



IMPERIAL VALLEY COLLEGE
CURRICULUM COMMITTEE AGENDA
Regular Meeting, Thursday, March 19, 2015
3:05 p.m. – Administration Building Board Room

The mission of Imperial Valley College is to foster excellence in education that challenges students of every background to develop their intellect, character, and abilities; to assist students in achieving their educational and career goals; and to be responsive to the greater community.

I. Opening of the Meeting

A. Call to order

B. Approval of the Minutes

1. Regular Meeting of March 5, 2015

M/S (_____/_____) to approve the minutes of the March 5, 2015, regular meeting of the Curriculum Committee, as presented.

II. Action Items

A. Credit Courses

1. Deleted Courses

- a. CIS 104 – Introduction to Telecommunications (3)
- b. CIS 106 – PC Maintenance and Repair (3)
- c. CIS 107 – Computer Networking (3)

M/S (_____/_____) to approve the deletion of CIS 104, CIS 106, and CIS 107, effective 2015-2016, as presented. The motion:

2. Revised Courses

- a. ART 106 – Women Artists (3)
- b. ART 110 – Design (3)
- c. ART 112 – Design (3)
- d. ART 120 – Drawing I (3)
- e. ART 124 – Painting I (3)
- f. ART 126 – Painting II (3)
- g. ART 128 – Watercolor Painting (3)
- h. ART 224 – Painting III (3)
- i. ART 226 – Painting IV (3)
- j. ART 260 – Advertising/Graphic Design (3)
- k. BUS 124 – Introduction to Business (3)
- l. BUS 126 – Business and the Legal Environment (3)
- m. BUS 136 – Human Relations in Management (3)
- n. BUS 144 – Principles of Marketing (3)
- o. BUS 148 – Personal Finance (3)
- p. BUS 220 – Principles of Managerial Accounting (4)
- q. CIS 124 – Excel I (1)
- r. CIS 125 – Excel II (1)
- s. JRN 100 – Introduction to Journalism (3)
- t. MUS 100 – Introduction to Music Foundations (3)

- u. THEA 120 – Fundamentals of Acting (3)
- v. VN 124 – Pharmacology II (2)
- w. WELD 100 – Welding Technology (5)
- x. WELD 115 – Flux Cored Arc Welding on Plate (3)
- y. WELD 120 – Gas Tungsten Arc Welding on Plate (3)
- z. WELD 130 – Shielded Metal Arc Welding on Plate (4)
- aa. WELD 220 – Gas Tungsten Arc Welding on Pipe (3)
- bb. WELD 230 – Shielded Metal Arc Welding on Pipe (3)

M/S (_____/_____) to approve the revision to the above courses a. through bb. as indicated in CurricUNET, effective 2015-2016. The motion:

- cc. ADS 120 – Introduction to Counseling (3)
- dd. PSY 120 – Introduction to Counseling (3)
- ee. AG 110 – Environmental Science (3)
- ff. ENVS 110 – Environmental Science (3)
- gg. AHP 100 – Medical Terminology (3)
- hh. AJ 100 – Introduction to the Administration of Justice (3)
- ii. AJ 102 – Concepts of Criminal Law (3)
- jj. ART 100 – History of Art I (3)
- kk. ART 102 – History of Art II (3)
- ll. CIS 101 – Introduction to Information Systems (3)
- mm. COUN 100 – Personal and Career Development (3)
- nn. HUM 100 – Introduction to the Humanities (3)
- oo. MUS 100 – Introduction to Music Foundations (3)
- pp. MUS 102 – Introduction to Music Literature and Listening (3)
- qq. SOC 101 – Introduction to Sociology (3)

M/S (_____/_____) to approve the revision to cap size for items cc. through qq. above, effective 2015-2016, as presented. The motion:

3. New Courses

- a. AG 245 – Plant Propagation/Production (3)

M/S (_____/_____) to approve the addition of AG 245 to the credit curriculum, effective 2015-2016, as presented. The motion:

B. Distance Education Courses – Addendum Documentation

- a. NURS 100 – Medication Mathematics (1)

M/S (_____/_____) to approve the Distance Education Addendum for NURS 100, effective 2015-2016, to provide greater access and allow the inclusion of all modalities of learning, as presented. The motion:

C. Degrees and Certificates

1. Deleted Degrees and Certificate Programs

- a. **Business Financial Services Degree and Certificate Program**

M/S (_____/_____) to approve the deletion of the Business Financial Services Degree and Certificate Program, effective 2015-2016, as presented. The motion:

b. Business Marketing Degree and Certificate Program

M/S (_____/_____) to approve the deletion of the Business Marketing Degree and Certificate Program, effective 2015-2016, as presented. The motion:

c. Court Services Specialist Certificate Program

M/S (_____/_____) to approve the deletion of the Court Services Specialist Certificate Program, effective 2015-2016, as presented. The motion:

