IMPERIAL VALLEY COLLEGE CURRICULUM COMMITTEE ADOPTED MINUTES REGULAR MEETING THURSDAY MARCH 1, 2012 3:05 p.m. – Board Room

Present: Kathy Berry

Carol Hegarty
Rick Castrapel
Bruce Seivertson

Krista Byrd Michael Heumann Norma Nava David Zielinski

David Drury Kseniya Gregory Norma Nunez

Daniel Gilison Carol Lee Angie Ruiz

Consultants: Ted Cesar

Efrain Silva

Alfredo Cuellar

Brian McNeece

Toni Pfister

Absent: Tina Aguirre

Cathy Zazueta

Jose Lopez Jose Ruiz

Daniel Bermudez

Visitors:

Recorder: Dixie Krimm

I. Opening of the Meeting

A. Call to order

Carol Lee called the regular meeting of the Imperial Valley College Curriculum Committee to order at 3:05 p.m. on Thursday, March 1, 2012.

B. Approval of the Minutes

1. Regular Meeting of February 2, 2012

M/S (Seivertson/Castrapel) to approve the minutes of the February 2, 2012, regular meeting of the Curriculum Committee, as presented. The motion carried.

C. Student Learning Outcomes – Toni Pfister

Toni – requested information regarding the number of cycle assessments completed by divisions. She stated that she needed to report this information very soon, therefore the deadline to provide this information was given as one week from the date of this meeting. Copies of the course lists were provided to the division deans for dissemination to the appropriate persons.

II. Action Items

A. Continuation of CTE Programs

M/S (Heumann/Berry) to approve the continuation of the Career Technical Education Programs at Imperial Valley College, as listed and pursuant to Educational Code 78016, effective with the 2012 – 2013 Academic Year, as corrected. The motion carried.

B. Credit Courses

1. Deleted Courses

a. AGET 120 – Power Transmission Systems (4)

M/S (Seivertson/Gilison) to approve the deletion of AGET 120, effective 2012 – 2013, as presented. The motion carried.

2. Revised Courses

- a. ADS 220 Practicum (3)
- b. ADS 221 Practicum (3)
- c. ADS 230 Alcohol and Drug Prevention and Education (3)
- d. AU T 120 Automotive Machine Shop (4)
- e. BLDC 175 Home Performance Retrofits (3)
- f. BLDC 180 Building Planning and Cost Estimation (3)
- g. BLDC 185 Concrete Footings, Flatwork, and Detail Work (4)
- h. DSPS 050 Adapted Keyboarding (1)
- i. DSPS 052 Computer Access Evaluation (0.5)
- j. DSPS 058 Computer Access Projects (3)
- k. ESL 011 Speaking & Listening for ESL (5)
- I. ESL 012 Speaking & Listening for ESL 2 (5)
- m. ESL 013 Speaking & Listening for ESL 3 (5)
- n. ESL 014 Speaking & Listening for ESL 4 (5)
- o. ESL 015 Speaking & Listening for ESL 5 (5)
- p. ESL 023 ESL Reading 1 (3.5)
- q. ESL 024 ESL Reading 2 (3.5)
- r. ESL 025 ESL Reading 3 (3.5)
- s. MUS 242 Intermediate Group Piano II (1)
- t. NURS 224 Psychiatric & Mental Health Nursing (2)
- u. NURS 225 Psychiatric & Mental Health Nursing Application (1)
- v. PSY 220 Practicum (3)
- w. PSY 221 Practicum (3)

M/S (Hegarty/Castrapel) to approve the addition/revision of SLO's and/or assignments and/or update to textbooks, for ADS 220, ADS 221, ADS 230, AU T 120, BLDC 175, BLDC 180, BLDC 185, DSPS 050, DSPS 052, DSPS 058, ESL 011, ESL 012, ESL 013, ESL 014, ESL 015, ESL 023, ESL 024, ESL 025, MUS 242, NURS 224, NURS 225, PSY 220, and PSY 221, effective 2011 - 2012, as presented. The motion carried.

- x. ART 100 History of Art I (3)
- y. ART 102 History of Art II (3)

M/S (Hegarty/Seivertson) to approve the removal of "Appreciation" from the title, for ART 100 and ART 102, effective 2012 – 2013, as presented. The motion carried.

z. EMTP 200 – EMT-Paramedic Didactic 1 (9) – ITEM WITHDRAWN

M/S (Berry/Gilison) to approve the addition of SLO's and assignments, update to textbooks, prerequisite, description, and instructional methodology, for EMTP 200, effective 2012 - 2013, as presented.

