IMPERIAL VALLEY COLLEGE
CURRICULUM COMMITTEE
ADOPTED MINUTES
REGULAR MEETING
THURSDAY MAY 17, 2012
2:00 p.m. – Board Room

Present:	Tina Aguirre	Kathy Berry	Krista Byrd	David Drury
	Daniel Gilison	Norma Nunez	Michael Heumann	Kseniya Gregory
	Carol Lee	Rick Castrapel	Jose Lopez	Norma Nava
	Bruce Seivertson	David Zielinski		
Consultants:	Gloria Carmona	Ted Cesar	Jan Magno	
Absent:	Carol Hegarty	Angie Ruiz	Jose Ruiz	Daniel Bermudez
	Cathy Zazueta			
Visitors:	Eric Lehtonen			
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 2:05 p.m. on Thursday, May 17, 2012.

B. Approval of the Minutes

1. Regular Meeting of May 3, 2012

M/S (Seivertson/Heumann) *to approve the minutes of the May 3, 2012, regular meeting of the Curriculum Committee, as presented. The motion carried.*

II. Action Items

A. <u>Credit Courses</u>

1. Revised Courses

a. ENGL 051 – Individualized Writing Skills (1)

M/S (Heumann/Drury) *to approve the reduction in class size from 120 to 60, for ENGL 051, effective 2012-2013, as presented. The motion carried.*

2. New Course

a. PSY 214 – Statistical Methods in Behavioral Sciences (4)

M/S (Byrd/Castrapel) *to approve the addition of PSY 214, to the credit curriculum, effective 2013 - 2014, as presented. The motion carried.*

B. Credit-By-Exam Course Review Results

M/S (Seivertson/Heumann) *to approve the 67 courses that have been division/department authorized to be eligible for credit-by-examination (CBE) availability for a period of two academic years (2012-13 and 2013-14), effective Fall 2012, as presented. The motion carried.*

C. Approval of 2012 – 2013 Meeting Calendar

M/S (Heumann/Seivertson) *to approve the Curriculum Committee meeting calendar for the 2012 – 2013 academic year, as presented. The motion carried. (Calendar attached)*

D. Faculty Prioritization (New/Replacement positions) (Carol Lee)

Carol Lee presented the prioritization list as determined by the committee at the meeting of February 2, 2012 and the faculty prioritization process (modified Ponce method) approved by C&I November 21, 2002. At the meeting of April 6, 2006 the committee agreed to suspend the Ponce method until the committee decided to reinstate it. Under the Ponce method a replacement position that has not been replaced within a year would be removed from the re-prioritization list and would be lost. Kathy Berry and Carol Lee discussed the various issues that made the current methods of determining faculty prioritization unclear. The processes used by groups to determine what to do with the priority list were confusing. It was unclear how to handle the recently approved retirements since the list was prioritized before the board meeting that approved the retirements. There was also concern regarding faculty that resigned at the end of a term in a position that was deemed imperative to replace for the department and students served. It has been past practice to hire full time temps in this situation until the position could be added to the prioritization list.

Committee members discussed separating the list into the different areas (new, retired, resigned, non-teaching, classified, etc.). Essentially a position could remain on the list indefinitely, as long as it was part of program review, if it was very far down on the priority list. For example, the Psychology Instructor has been on the list for 6 years. Discussion ensued regarding what should be considered essential and what could be given up. Different methods regarding how to approach prioritization such as statistical validation and the process of program review were also discussed.

It was determined to call for a special meeting next week, Thursday, May 24, 2012 at 8:30am to continue the discussion.

III. Discussion Items
None.

IV. Information Items
None.

V. Other Items
None.

VI. Next Regular Meeting: SEPTEMBER 6, 2012, 3:05pm in the Board Room.

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

CURRICULUM COMMITTEE
2012-13 MEETING CALENDAR

FALL 2012

JULY 2012

Sun	Mon	Tues	Weds	Thurs	Fri	Sat
1	2	3	4	5		7
8	9	10	11	12		14
15	16	17	18	19		21
22	23	24	25	26		28
29	30	31				

July 4 - Independence Day (Campus Closed)

AUGUST 2012

Sun	Mon	Tues	Weds	Thurs	Fri	Sat
			1	2		4
5	6	7	8	9		11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Aug 16 - Orientation
Aug 17 - Flex Day
Aug 20 - Fall Term Begins
Aug 25 - First Day of Saturday Classes/Fall Term

SEPTEMBER 2012

Sun	Mon	Tues	Weds	Thurs	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Sept 3 - Holiday (Campus Cled/Labor Day)

OCTOBER 2012

Sun	Mon	Tues	Weds	Thurs	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

NOVEMBER 2012

Sun	Mon	Tues	Weds	Thurs	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Nov 12 - Holiday (Campus Cled/Veteran's Day - Observd)
Nov 22 - 24 - Holiday (Campus CLed/Thanksgiving)

DECEMBER 2012

Sun	Mon	Tues	Weds	Thurs	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Dec 8 - Fall Term Ends
Dec 10-14 - Campus Open/No Classes
Dec 17-31 - Winter Break (Campus Closed)

SPRING 2013

JANUARY 2013

Sun	Mon	Tues	Weds	Thurs	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Jan 1 - Holiday (Observd/New Years Day)
Jan 2-11 - Campus Open/No Classes
Jan 21 - Holiday (Campus Cled/MLK Day)
Jan 14 - Spring 2012 Term Begins

FEBRUARY 2013

Sun	Mon	Tues	Weds	Thurs	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	.
17	18	19	20	21	22	23
24	25	26	27	28		

Feb 8-9 - Holiday (Campus Cled/Lincolns Bday)
Feb 18 - Holiday (Campus Cled/Presidents Day)

MARCH 2013

Sun	Mon	Tues	Weds	Thurs	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Mar 31 - Easter

APRIL 2013

Sun	Mon	Tues	Weds	Thurs	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Apr 1-6 - Spring Recess (Campus Closed)

MAY 2013

Sun	Mon	Tues	Weds	Thurs	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

May 11 - Commencement
May 27 - Memorial Day (Closed)

JUNE 2013

Sun	Mon	Tues	Weds	Thurs	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

CURRICULUM - FALL 2011
STANDARD TIME: 3:05 PM - 1st and 3rd Thursdays

Sept	**6**	*- Curriculum Matters (13-14 Cat.)*
Sept	**20**	*- Curriculum Matters (13-14 Cat.)*
Oct	**4**	*- Curriculum Matters (13-14 Cat.)*
Oct	**18**	*- Curriculum Matters (13-14 Cat.)*
Nov	**1**	*- Curriculum Matters (13-14 Cat.)*
Nov	**15**	*- Curriculum Matters (13-14 Cat.)*
Dec	**6**	*- Curriculum Matters (13-14 Cat.)*

CURRICULUM MEETINGS - SPRING 2012
STANDARD TIME: 3:05 PM - 1st and 3rd Thursdays

Jan	**17**	*- Curriculum Matters (13-14 Cat.)*
Feb	**7**	*- Curriculum Matters (13-14 Cat.)*
Feb	**21**	*- CATALOG DEADLINE*
Mar	**7**	*- Curriculum Matters (13-14 Cat.)*
Mar	**21**	*- Curriculum Matters (13-14 Cat.)*
Apr	**4**	*- Curriculum Matters (13-14 Cat.)*
Apr	**18**	*- Curriculum Matters (13-14 Cat.)*
May	**2**	*- Curriculum Matters (13-14 Cat.)*