IMPERIAL VALLEY COLLEGE CURRICULUM COMMITTEE ADOPTED MINUTES REGULAR MEETING THURSDAY OCTOBER 7, 2010 3:00 p.m. – Board Room

Present:Krista ByrdDaniel GilisonCarol HegartyMichael Heumann

Kseniya Kareva Carol Lee Eric Lehtonen Jose Lopez
Norma Nava Norma Nunez Val Rodgers Jose Ruiz
Bruce Seivertson Joe Trejo Cathy Zazueta David Zielinski

Consultants: Gloria Carmona Alfredo Cuellar Toni Pfister Frank Rapp

Efrain Silva Lianna Zhao

Absent: Tina Aguirre Kathy Berry David Drury James Patterson

Visitors: Trinidad Argüelles Jan Magno Grace Espinoza Kevin White

Sandi Noel Linda Amidon

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 3:02p.m. on Thursday, October 7, 2010. Carol opened the meeting with a reading of the College's mission statement.

B. Approval of the Minutes

1. Regular Meeting of August 26, 2010

M/S/C Lehtonen/Heumann to approve the minutes of the August 26, 2010 regular meeting of the Curriculum Committee, as presented. The motion carried.

C. Student Learning Outcomes

Toni opened discussion regarding the inclusion of SLO's on Course Outlines of Record. Per her discussion with Kathy Berry the recommendation was to include SLO's on the outlines of brand new courses. Carol stated that this could be written as an action item for the next meeting. Val Rodgers commented that the SLO's could be included as an attachment to the course. Toni stated that not all departments were ready to include the SLO's. Members questioned the requirement and Carol explained that it would be required in the future. Michael Heumann suggested that whatever decision was made it should be uniform for all courses, either all included in COR or all as attachments. Val asked if the addition of the SLO's would need to be approved by the committee and it was agreed that the committee would not need to vote on SLO changes. A meeting including Toni Pfister, Kathy Berry, Carol Lee, and Dixie Krimm will be arranged to develop a strategy and bring it to the next meeting.

Toni stated that the committee should recommend to those developing SLO's to use a statement such as "student will be able to" as a lead for the section on the course outline.

II. Action Items

A. Curriculum Committee Membership Addition

M/S/C Seivertson/Rodgers to approve the revision to the Curriculum Committee membership composition to add the Dean of Enrollment Services as a consultant to the committee, effective 2010 – 2011. The motion carried.

B. New Rubric – Dental Assistant (DA)

M/S/C Seivertson/Lehtonen to approve the addition of the course rubric Dental Assistant (DA), for the development of a new program, effective 2011 - 2012. The motion carried.

C. Deleted Courses

FREN 198 – Directed Study in French (1.0-3.0)

M/s/c Ruiz/Seivertson to approve the deletion of FREN 198, effective 2010-2011, as presented. The motion carried.

D. Revised Courses

- a. CDEV 120 Language and Literature for Young Children
- b. CDEV 121 Art for Young Children
- c. CDEV 122 Science and Math for Young Children
- d. CDEV 124 Creative Cooking for Children
- e. CDEV 125 Multilingual and Multicultural Curriculum for Young Children

M/S/C Seivertson/Zazueta to approve the deletion of the Prerequisite, CDEV 105, from CDEV 120, 121, 122, 124 and 125, effective 2010 – 2011, as presented. The motion carried.

f. CIS 101 – Introduction to Information Systems

M/S/C Rodgers/Heumann to approve the revision of the textbook for CIS 101, effective 2010 - 2011, as presented. The motion carried.

- g. FREN 201 Intermediate French I
- h. FREN 211 Intermediate French II

M/S/C Ruiz/Lehtonen to approve the revision of the course description, objectives, core content and textbooks for FREN 201 and 211, to obtain UC transferability, effective 2010 - 2011, as presented. The motion carried.

E. New Courses

- a. CIS 160 CISCO IT Essentials: Hardware and Software
- b. FREN 180 Directed Study in French
- c. FREN 182 Field Experience in France
- d. SPCH 130 Small Group Communication

Carol Lee stated that SPCH 130 would be "pulled" from the agenda. Jose Ruiz asked why this course would not be approved at this time. Carol Lee questioned the need for the course and said there were problems with the design of the course. Jose Ruiz stated that this course was on a previous meeting agenda and was pulled because members felt the original title and reference to critical thinking was not

appropriate for this course. It was submitted at this time after revising the course title and content. He explained that it was intended to be offered in Fall 2010, so was hoping to be able to offer it for the Spring 2011 semester. Carol Lee mentioned that item #2 in the justification section of CurricUNET was missing information. The information was not included because the original document was submitted on paper forms and that question was not applicable at that time. Committee members discussed need to offer the course during the Spring 2011 semester. They also questioned the comment of a certificate being developed and requested more information about the design of the certificate. Members agreed that the course could be resubmitted for Fall 2011 with revision.

