



**IMPERIAL VALLEY COLLEGE  
CURRICULUM COMMITTEE AGENDA  
Regular Meeting, Thursday, September 15, 2016  
12:50 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 September 1, 2016**

*M/S (\_\_\_\_\_/\_\_\_\_\_) to approve the minutes of the September 1, 2016, regular meeting of the Curriculum Committee, as presented.*

**II. Action Items**

**None.**

**III. Discussion Items**

- 1. Program Pathways**
- 2. Course Review**

**IV. Information Items**

**V. Other Items**

**VI. Next Regular Meeting: October 6, 2016, 12:50pm in the Board Room**

**VII. Adjournment**



**IMPERIAL VALLEY COLLEGE**  
**CURRICULUM COMMITTEE MINUTES (Unadopted)**  
 Regular Meeting, Thursday, September 1, 2016  
 12:50 p.m. –Board Room

<b>Present:</b>	<input type="checkbox"/> Nicholas Akinkuoye	<input checked="" type="checkbox"/> Craig Blek	<input type="checkbox"/> Tina Aguirre	<input checked="" type="checkbox"/> Andrew Robinson
	<input checked="" type="checkbox"/> Michael Heumann	<input checked="" type="checkbox"/> Xochitl Tirado	<input checked="" type="checkbox"/> Daniel Gilison	<input checked="" type="checkbox"/> Carol Hegarty
	<input checked="" type="checkbox"/> Allyn Leon	<input checked="" type="checkbox"/> Jose Velasquez	<input checked="" type="checkbox"/> Norma Nava	<input checked="" type="checkbox"/> Trinidad Argüelles
	<input checked="" type="checkbox"/> Andres Martinez	<input 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 Jessica Cardenas	
<b>Consultants:</b>	<input type="checkbox"/> Efrain Silva	<input type="checkbox"/> Becky Green	<input type="checkbox"/> Gloria Hoisington	<input checked="" type="checkbox"/> David Drury
	<input checked="" type="checkbox"/> David Zielinski	<input checked="" type="checkbox"/> Norma Nunez	<input type="checkbox"/> Kevin Howell	<input checked="" type="checkbox"/> Jill Kitzmiller
<b>Ex-officio</b>				
<b>Visitors:</b>				
<b>Recorder:</b>	Dixie Krimm			

**I. Opening of the Meeting**

**A. Call to order**

Craig Blek called the regular meeting of the Imperial Valley College Curriculum Committee to order at 12:50 pm on Thursday, September 1, 2016.

**B. Approval of the Minutes**

**1. Regular Meeting of June 2, 2016**

*M/S/C (Gilison/Leon) to approve the minutes of the June 2, 2016, regular meeting of the Curriculum Committee, as presented.*

**II. Action Items**

**A. Credit Courses**

**1. Revised Courses**

**a. CHEM 100 – Introduction to Chemistry (4)**

*M/S (Gilison/Leon) to approve the revision to content for CHEM 100, effective 2016-2017. The motion carried.*

**b. CHEM 204 – Organic Chemistry I (5)**

*M/S (Gilison/Leon) to approve the revision to the prerequisite for CHEM 204, effective 2017-2018. The motion carried.*

**c. HE 102 – Health Education (3)**

**d. PE 100 – Lifetime Exercise Science (2)**

**e. PHSC 110 – Physical Science (3)**

*M/S (Gilison/Leon) to approve the addition of large quota designation for HE 102, PE 100, and PHSC 110, effective 2016-2017. The motion carried.*

**f. MATH 119 – Elementary Statistics (4)**

*M/S (Leon/Gilison) to approve the textbook update for MATH 119, effective 2017-2018.  
The motion carried.*

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

**a. CHEM 200 – Organic Chemistry I (5)**

*M/S (Gilison/Leon) to approve the Distance Education Addendum (Hybrid) for CHEM 200, effective 2017-2018, to provide greater access and allow the inclusion of all modalities of learning, as presented. The motion carried.*

**III. Discussion Items**

**1. 15-16 Committee Self-Evaluation Form**

Craig discussed the self-evaluation form and asked the committee for input on goals for the coming year. Members asked about the lack of obstacles; Craig asked for input but members could not identify any major obstacles or problems at this time. An additional goal discussed was development of Area of Emphasis ADTs specifically referencing Global Studies for Transfer. Members were shown the C-ID website ([www.c-id.net](http://www.c-id.net)) where they could find more information on ADTs.

Members asked how they could assist with the handbook development. Dixie explained that as soon as the Program and Course Approval Handbook (PCAH) was published the draft would be developed and sent out to them for additional input. The primary inclusion in a local handbook are elements of the PCAH, also included would be local policies and procedures and resource links.

**2. Program Pathways**

Craig asked committee members to review the program pathways for their departments, documents were distributed for use to make corrections. Corrected documents should be submitted to Craig Blek or Dixie Krimm as soon as possible. Committee members were shown where the documents are posted for use by counselors and students. Departments should determine if the scheduling is appropriate based on how the program pathway is designed.

Daniel asked if declared major information could be provided. Committee members agreed that this information would be helpful for departments when working on program review.

ASG Representative, Jessica Cardenas, asked about the honors program. Michael Heumann explained that the program has been suspended. There are some issues that need to be addressed regarding faculty and the need for a coordinator to make it more valuable for students. Not sure when it will be reinstated.

**IV. Information Items**

**1. Curriculum Institute Report – Dixie Krimm, Kevin White, Veronica Soto, Michael Heumann**

Dixie – reviewed notes (attached).

Michael – Presented and facilitated workshops throughout the institute.

Veronica – Emphasis on ADTs including areas of emphasis (Global Studies)

Kevin – Attended workshops on placing courses in disciplines; diversity; OER – pilot to be tried where an entire major can be completed with free texts; OEI.

## V. Other Items

Jill Kitzmiller introduced herself and Kevin Howell as the new SLO co-coordinators.

- Faculty are submitting information
- Has talked with other colleges and IEPI visitors to discuss reducing the number of SLOs. The idea is to go broader to help with better tracking.
- Ties into discussion with regard to accreditation
- Will be coming to department to work on broader SLOs, to make conversation more meaningful.
- Discuss relation between departments – for example ENGL to HIST
- Sydney discussed curriculum mapping and offered to assist anyone interested in seeing how it has been done in ESL.

## VI. Next Regular Meeting: September 15, 2016, 12:50pm in the Board Room

## VII. The meeting adjourned at 1:52 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.