2. Inactivated Degree and Certificate

a. Legal Assistant Degree and Certificate

M/S (_____/_____) to approve the inactivation of the Legal Assistant of the Legal Assistant Degree and Certificate Program, effective 2015-2016, as presented. The motion:

3. Revised Degree and Certificate

a. Electrical Trades Degree and Certificate

M/S (_____/_____) to approve the revision (removal of BLDC 101 from required courses) to the Electrical Trades Degree and Certificate, effective 2015-2016, as presented. The motion:

III. Discussion Items

1. Verification of SLO inclusion on syllabi – (Dr. Nick)

IV. Information Items

1. C-ID March Newsletter – (Dixie)

V. Other Items

VI. Next Regular Meeting: April 2, 2015, 3:05pm in the Board Room

VII. Adjournment



IMPERIAL VALLEY COLLEGE
CURRICULUM COMMITTEE MINUTES (Unadopted)
 Regular Meeting, Thursday, March 05, 2015
 3:05 p.m. –Board Room

Present:	<input checked="" type="checkbox"/> Nicholas Akinkuoye	<input checked="" type="checkbox"/> Craig Blek	<input type="checkbox"/> Susan Carreon	<input type="checkbox"/> David Drury
	<input checked="" type="checkbox"/> Kathleen Dorantes	<input type="checkbox"/> Gaylla Finnell	<input checked="" type="checkbox"/> Daniel Gilison	<input checked="" type="checkbox"/> Carol Hegarty
	<input checked="" type="checkbox"/> Allyn Leon	<input type="checkbox"/> Jose Lopez	<input type="checkbox"/> Norma Nava	<input checked="" type="checkbox"/> Trinidad Argüelles
	<input checked="" type="checkbox"/> Frank Rapp	<input checked="" type="checkbox"/> Jose Ruiz	<input checked="" type="checkbox"/> Sydney Rice	<input checked="" type="checkbox"/> Veronica Soto
	<input checked="" type="checkbox"/> Kevin White	<input type="checkbox"/> Cathy Zazueta	<input checked="" type="checkbox"/> ASG Representative Claudia Curiel	
Consultants:	<input type="checkbox"/> Tina Aguirre	<input type="checkbox"/> Gloria Hoisington	<input type="checkbox"/> Ted Cesar	<input type="checkbox"/> Becky Green
	<input checked="" type="checkbox"/> James Patterson	<input type="checkbox"/> Jill Nelipovich	<input checked="" type="checkbox"/> Norma Nunez	<input checked="" type="checkbox"/> Efrain Silva
Ex-officio	<input type="checkbox"/> Michael Heumann			
Visitors:				
Recorder:	Dixie Krimm			

I. Opening of the Meeting

A. Call to order

Frank Rapp called the regular meeting of the Imperial Valley College Curriculum Committee to order at 3:10 pm on Thursday, March 5, 2015.

B. Approval of the Minutes

1. Regular Meeting of February 19, 2015

M/S/C (Akinkuoye/Gilison) to approve the minutes of the February 19, 2015, regular meeting of the Curriculum Committee, as presented. The motion carried.

II. Action Items

A. Credit Courses

1. Deleted Courses

- a. JRN 102 – Newspaper Production (3)
- b. JRN 104 – Career Journalism (3)
- c. JRN 106 – Photojournalism (3)
- d. JRN 108 – Critical Reasoning and Writing (3)

M/S/C (Patterson/Leon) to approve the deletion of the inactivated courses a. through d. above, effective 2015-2016, as presented. The motion carried.

2. Revised Courses

- a. BUS 210 – Principles of Financial Accounting (4)
- b. BUS 260 – Business Communications (3)
- c. CIS 120 – Microsoft Word I (1)
- d. CIS 121 – Microsoft Word II (1)

M/S/C (Blek/Leon) to approve the revision to cap size for BUS 210 and BUS 260 from 30 to 35, and to approve the revision to textbooks for BUS 210, CIS 120, and CIS 121, effective 2015-2016, as presented. The motion carried.

B. Degrees and Certificates

1. Deleted Degrees Programs

a. Communication Arts Degree

M/S/C (Akinkuoye/Blek) to approve the deletion of the Communication Arts Degree, effective 2015-2016, as presented. The motion carried.

