



**IMPERIAL VALLEY COLLEGE  
CURRICULUM COMMITTEE AGENDA  
Regular Meeting, Thursday, April 17, 2014  
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 April 3, 2014**

*M/S (\_\_\_\_\_/\_\_\_\_\_) to approve the minutes of the April 3, 2014, regular meeting of the Curriculum Committee, as presented. The motion:*

**II. Action Items**

**A. Credit Courses**

**1. Revised Courses**

- a. **CS 170 – Introduction to Unix/Linux (3)**
- b. **CS 220 – Introduction to Object-Oriented Programming Using Java (4)**
- c. **CS 230 – Intermediate Object-Oriented Programming Using Java (4)**
- d. **CS 280 – Assembly Language and Machine Organization (4)**

*M/S (\_\_\_\_\_/\_\_\_\_\_) to approve the class size revision from 24 to 30 for CS 170, 220, 230, and 280, effective 2014-2015, as presented. The motion:*

**e. JRN 101 – Multimedia News Writing & Reporting (3)**

*M/S (\_\_\_\_\_/\_\_\_\_\_) to approve the removal of prerequisite for JRN 101, effective 2014-2015, as presented. The motion:*

**B. Catalog Textual Items**

*M/S (\_\_\_\_\_/\_\_\_\_\_) to approve the addition of Talent Search and Upward Bound catalog statements to the Counseling Services catalog section, effective 2014-2015, as presented. The motion:*

**C. Review of CTE Programs**

*M/S (\_\_\_\_\_/\_\_\_\_\_) to approve the 2 year review of CTE programs, as presented. The motion:*

**D. Faculty Prioritization**

*M/S (\_\_\_\_\_/\_\_\_\_\_) to approve the Instructional Council and Student Services prioritization recommendations, as \_\_\_\_\_. The motion:*

**III. Discussion Items**

**IV. Information Items**

**V. Other Items**

**VI. Next Regular Meeting: MAY 1, 2014, 3:05pm in the Board Room.**

**VII. Adjournment**



**IMPERIAL VALLEY COLLEGE**  
**CURRICULUM COMMITTEE MINUTES (Unadopted)**  
 Regular Meeting, Thursday, April 3, 2014  
 3:05 p.m. –Board Room

<b>Present:</b>	<input checked="" type="checkbox"/> Kathy Berry	<input checked="" type="checkbox"/> Craig Blek	<input checked="" type="checkbox"/> Susan Carreon	<input type="checkbox"/> Allyn Leon for Rick Castrapel
	<input checked="" type="checkbox"/> David Drury	<input checked="" type="checkbox"/> Daniel Gilison	<input type="checkbox"/> 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 type="checkbox"/> James Patterson	<input checked="" type="checkbox"/> Jose Ruiz	<input checked="" type="checkbox"/> Veronica Soto	<input checked="" type="checkbox"/> ASG Representative
	<input type="checkbox"/> Kevin White	<input type="checkbox"/> Cathy Zazueta	<input checked="" type="checkbox"/> Gaylla Finnell	Andrea Montano
<b>Consultants:</b>	<input type="checkbox"/> Tina Aguirre	<input checked="" type="checkbox"/> Gloria Carmona	<input checked="" type="checkbox"/> Ted Cesar	<input checked="" type="checkbox"/> Becky Green
	<input type="checkbox"/> Todd Finnell	<input type="checkbox"/> Frank Rapp	<input type="checkbox"/> Sydney Rice	<input checked="" type="checkbox"/> Brian McNeece
	<input type="checkbox"/> Efrain Silva			
<b>Visitors:</b>				
<b>Recorder:</b>	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 3:34pm on Thursday, April 3, 2014.

**B. Approval of the Minutes**

**1. Regular Meeting of March 20, 2014**

*M/S/C (Blek/Gilison) to approve the minutes of the March 20, 2014, regular meeting of the Curriculum Committee, as presented. The motion carried.*

**II. Action Items**

**A. Credit Courses**

**1. Revised Courses**

**a. JRN 101 – Multimedia New Writing & Reporting (3)**

*M/S/C (Soto/Carreon) to approve removal of prerequisite and recommended prep, and update to textbooks, effective 2014-2015, as presented. The motion carried.*

**B. Catalog Textual Items**

**1. International Students (2013-2014 Catalog, p.14)**

*M/S/C (Blek/Nunez) to approve the revision to the International Students statement (2013-2014 Catalog, p.14), effective 2014-2015, as presented. The motion carried.*

## **2. Registration Times (2013-2014 Catalog, p.15)**

*M/S/C (Blek/Gilison) to approve the revision of the Registration Times information (2013-2014 Catalog, p.15), effective 2014-2015, as presented. The motion carried.*

David Drury asked if there was a mechanism in place for students to complete the requirements for priority registration online. Norma Nunez will send the appropriate information to Jim Mecate and Sergio Lopez.

## **3. Repeating Courses (2013-2014 Catalog, p.16)**

*M/S/C (Blek/Nunez) to approve the revision of the Repeating Courses information (2013-2014 Catalog, p.16), effective 2014-2015, as presented. The motion carried.*

## **4. Student Success & Support Program (SSSP) (Formerly Matriculation) (2013-2014 Catalog, p.17)**

*M/S/C (Nunez/Soto) to approve the revision of the Student Success & Support Program statement (2013-2014 Catalog, p.17), effective 2014-2015, as presented. The motion carried.*

### **III. Discussion Items**

#### **1. Double counting institutional requirements**

Veronica Soto reviewed the IVC graduation requirements and discussed a problem that had occurred where a student was unable to count HIST 120 or HIST 121 for both the institutional requirement and area D of general education. Reference was made to Title 5 section 55063.

