 (3)

M/S (Zazueta/Drury) to approve the removal of the lab component reducing the unit value from 3.5 to 3.0, and textbook revision, effective 2013-2014, as presented. The motion carried.

B. Degrees and Certificates

1. Revised Degrees and Certificates

a. Apprenticeship – Control Operator Certificate

b. Apprenticeship – Electrician Degree and Certificate

c. Apprenticeship – Generation Mechanic Degree and Certificate

d. Apprenticeship – Hydro Operator Certificate

e. Apprenticeship – Instrument Technician Certificate

f. Apprenticeship – Meter Technician Degree and Certificate

g. Apprenticeship – Power Lineman Degree and Certificate

h. Apprenticeship – Relays Technician Degree and Certificate

i. Apprenticeship – SCADA/Telecommunications Technician Degree and Certificate

j. Apprenticeship – Substation-Electrician Degree and Certificate

k. Apprenticeship – Telecommunications Technician Certificate

M/S (Nunez/Drury) to approve the description revision and addition of PLO's to the above degrees and certificates a. thru k., effective 2012-2013, as presented. The motion carried.

l. Emergency Medical Services Degree and Certificate

M/S (Zazueta/Drury) to approve the removal of BIOL 090 as a prerequisite course for the Emergency Medical Services Degree and Certificate, effective Spring 2013, as presented. The motion carried.

III. Discussion Items

1. Review of Program Discontinuance Policy

Veronica Soto – approximately 50 students are on track to complete TMCs; most popular: Administration of Justice, Business Administration, and Sociology.

The committee discussed the policy regarding program discontinuance. It is important to make sure that all appropriate audiences are aware when programs are submitted for deletion.

Regarding TMC development – James Patterson asked if the policy for program discontinuance pertained to our current majors where TMC's were already developed. Michael stated that he would find out and report at the next meeting.

IV. Information Items

1. Catalog deadline extension

Deadline to submit items for catalog changes will be moved to March 7, 2013 for approval consideration at the March 21, 2013 meeting.

V. Other Items

Norma Nunez asked the committee to look at prerequisites, if they are not needed they cannot be waived.

Veronica Soto – C-ID information will be going out to department chairs regarding courses that are denied so that the department can make the requested changes.

VI. Next Regular Meeting: FEBRUARY 7, 2013, 3:05pm in the Board Room.

VII. The meeting adjourned at 3:38 p.m.