James Patterson commented that the Communication Studies degree is up and running and students are currently earning the ADT.

b. Journalism Degree Program

M/S/C (Patterson/Soto) to approve the deletion of the Journalism Degree Program, effective 2015-2016, as presented. The motion carried.

James Patterson commented that the Journalism ADT is still being considered. The local degree is being deleted to adhere to the legal requirement to offer the ADT with the existence of an active local degree. The development of the ADT would exceed the allowable 18 months according to SB440.

III. Discussion Items

1. University Studies – Department Assignment (Veronica Soto)

Veronica Soto – For future reference this degree will be vetted for ADT development. The issue is when students are trying to take a course that is not listed and asking for that course to apply to the degree. All the courses listed are deemed by faculty to be CSU and/or UC transferable. If a student takes a transferable course not listed how can that course be added to the degree to avoid having to use a petition? Veronica is asking the committee to assign the emphasis areas to the appropriate division to be included in their program reviews to make sure courses are appropriately delineated within the degree emphasis.

This will be brought back for official approval at the next committee meeting.

2. AP Credit Chart Review – (Veronica Soto)

Veronica Soto reviewed the current AP credit chart and explained that certain areas needed to be reviewed to determine if revisions were appropriate. Veronica will send the charts out to the departments requesting any changes, after department review (Veronica will send the link to College Board where course information for comparison can be found to assist departments). Please contact Veronica for more information.

IV. Information Items

None

V. Other Items

James Patterson reminded the committee that last year a form was designed to assist in revising course caps. Kathy Berry, at the time the form and policy were approved, had asked departments to review their courses for appropriate cap increases. The deans have, upon careful review, put together a list of classes that were deemed appropriate for increase in class size. The increase will include the required forms along with relevant data to support the rationale of increasing the class sizes.

Kathleen Dorantes asked if this would be a contractual infringement. James explained that the class size relates to appropriate pedagogy within each of the courses on the list. As this is a pedagogical issue it falls under the domain of the curriculum committee. These courses were examined carefully using the approved policy and will be presented to the committee with all relevant data.

VI. Next Regular Meeting: March 19, 2015, 3:05pm in the Board Room

VII. The meeting adjourned at 3:37 p.m.

In accordance with the Ralph M. Brown Act and SB 751, minutes of the IVC Curriculum Committee record the votes of all committee members as follows: (1) Members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority.

CC Meeting 03-19-15				Banner	State
AG245	Plant Propagation/Production	3	New Course - Designed for Agriculture Plant Science ADT.		
ART106	Women Artists	3	Textbooks needed updating.		
ART110	Design	3	Textbooks need updating.		
ART112	Design	3	Textbooks need updating.		
ART120	Drawing I	3	SLOs and textbooks need updating.		
ART124	Painting I	3	Textbooks need updating.		
ART126	Painting II	3	Textbooks need updating.		
ART128	Watercolor Painting	3	Textbooks need updating.		
ART224	Painting III	3	Textbooks need updating.		
ART226	Painting IV	3	Textbooks need updating.		
ART260	Advertising/Graphic Design	3	Course needs textbooks updated and removal of unnecessary suggested prerequisites.		
BUS124	Introduction to Business	3	Textbook update		
BUS126	Business and the Legal Environment	3	Textbook update		
BUS136	Human Relations in Management	3	Textbook update		
BUS144	Principles of Marketing	3	Textbook update		
BUS148	Personal Finance	3	Textbook update and course cap increase. (30 to 35)		
BUS220	Principles of Managerial Accounting	4	Textbook update		
CIS104	Introduction to Telecommunications	3	DELETION		
CIS106	PC Maintenance and Repair	3	DELETION		
CIS107	Computer Networking	3	DELETION		
CIS124	EXCEL I	1	test book update		
CIS125	EXCEL II	1	test book update		
JRN100	Introduction to Journalism	3	Textbooks need updating.		
MUS100	Intro to Music Foundations	3	Textbooks need updating.		
NURS100	Medication Mathematics	1	To add DE Addendum information		
THEA120	Fundamentals of Acting	3	These updates bring the course into alignment with C-ID THTR 151. (Desc, obj, content, assignments)		
VN124	Pharmacology II	2	Update Text book material		
WELD100	Welding Technology	5	Description, class size (from 20 to 24), objectives, content, methods of eval and instruction, textbooks		
WELD115	Flux Cored Arc Welding on Plate	3	Title, number (was WELD 105), description, SLOs, objectives, content, assignments, and texts.		
WELD120	Gas Tungsten Arc Welding on Plate	3	Number (was WELD 101), description, SLOs, objectives, content, and assignments.		
WELD130	Shielded Metal Arc Welding on Plate	4	Title, number (was WELD 102), reduction of units (from 5 to 4), class size (from 20 to 24), description, SLOs, objectives, content, assignments, and texts.		
WELD220	Gas Tungsten Arc Welding on Pipe	3	Number (was WELD 104), description, SLOs, objectives, content, and assignments.		
WELD230	Shielded Metal Arc Welding on Pipe	3	Title, number (was WELD 103) class size (from 20 to 24), description, SLOs, objectives, content, assignments, and textbooks		

