



**IMPERIAL VALLEY COLLEGE**  
**CURRICULUM COMMITTEE MINUTES (Adopted)**  
 Regular Meeting, Thursday, March 19, 2015  
 3:05 p.m. –Board Room

<b>Present:</b>	<input type="checkbox"/> Nicholas Akinkuoye	<input checked="" type="checkbox"/> Craig Blek	<input checked="" 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 checked="" type="checkbox"/> Jose Lopez	<input checked="" 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	
<b>Consultants:</b>	<input type="checkbox"/> Tina Aguirre	<input type="checkbox"/> Gloria Hoisington	<input checked="" type="checkbox"/> Ted Cesar	<input type="checkbox"/> Becky Green
	<input type="checkbox"/> James Patterson	<input type="checkbox"/> Jill Nelipovich	<input checked="" type="checkbox"/> Norma Nunez	<input checked="" type="checkbox"/> Efrain Silva
<b>Ex-officio</b>	<input checked="" type="checkbox"/> Michael Heumann			
<b>Visitors:</b>	Mary Jo Wainwright			
<b>Recorder:</b>	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 3:06 pm on Thursday, March 19, 2015.

**B. Approval of the Minutes**

**1. Regular Meeting of March 5, 2015**

*M/S/C (Gilison/Soto) to approve the minutes of the March 5, 2015, regular meeting of the Curriculum Committee, as presented. The motion carried.*

**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/C (Blek/Carreon) to approve the deletion of CIS 104, CIS 106, and CIS 107, effective 2015-2016, as presented. The motion carried.*

**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/C (Blek/Hegarty) to approve the revision to the above courses a. through bb. as indicated in CurricUNET, effective 2015-2016. The motion carried.*

- 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:*~~

*Items cc. through qq. moved forward to April 16<sup>th</sup> meeting.*

### 3. New Courses

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

*M/S/C (Gilison/Blek) to approve the addition of AG 245 to the credit curriculum, effective 2015-2016, as presented. The motion carried.*

Daniel explained that this new course is designed for the Agriculture Plant Science ADT which combines content from AG 240 and AG 250 to meet the C-ID descriptor requirements for this course as indicated on the ADT.

## **B. Distance Education Courses – Addendum Documentation**

### **a. NURS 100 – Medication Mathematics (1)**

*M/S/C (Carreon/Blek) 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 carried.*

## **C. Degrees and Certificates**

### **1. Deleted Degrees and Certificate Programs**

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

*M/S/C (Blek/Hegarty) to approve the deletion of the Business Financial Services Degree and Certificate Program, effective 2015-2016, as presented. The motion carried.*

#### **b. Business Marketing Degree and Certificate Program**

*M/S/C (Blek/Hegarty) to approve the deletion of the Business Marketing Degree and Certificate Program, effective 2015-2016, as presented. The motion carried.*

#### **c. Court Services Specialist Certificate Program**

*M/S/C (Blek/Leon) to approve the deletion of the Court Services Specialist Certificate Program, effective 2015-2016, as presented. The motion carried.*

### **2. Inactivated Degree and Certificate**

#### **a. Legal Assistant Degree and Certificate**

*M/S/C (Blek/Leon) to approve the inactivation of the Legal Assistant Degree and Certificate Program, effective 2015-2016, as presented. The motion carried.*

### **3. Revised Degree and Certificate**

#### **a. Electrical Trades Degree and Certificate**

*M/S/C (Carreon/Blek) 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 carried.*

## **III. Discussion Items**

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

Dixie Krimm relayed the concern from Nicholas Akinkuoye to determine a clear point of verification of SLO inclusion on the course syllabus.

Daniel Gilison mentioned that the syllabus template includes a location for the SLOs.

Some department secretaries that receive syllabi notify faculty if not complete but they mainly verify that syllabi have been submitted. The committee determined that deans are ultimately responsible for verification of SLOs on syllabi.

#### **IV. Information Items**

##### **1. C-ID March Newsletter – (Dixie)**

Dixie will be providing the C-ID newsletters which will be attached to the minutes for reference. Veronica Soto reminded committee members that they could go to the website at [www.c-id-net](http://www.c-id-net) to review course descriptors within their discipline and also encouraged them to sign up to be involved as a faculty discipline review group.

#### **V. Other Items**

Norma Nunez – on Saturday, May 9<sup>th</sup>, new prospective students will be on campus and she is inviting Chairs and/or Deans, from 8:00-12:00 to highlight their programs. This is similar to an open house for students and would be an opportunity for academic programs to recruit for their programs. The event will be located in the 2700 building inside and out. Refreshments will be provided. It will be informal event. There will be drawings. Campus clubs are participating. Tours will be provided. This is for new entering students. Norma will send the information out to the committee. Expecting 500 students and their parents.

Sydney Rice has developed 7 new courses in ESL noncredit. Once approved some of the credit courses will be removed. These courses were developed from examples provided by Los Angeles School District, the information from the class design is attached to the CurricUNET proposals. As part of AB 86, if someone in the county wants services and nobody else wants to provide the services IVC will be the provider. These courses provide for a substantial increase in hours and align with what the high schools are doing. Noncredit ESL courses do not supplant credit courses. Efrain Silva will meet with Sydney and James Patterson to provide more details.

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

#### **VII. The meeting adjourned at 3:35 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.

## 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.

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### 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](mailto:krystinne@asccc.org) if you have CCC/CSU faculty recommendations, or are interested in serving!**