The CSU GE-B and IGETC general education patterns currently allow for double counting of these courses within the Social and Behavioral Sciences areas and CSU graduation/American Institutions requirements.

Michael will work with Veronica and Dixie to draft some revisions and bring back to the committee at a future meeting. Committee members agreed that before voting on a revision, research should be done as to why the IVC requirements and general education were written as they are currently.

Institutional requirements were briefly discussed. Kathy stated that any removal of these requirements should be done gradually with careful consideration of the impact on FTES.

#### **2. Class Size Form**

Michael reviewed the form and stated that it will be sent to the appropriate committees for approval and will be brought back to this committee at the next meeting for final approval.

Brian McNeece reviewed some talking points that were presented at the last meeting regarding pedagogical issues with large quota classes. (See March 20, 2014 minutes)

Discussion ensued regarding the importance of large quota classes being noted on the COR and the importance of bringing the issue to CTA to make sure it is appropriately addressed at the contract level. There was a section that was removed that referenced the ability to offer several sections of a course in the same room, for reasons of equity it was removed from the contract.

#### **3. Faculty Prioritization**

Michael requested that recommendations from Instructional Council and Student Services be submitted to Dixie by next Friday to be included on the agenda of the April 17<sup>th</sup> meeting for approval.

**4. CurricUNET DE Addendum – Gaylla Finnell**

Gaylla presented the Title 5 regulations regarding Distance Education and the difference between correspondence courses and distance education courses. The distinction between them involves regular, effective contact initiated by the instructor which is required to be demonstrated when ACCJC reviews distance education courses. Inability to provide this proof could impact financial aid for these courses. We must be able to describe how we maintain regular contact and many of our courses are missing the documentation of regular effective contact frequency within the area in CurricUNET. These courses will need to be brought back to the committee as revisions to assure we are documenting this requirement effectively.

**IV. Information Items**

None.

**V. Other Items**

None.

**VI. Next Regular Meeting: APRIL 17, 2014, 3:05pm in the Board Room.**

**VII. The meeting adjourned at 4:36 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.

**CATALOG CHANGES**  
IMPERIAL VALLEY COLLEGE  
CURRICULUM COMMITTEE

Action of Curriculum Committee  
(MSC Approved) \_\_\_\_\_  
(MSC Denied/Tabled) \_\_\_\_\_  
Date of Meeting: \_\_\_\_\_

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**NOTE:** This form is to be used to revise textual catalog information.

**Proposed change in catalog information**

**EFFECTIVE YEAR 2014-2015**

**ACTION REQUESTED:** Addition of Talent Search information to the Counseling Services section of the 14-15 catalog.

**JUSTIFICATION:** Information Addition

**CURRENT LOCATION:** Not currently located in the catalog \_\_\_\_\_ General Catalog Page(s): Page(s) 25 \_\_\_\_\_

**Educational Talent Search**

Imperial Valley College Educational Talent Search is a federally funded program designed to help low-income and potential first generation college bound students gain entry to and eventually graduate from an institution of higher education. The goal of the program is to provide assistance to these students as a means to facilitate their postsecondary institutional educational objectives. The ETS staff provides many services aimed at preparing participants for college and assisting participants with college related activities. The Educational Talent Search Program staff is available to students until graduation from high school and in the transition process to college. Some of the services provided include, but are not limited to: Academic and Career Counseling, Career and College Prep Workshops, Financial Aid Assistance, College Admission Process Assistance, Tutorial Assistance, Parental involvement, Fieldtrips to Universities, Assistance to Re-enter High School or College. There are eligibility requirements and the application can be downloaded at: <http://www.imperial.edu/students/talent-search/>.

**CATALOG CHANGES**  
IMPERIAL VALLEY COLLEGE  
CURRICULUM COMMITTEE

Action of Curriculum Committee  
(MSC Approved) \_\_\_\_\_  
(MSC Denied/Tabled) \_\_\_\_\_  
Date of Meeting: \_\_\_\_\_

=====

**NOTE:** This form is to be used to revise textual catalog information.

**Proposed change in catalog information**

**EFFECTIVE YEAR 2014-2015**

**ACTION REQUESTED:** Addition of Upward Bound information to the Counseling Services section of the 14-15 catalog.

**JUSTIFICATION:** Information Addition

**CURRENT LOCATION:** Not currently located in the catalog \_\_\_\_\_ General Catalog Page(s): Page(s) 25 \_\_\_\_\_

**Upward Bound**

The Imperial Valley College Upward Bound Program is funded by a grant from the U.S. Department of Education. The purpose of the Upward Bound Program is to generate the skills and motivation necessary for success in education beyond high school, among low-income, first generation college students, who are enrolled in high school seeking to prepare themselves for entry into post-secondary education (as defined by the Federal Regulations). Participants receive instruction in science, literature, composition, mathematics, study skills, and other subjects necessary for success in education beyond high school. Services and activities are scheduled after school, on Saturdays, and during the Summer Bridge and Residential programs. For program offerings and eligibility requirements please visit the website at: <http://www.imperial.edu/students/upward-bound/>.