PROGRAMS				
Business Financial Services Degree and Certificate Program		Deletion		
Business Marketing Degree and Certificate Program		Deletion		
Court Services Specialist Certificate Program		Deletion		
Legal Assistant Degree and Certificate Program		Inactivation		
Electrical Trades Degree and Certificate		Removal of BLDC 101 from required courses. Unit value from 19 to 16		

Course Identification Numbering System (C-ID)

ANNOUNCEMENTS:

Public Health Science TMC

The Intersegmental Curriculum Workgroup (ICW) agreed to release the hold on the Public Health Science draft TMC in light of the direction the Allied Health/Exercise Science FDRG is taking with their proposed TMC. The finalized Public Health Science TMC will be available on the C-ID website once the ICW formally accepts the TMC. The CCC Chancellor's Office template will most likely be available September 1, 2015.

FDRG Updates:

The following faculty discipline review group (FDRG) for each discipline met recently to discuss potential descriptors and TMCs in their disciplines:

- *Social Justice Studies* (AOE) – The FDRG initially referred to as “Diversity Studies” has proposed to call its TMC “Social Justice Studies” and are working on the creation of an area of emphasis (AOE) TMC and associated descriptors. Locally, Associate Degrees would be referred to as “Social Justice Studies – XXX”, where the XXX refers to the focus of the local option selection (e.g., Chicano Studies, Asian American Studies, Gender Issues). A follow up meeting is scheduled for mid-March.
- *Biotechnology* (CCC) – The FDRG discussed the recent results of the descriptor vetting and will have finalized descriptor available mid-April.
- *Exercise Science/Allied Health* (AOE) – The FDRG reviewed possible courses for the Exercise Science/Allied Health AOE TMC. More research is being conducted by the FDRG to determine whether a TMC for this area of emphasis is possible.

FDRG meetings for Graphic Arts/Graphic Design, Global and International Studies, and Social Work will all take place in mid-March.

Basic Skills Descriptors:

Faculty discipline review groups (FDRGs) have been formed for math, English, ESL, and reading disciplines and are currently reviewing CB21 rubrics (<http://www.cccbsi.org/cb21-information>; used to code sequential basic skills courses) and designing C-ID descriptors for those basic skills courses that are generally comparable across the community colleges. This work is, in part, a response to a request from the Common Assessment Initiative (CAI; <http://cccassess.org/>) to draft descriptors for basic skills courses. Ultimately, community colleges using an assessment test for placement will be required to use a statewide “common assessment” for placing students in math, English, ESL, and reading. More information will be provided on the C-ID website once draft descriptors are available for vetting.

5-Year Descriptor Review:

The FDRGs for Communication Studies, Psychology, and Sociology have reviewed feedback on the proposed non-substantive changes to the discipline descriptors. The changes have all been accepted by the FDRG and the updated descriptors will be posted with the revisions from the 5-year review in the near future. An announcement will be made once the descriptors are finalized.

As the changes were non-substantive, courses that have been submitted or approved for the descriptors will not need to be resubmitted. Both Communication Studies and Psychology FDRGs identified a need to draft an additional descriptor for their discipline. More information will be provided on the C-ID website once draft descriptors are available for vetting.

The following disciplines are scheduled to undergo the 5-year review process starting fall 2015:

Administration of Justice	Physics
Early Childhood Education	Political Science
Geology	Studio Arts
History	Theater Arts
Kinesiology	Mathematics

5-Year TMC Review:

The TMCs for Communication Studies, Psychology, and Sociology will soon begin their review. The FDRGs are currently identifying any changes or revisions that they wish to propose. A survey will be sent to statewide faculty asking for their input on any proposed changes, as well as additional suggestions for changes.

CSU CORE RECRUITMENT:

While we welcome and would benefit from additional CSU reviewers in most disciplines, we urgently need additional CSU reviewers to review the indicated descriptors:

Anthropology: 110, 115L, 120, 130

Art History: All descriptors.

FTVE: 100, 105, 110, 120, 125, 135

Math: 120, 160, 955.

Studio Arts: All descriptors.

Theater: 114

Please email krystinne@asccc.org if you have CCC/CSU faculty recommendations, or are interested in serving!