

**IMPERIAL VALLEY COLLEGE  
CURRICULUM COMMITTEE  
ADOPTED MINUTES  
REGULAR MEETING  
THURSDAY NOVEMBER 4, 2010  
3:00 p.m. – Board Room**

<b>Present:</b>	Tina Aguirre Michael Heumann Norma Nunez David Zielinski	Kathy Berry Carol Lee Jose Ruiz	Daniel Gilison Eric Lehtonen Bruce Seivertson	Carol Hegarty Norma Nava Cathy Zazueta
<b>Consultants:</b>	Gloria Carmona Toni Pfister	Victor Jaime Taylor Ruhl	Jane Magno Efrain Silva	Brian McNeece
<b>Absent:</b>	Krista Byrd James Patterson	David Drury Val Rodgers	Kseniya Kareva Joe Trejo	Jose Lopez
<b>Visitors:</b>				
<b>Recorder:</b>	Dixie Krimm			

**I. Opening of the Meeting**

**A. Call to order**

Kathy Berry called the regular meeting of the Imperial Valley College Curriculum Committee to order at 3:05 p.m. on Thursday, November 4, 2010.

**B. Approval of the Minutes**

**1. Regular Meeting of October 21, 2010**

*M/S/C Seivertson/Heumann to approve the minutes of the October 21, 2010 regular meeting of the Curriculum Committee, as presented. The motion carried.*

**C. Student Learning Outcomes**

Toni asked when and where SLO's would be included on course outlines of record. She wanted to provide direction to the SLO committee for their input. The documents are currently kept by Toni and copies are kept in the instruction office and with the division/department secretaries. Michael suggested that they should be kept in one repository. CurricUNET is a good place to store SLO documentation. It was suggested that new courses have the SLO embedded on the COR and revisions to have it attached. Two motions will be developed and Toni will confer with the SLO committee to recommend the best way to include the SLO documentation.

**II. Action Items**

**A. Credit Courses**

**1. Deleted Courses from Chancellor's Office Inventory**

- a. **605 Inactive and Duplicate Courses reflected on the attachment which is made a part of this agenda.**

*M /S/C Seivertson/Zazueta to approve the removal of inactive and duplicate courses from the Chancellor's Office Inventory, effective 2010-2011, as presented. The motion carried.*

**2. Revised Courses for Chancellor's Office Inventory**

- a. **87 Revisions to Courses reflected on the attachment which is made a part of this agenda.**

*M /S/C Lee/Seivertson to approve the revision to courses reflected in the Chancellor's Office Inventory, effective 2010-2011, as presented. The motion carried.*

Kathy stated that the committee had until Friday, November 12<sup>th</sup> to let Dixie know if they had any questions or concerns with the lists.

**III. Discussion Items**

**A. SB 1440**

Discussion regarding impact of SB 1440 continued. As a committee we need to decide what plan (Plan A – wait for direction from others) or (Plan B – to accept model, be part of process) must go in catalog for next year. It was stated that SDSU does not want to participate. Location of next conference discussed. Carol is working with others on templates. This law is not to replace existing degrees but to give an option for students which would give them priority at four year institutions.

**B. DE Classes**

Kathy informed committee members that colleges must complete substantive change forms for programs which include more than 50% distance education courses. This issue could adversely affect students' financial aid. Kathy suggested that David Zielinski and Carol look at which programs may be need to have the substantive change form submitted.

**IV. Information Items**

**A. CCCCIO Conference Update**

Kathy reviewed the key item discussed at the conference regarding DE Classes as outlined above.

**V. Other Items**

None.

**VI. Next Regular Meeting: THURSDAY, NOVEMBER 18, 2010, 3:00 P.M.**

**VII. The meeting adjourned at 3:52 p.m.**