M/S/C Lehtonen/Seivertson to remove the new course proposal for SPCH 130 from the agenda. The motion carried (with one opposed, J. Ruiz).

Joe Trejo requested information about the FREN 182 course. Jose Ruiz explained that the FREN 182 course was a trip to France, with the instructor as a guide to various aspects as detailed in the course outline.

M/S/C Seivertson/Lehtonen to approve the addition of CIS 160, FREN 180, and FREN 182 to the credit curriculum, effective 2010-2011, as presented. The motion carried.

F. Approval of 2010 – 2011 Meeting Calendar

Due to Kathy Berry's absence this item will be tabled to be brought forward to the next meeting. Carol explained that there are generally a large amount of items that need to be covered by the committee so she recommended that the committee continue to meet twice per month with the technical review committee meeting on a separate day. The technical review committee has yet to be established. Carol provided a handout as a sample of the approval process. She will look for Kathy's input and this item will be discussed at the next meeting.

THIS ITEM WAS TABLED

III. Discussion Items

A. Course out-of-class reading and writing assignments.

This will be included as a motion at the next meeting.

B. IGETC-CERT and UNIVSTUD-AA revision options.

The committee agreed to allow this to be handled in-house with input from Kathy Berry.

C. SB 1440 - Transfer Reform Legislation Becomes Law

The committee discussed issues and concerns regarding the Transfer Reform Legislation. Carol Lee explained that this new legislation would affect current GE packages as students could only be held to 60 units to transfer. It gives priority admission to students who follow the new pattern to CSU's. Michael Heumann asked where this direction was coming from. Carol explained that is was designed to streamline transfers. Community College's would be reviewing and working with the CSU to develop criteria. Krista Byrd asked if faculty would be included in the decisions regarding the requirements for program revision. Carol explained that it was going to be up to the CSU's. Krista expressed the need to keep students informed especially if courses that they would be taking would no longer be required. Carol stated that this item will be discussed at future meetings.

D. Website Content Review/Comments.

The Curriculum Committee website was reviewed. Val Rodgers stated that she would bring suggestions to the next meeting.

IV. Information Items

A. Review list of data elements for which changes will require a new CB00 Course Control number.

Carol Lee reminded the committee that only 30 units of Basic Skills courses were allowed. Caution should be used when creating and revising basic skills courses.

B. Review Discipline List Revisions Memo

The deadline for revisions has passed therefore the memo is intended as information. Kseniya asked for clarification on minimum qualifications. Krista explained that equivalency could be sought if someone did not have the right degree.

- C. Course Caps: All course caps below 25 will increase to 25 unless otherwise required due to safety or government regulations, as per Tentative Agreement between District and CTA.
- D. Per State recommendation, the titles for the following specialization certificates will include reference to the major. (Efrain Silva)
 - 1. Wastewater Treatment Specialization Certificate

 Water Treatment Systems Technology: Wastewater Treatment Specialization Certificate
 - 2. Electrical Wiring Specialization Certificate Electrical Technology: Electrical Wiring Specialization Certificate
 - 3. Electronics Specialization Certificate Electrical Technology: Electronics Specialization Certificate
 - 4. Solar Energy Specialization Certificate Electrical Technology: Solar Energy Specialization Certificate

V. Other Items

Carol Lee discussed the CLEP (College-Level Examination Program) and the International Baccalaureate. She suggested that the CLEP be pursued by the college.

Carol reminded the committee that prerequisites need to be reviewed every two years and that recommended preparation should also be reviewed and analyzed by departments for viability.

Gloria requested that the issue regarding the skill certificates be revisited at the next meeting.

- VI. Next Regular Meeting: THURSDAY, OCTOBER 21, 2010, 3:00 P.M. Materials Due: WEDNESDAY, OCTOBER 13, 2010, 5:00 P.M.
- VII. The meeting adjourned at 4:25 p.m.