



IMPERIAL VALLEY COLLEGE
CURRICULUM COMMITTEE MINUTES (Adopted)
 Regular Meeting, Thursday, October 3, 2013
 3:05 p.m. – Administration Building Board Room

Present:	<input checked="" type="checkbox"/> Kathy Berry	<input checked="" type="checkbox"/> Craig Blek	<input type="checkbox"/> Susan Carreon	<input checked="" type="checkbox"/> Rick Castrapel
	<input type="checkbox"/> David Drury	<input checked="" type="checkbox"/> Daniel Gilison	<input checked="" type="checkbox"/> Brian McNeece for Carol Hegarty	<input checked="" type="checkbox"/> Michael Heumann
	<input checked="" type="checkbox"/> Jose Lopez	<input type="checkbox"/> Norma Nava	<input checked="" type="checkbox"/> Norma Nunez	<input checked="" type="checkbox"/> Ed Scheuerell
	<input checked="" type="checkbox"/> James Patterson	<input type="checkbox"/> Jose Ruiz	<input checked="" type="checkbox"/> Veronica Soto	<input checked="" type="checkbox"/> ASG Representative
	<input checked="" type="checkbox"/> Kevin White	<input checked="" type="checkbox"/> Cathy Zazueta	<input checked="" type="checkbox"/> Allyn Leon	Jonathan Carrillo
Consultants:	<input type="checkbox"/> Tina Aguirre	<input type="checkbox"/> Gloria Carmona	<input type="checkbox"/> Ted Cesar	<input type="checkbox"/> Becky Green
	<input type="checkbox"/> Todd Finnell	<input type="checkbox"/> Frank Rapp	<input checked="" type="checkbox"/> Sydney Rice	<input type="checkbox"/>
	<input checked="" type="checkbox"/> Efrain Silva			
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 3:06 pm on Thursday, October 3, 2013.

B. Approval of the Minutes

1. Regular Meeting of September 19, 2013

M/S (Castrapel/Leon) to approve the minutes of the September 19, 2013, regular meeting of the Curriculum Committee, as presented. The motion carried.

II. Action Items

A. Credit Courses

1. Revised Courses

a. ART 104 – History of Modern Art (3)

M/S (Soto/Leon) to approve the title revision for ART 104, effective 2014-2015, as presented. The motion carried.

b. ART 110 – Design (3)

c. SPCH 130 – Small Group Communication (3)

M/S (McNeece/Leon) to approve the revision of objectives, content, and textbooks for ART 110 and SPCH 130, effective 2014-2015, as presented. The motion carried.

- d. **ART 160 – Graphic Design (3)**
- e. **ART 260 – Advertising/Graphic Design (3)**

M/S (Nunez/Castrapel) to approve the removal of materials fee statement from ART 160 and ART 260, effective 2014-2015, as presented. The motion carried.

- f. **MUS 156 – Beginning College Chorus (1)**
- g. **MUS 157 – Intermediate College Chorus (1)**

M/S (Soto/McNeece) to approve the reinstatement of repeatability to one (1) time for MUS 156 and MUS 157, as necessary to meet the major requirements of CSU for completion of a bachelor's degree, effective 2013-2014, as presented. The motion carried.

Veronica explained that students will be able to use repeatability for transferring to several institutions (SDSU, Sacramento, and Northridge). The previous vote to remove the repeatability was an attempt to meet the Title 5 revision to repeatability. After careful review it has been determined that these courses do meet the requirement and can legally be considered repeatable. Veronica asked the committee to allow it to be retroactive for 13-14 so as not to adversely affect any transferring students.

- h. **MUS 171 – Chamber Orchestra (1)**
- i. **MUS 172 – College-Community Band (1)**
- j. **MUS 177 – Stage Band (1)**
- k. **MUS 178 – Symphony Orchestra (1)**

M/S (McNeece/Soto) to approve the reinstatement of repeatability to three (3) times for MUS 171, MUS 172, MUS 177, and MUS 178, as necessary to meet the major requirements of CSU for completion of a bachelor's degree, effective 2013-2014, as presented. The motion carried.

These courses will also be retroactive as ensemble courses are acceptable as being repeatable.

- l. **MUS 175 – Instrumental Ensemble (1)**

M/S (Nunez/Blek) to approve the title revision and reinstatement of repeatability to three (3) times for MUS 175, as necessary to meet the major requirements of CSU for completion of a bachelor's degree, effective 2013-2014, as presented. The motion carried.

2. New Courses

- a. **MUS 165 – Applied Music III (1)**
- b. **MUS 166 – Applied Music IV (1)**

M/S (Castrapel/Berry) to approve the addition of MUS 165 and MUS 166, to the credit curriculum, effective Spring 2014, as presented. The motion carried.

These courses are to level and show progression of applied music courses. Examples from other colleges showed leveling in this area and repeatability in the ensemble courses.

B. Distance Education Courses – Addendum Documentation

- a. **SPAN 221 – Bilingual Spanish II (5)**

M/S (Leon/Blek) to approve the Distance Education Addendum for SPAN 221, effective Spring 2014, to provide greater access and allow the inclusion of all modalities of learning, as presented. The motion carried.

III. Discussion Items

1. AP 4025, Philosophy and Criteria for Associate Degree and General Education

Michael reviewed the document that was approved at the last meeting.

Sydney Rice explained that other college catalogs end prior to the statement that refers to “students will”. She suggested changing the word from “will” to “can”; or remove the paragraph that contains that language. The SLO committee will be working to define the ILOs.

The suggestion was made to remove the section that lists the ILO definitions and the bullet points.

Michael and Dixie will meet with Linda to revise and bring back to the committee to be voted on.

2. Curriculum Role in Setting Course Caps – Michael Heumann

The CTA contract has been revised to set the minimum course cap size to 28 and the maximum to 45. Any other cap changes would need to come through the curriculum committee.

Michael provided the guidelines from ASCCC for setting course enrollment maximums: process, roles, and principles; and reviewed sections that were part of curriculum committee purview. In the Appendix there are examples of policies for establishing and modifying course caps. Appendix C shows a check list to help in determining the appropriateness of course cap establishment and modification.

Kathy – an important factor in revising caps is having criteria; justification determined by data.

Michael – need to agree on criteria, and how to weight the criteria (see appendix D); use course outlines to determine criteria so that it is not based on specific instructor but based on course content.

Michael requested help in drafting a policy for establishing and modifying course caps, this will provide the first step in working on the process. Allyn Leon, Brian McNeece, and Daniel Gilison volunteered.

IV. Information Items

1. Kathy Berry provided information regarding **AB 86**; legislation that will affect adult education, basic skills and some CTE.
 - There will be a pooling of funds; each region will develop a consortium which will be determining how to spend the funds.
 - If our region would like to have a consortium, a survey must be filled out and turned in by Oct. 22nd.
 - Kathy was been assigned as the point person.
 - We have until March of 2014 to complete report on how the money will be spent.
 - As work is being done to make a plan, committee members will be asked for input.
 - Kathy encouraged the committee to pay attention and be aware of upcoming bills.

For more information regarding this legislation: [Assembly Bill 86](#) (refer to Article 3 page 103)

2. Norma Nunez will be looking at recommended preparation on courses in the catalog. There must be justification to keep. Prerequisite procedure will be brought to the committee soon for approval.
3. General Education Review will be brought up at the next meeting.

V. Other Items

None

VI. Next Regular Meeting: OCTOBER 17, 2013, 3:05pm in the Board Room.

VII. The meeting adjourned at 4:02 p.m.