IMPERIAL VALLEY COLLEGE CURRICULUM COMMITTEE ADOPTED MINUTES REGULAR MEETING THURSDAY FEBRUARY 17, 2011 3:00 p.m. – Board Room

Present:	Tina Aguirre Michael Heumann Norma Nava Bruce Seivertson	Krista Byrd Kseniya Kareva Norma Nunez Cathy Zazueta	Daniel Gilison Carol Lee James Patterson David Zielinski	Carol Hegarty Eric Lehtonen Val Rodgers
Consultants:	Gloria Carmona Jan Magno	Ted Cesar Efrain Silva	Alfredo Cuellar Lianna Zhao	Victor Jaime
Absent:	Kathy Berry Joe Trejo	David Drury	Jose Lopez	Jose Ruiz
Visitors:	Trinidad Argüelles			
Recorder:	Dixie Krimm			

I. Opening of the Meeting

A. Call to order

James Patterson called the regular meeting of the Imperial Valley College Curriculum Committee to order at 3:05 p.m. on Thursday, February 17, 2011.

B. Approval of the Minutes

1. Regular Meeting of December 2, 2010

M/S/C Seivertson/Heumann to approve the minutes of the December 2, 2010 regular meeting of the Curriculum Committee, as presented. The motion carried.

C. Student Learning Outcomes

Lead in statement has been included in SLO section of CurricUNET. Dixie is working with the programmers on a report to show SLO content from CurricUNET. Toni and Dixie will be working on writing a procedure to assist faculty with including SLO's in CurricUNET. Another challenge is that not all faculty are trained with the use of CurricUNET. By the end of the semester faculty are being asked to put in their assignments and SLO's into their course outlines of record.

II. Action Items

A. Skill Award

M/S/C Lee/Nunez to approve the addition of a "Skill Award" to the official college transcript via the Banner system for courses or program course of study comprised of less than18 units where students have developed specific skills or prepared for an entry-level position in a specific field, effective July 1, 2011. The motion carried.

Discussion:

- Carol Lee may need second motion. 1st motion was to designate an Award category for the transcripts but we also need a secondary motion to determine the title of the certificate, Award, or Specialization.
- Gloria in Banner it is Award. The name to print out would be a Skill Specialization. These are awards that have not been approved by the Chancellor's office but students do have catalog rights to them.
- Discussion ensued regarding the appearance of the printed out title.

Secondary Motion:

M/S/C Lee/Nunez to approve the title that appears after the Degree, Certificate, or Award designation: to read "Skill Award", effective July 1, 2011. The motion carried.

- Clarification on the appearance of the designation ensued.
- Efrain Silva A new student who came in to take a specialization course would not be able to earn a Skill Award.
- Carol Lee we would be able to reinstate low unit specializations as Skill Awards. They would need to be brought back through the committee for approval.

III. Discussion Items

A. SB 1440 and Institutional Requirements under General Education

- James Patterson under the new Transfer Model Curriculum we will not be allowed to impose additional local requirements. Would like to discuss what is coming and what will be done.
- Carol Lee 12 units of institutional requirements along with Math and Reading competency are currently required. Graduation requirements were originally written were in hopes of students moving on to CSU's. We can retain our degrees and hold students to the current requirements but will need to make adjustments to accommodate the new TMC's.
- James Patterson we have requirements that will not fit with the new Transfer Model Curriculum pattern.
- Eric Lehtonen when TMC's are developed we should remove our current program.
- Carol Lee reminder that these programs only allow transfers to our local feeders.
- James Patterson we are looking at Psychology, Sociology, and Communication Studies majors that do not require PE activity or Health Education in the same catalog with Math, English and History degree's that do have these requirements.
- Eric Lehtonen what will happen when requirements are removed?
- James Patterson this is a good opportunity for assessment.
- Discussion ensued regarding the effects of no longer requiring certain courses.
- James Patterson we will need to look at a motion at some point for the agenda: one option would be to remove the institutional requirements across the board, the other option would be to take some of the requirements and moving them to other areas.
- Michael Heumann will bring up the reading requirement issue at his next department meeting.
- James Patterson will work with Carol Lee and Norma Nunez to draft motions for the next meeting.

B. Dropping Students for lack of attendance – compliance issue

- Jan Magno there are differences between the schedule and the catalog regarding dropping students. Would like to know what kind of drop policy we want to make to provide consistency with the schedule and catalog. Law says that after the end of the add/drop period, if the students have excessive absences the instructor can drop the student from the class. Instructors dropping students as a means of punishment is not acceptable.
- Discussion regarding acceptable policy ensued.
- Jan Magno main concern is to determine if the Curriculum Committee is the appropriate committee to clarify a policy. Does not want different policies for different areas.
- Discussion regarding roll taking and rosters ensued.
- Committee recommended taking the issue to Instructional Council then to Academic Senate.

C. Prerequisites, Co-requisites, and recommended preparation

- Norma Nunez State is working on prerequisites and recommended preparation revisions. We need to show if recommended preparation is appropriate by validation.
- Discussion look at recommended preparation to ensure that it is necessary then make it a prerequisite.
- Carol Lee looking for validation to make sure prerequisites are necessary.
- Discussion ensued regarding registration issues as they pertain to prerequisites.

IV. Information Items

A. Deadline to submit items in CurricUNET: March 16, 2011. (For April 7, 2011 approval and inclusion in the 11-12 catalog copy)

V. Other Items

- Bruce Seivertson inquired about wait lists.
- Michael Heumann stated that it was slated for implementation for Fall2011.
- Discussion process and procedures of wait list implementation

VI. Next Regular Meeting: THURSDAY, MARCH 3, 2011, 3:05 P.M.

VII. The meeting adjourned at 4:15 p.m.