# **IMPERIAL VALLEY COLLEGE CURRICULUM AND INSTRUCTION COMMITTEE MEETING ADOPTED MINUTES REGULAR MEETING** THURSDAY, MARCH 18, 2010 3:05 P.M. - BOARD ROOM

Present: Lianna Zhao Victor Jaime Tina Aguirre Dave Drury Val Rodgers Ted Ceasar Jose Ruiz

Carol Lee

Krista Byrd (Gretz)

Gloria Carmona

Michael Heumann

Absent: Kathy Berry Suzanne Gretz David Zielinski Steven Sciaky

Efrain Silva

Visitors:

**Consultants:** 

Recorder: Dixie Krimm

#### I. Opening of the Meeting

### A. Call to Order of Regular C & I Committee Meeting - Carol Lee, Co-Chair

Carol Lee, Co-Chair, called the regular meeting of the Imperial Valley College Curriculum and Instruction Committee to order at 3:10 p.m. on Thursday, March 18, 2010.

# B. Approval of the Minutes

M/S/C Jaime/Drury to approve the C & I Committee minutes of March 4, 2010, as presented. The motion carried.

# C. Student Learning Outcomes

No report or discussion (Dr. Toni Pfister, SLO Coordinator, was absent).

#### II. Action Items

### A. Certificate Issues for Less Than 18 Units

Gloria reviewed the handout regarding Certificates Under 18 Units Not Approved by Chancellor's Office. She stated that students have petitioned to receive certificates in an area no longer approved because it is under 18 units.

It was determined that students could be issued the certificate if they completed the courses through the 2008-2009 school year. The issue became the fact that the student's transcript would no longer show the certificate. It was determined that the term "certificate" could no longer be used but another other word could, for example "Award". Ways it could be done in Banner were discussed.

Gloria mentioned that students wanted it on their transcripts to show to employers. Val Rodgers mentioned that their department issues certificates that go into the student's file that are used to meet a special requirement. Members agreed that departments could issue their own certificate to meet their departmental needs. Tina

stated that the students in her department needed certificate information noted on their transcripts since employers requested official transcripts as proof of completion.

Carol stated that instead of voting on it as an action item at this meeting the item will be tabled. A subcommittee will be created to bring this item back to the C & I Committee.

### This Item was Tabled

#### B. Rubric

#### 1. New Rubric

- a. Counseling (COUN)
- b. Student Government (SGOV)

**M/S/C Jaime/Rodgers** to approve the addition of the COUN (to replace PD rubric) and the addition of the SGOV rubric, effective 2010 - 2011, as presented. The motion carried.

## 2. Deleted Rubric - Personal Development (PD)

**M/s/C Jaime/Drury** to approve the deletion of the PD rubric, effective 2010 - 2011, as presented. The motion carried.

#### C. Credit Courses

#### 1. Deleted Courses

- a. ANTH 110 Introduction to Archaeological Site Surveying (3)
- b. ANTH 112 Introduction to Archaeological Excavations (3)
- c. ANTH 210 Advanced Archaeological Survey (3)
- d. ANTH 212 Advanced Archaeological Excavations (3)
- e. PD 062 Personal and Social Development (1)
- f. PD 064 Orientation to College and Life Skills (1)
- g. MUS 173 Concert Band (1)
- h. MUS 174 Estudiantina (1)
- i. MUS 176 Rehearsal & Performance (1)
- j. MUS 180 MIDI Composition (2)

**M/S/C Zhao/Drury** to approve the deletion of ANTH 110, ANTH 112, ANTH 210, ANTH 212, PD 062, PD 064, MUS 173, MUS 174, MUS 176, and MUS 1890, effective 2010 – 2011, as presented. The motion carried.

#### 2. Revised Courses

- a. PD 061 to COUN 061 Survival Skills for College Success (1)
- b. PD 120 to COUN 120 College Success Skills (3)

**M/S/C Jaime/Drury** to approve the revision of the course rubric from Personal Development (PD) to Counseling (COUN) for PD 061 and 120, effective 2010 - 2011, as presented. The motion carried.

# D. Certificates and Majors

# 1. Revised Certificates and Majors

a. Music Major

**M/S/C Ruhl/Ruiz** to approve the revisions to the Music major in sections I.b., I.c., and II to reflect current offerings and due to errors in 2008-09 catalog on the presentation of the requirements, effective 2010 - 2011, as presented. The motion carried.

### E. Textual Items

- 1. General Education Section (Previously "tabled" items.)
  - a. Institutional Requirements Statement (Section III of the IVC General Education Pattern)

**M/S/C Drury/Jaime** to approve the retention of the current catalog statements for Section III. Institutional Requirements, (page 27, 2009-10 catalog), effective 2010 - 2011, as presented. The motion carried.

b. Elective Statement (Section E of the IVC General Education Pattern)

**M/S/C Drury/Jaime** to approve the retention of the current catalog statement for Section E, Elective, (page 28, 2009-10 catalog), effective 2010 - 2011, as presented. The motion carried.

Gloria asked if this topic would come back for discussion. Carol confirmed that it would continue to be reviewed. Gloria stated that she would like to see more options for American Institutions due to student requests.

#### III. Discussion Items

None

#### IV. Information Items

None

#### V. Other Items

None

VI. Next Regular Meeting – THURSDAY APRIL 1, 2010, 3:05 P.M. Materials Due: WEDNESDAY, MARCH 24, 2010, 5:00 P.M.

## **VII. ADJOURNMENT**

The meeting was adjourned at 3:35 p.m.