The motion was withdrawn – for revision to the prerequisite document.

- aa. ESL 001 Grammar and Composition for ESL 1 (5)
- bb. ESL 002 Grammar and Composition for ESL 2 (5)
- cc. ESL 003 Grammar and Composition for ESL 3 (5)
- dd. ESL 004 Grammar and Composition for ESL 4 (5)
- ee. ESL 005 Grammar and Composition for ESL 5 (5)
- ff. NURS 221 Nursing Skills Laboratory IV (1)

M/S (Castrapel/Heumann) to approve the addition of SLO's and assignments, update to course objectives, core content, and textbooks, for ESL 001, ESL 002, ESL 003, ESL 004, ESL 005, and NURS 221, effective 2012 – 2013, as presented. The motion carried.

gg. NURS 126 – Physical Assessment Skills (3) – ITEM WITHDRAWN

M/S (Berry/Seivertson) to approve the addition of SLO's and assignments, update to core content percentages, grading criteria (from Letter Grade Only to Letter Grade or Pass/No Pass), methods of evaluation and instruction, textbooks, and prerequisite clarification, for NURS 126, effective 2012 – 2013, as presented.

The motion was withdrawn – rationale for grading criteria change requested.

hh. NURS 211 - Nursing Skills Laboratory III (1)

M/S (Drury/Castrapel) to approve the addition of SLO's and assignments, update to textbooks, prerequisite, course objectives, and core content, for NURS 211, effective 2012 – 2013, as presented. The motion: CARRIED FAILED TABLED

2. New Courses

a. ENGL 110 - Composition and Reading (4)

M/S (Heumann/Seivertson) to approve the addition of ENGL 110, to the credit curriculum, **effective 2013-2014**, as presented. The motion carried.

The effective year for this course will be 2013-2014. Since this course will be replacing ENGL 101 it needs to be sent out for transferability issues. Submissions for CSU and IGETS are done in December so the earliest start date for this course would be Fall 2013.

C. Non Credit Courses

1. New Course

a. NURS 800 - NCLEX Preparation 1st Time Test Taker

M/S (Berry/Castrapel) to approve the addition of NURS 800, to the non-credit curriculum, effective 2012 – 2013, as presented. The motion carried.

III. Discussion Items

1. Inactivated Courses (Carol Lee)

Since there have been a large amount of inactivated course revisions submitted, Carol will put together information for the committee to consider regarding inactivating courses.

2. Prerequisites, Co-requisites, and Advisories (Carol Lee)

Carol explained that there needs to be a board policy developed to address prerequisites, co-requisites and advisories. It has now been mandated through Title V that these items be reviewed and validated. Recommended preparation should be reviewed every 6 years, and if not validated should be removed.

3. Hold on new program creations (Kathy Berry)

Kathy explained that substantive change proposals were being completed this spring for new programs as of 2007. When a new program is developed we as a committee look at justification for the new program but not at what accreditation is looking for, such as funding, personnel, and sustainability. There are also steps to the process that need to be followed; once the program is approved by the board it then must obtain approval from the Chancellor's Office, from there a substantive change proposal must be submitted. This must be completed prior to offering the program. Until we determine a procedure to include the substantive change information with the program submission we should refrain from submitting new program creations. In the policy we need to differentiate between a grant program and a regular program. A main concern of accreditation is sustainability. The AA-T and AS-T program proposals are the only exceptions.

Efrain Silva asked if we needed to stop creating any new programs. Kathy explained that new programs could be created but that everyone should be aware that additional time would be needed to get full approval. Carol Lee explained that it could take approximately 2 years from the time of approval to the time the program could be offered.

IV. Information Items

Carol Lee announced that a mini college fair would be held on Tuesday, March 6, in the quad. She also mentioned that students were currently getting notifications on transfer.

Brian McNeece reported on accessibility of SLO's and PLO's and location for inclusion on the website.

Kathy Berry stated that PLO's must be completed by Fall 2012.

V. Other Items

None

- VI. Next Regular Meeting: THURSDAY, MARCH 15, 2012, 3:05 P.M.
- VII. The meeting adjourned at 3:54 p.m.