

**IMPERIAL VALLEY COLLEGE  
CURRICULUM COMMITTEE  
ADOPTED MINUTES  
REGULAR MEETING  
THURSDAY MARCH 3, 2011  
3:05 p.m. – Board Room**

<b>Present:</b>	Kathy Berry Carol Hegarty Eric Lehtonen	Krista Byrd Michael Heumann James Patterson	David Drury Kseniya Kareva Val Rodgers	Daniel Gilison Carol Lee Bruce Seivertson
<b>Consultants:</b>	Ted Cesar Toni Pfister	Alfredo Cuellar Frank Rapp	Victor Jaime Taylor Ruhl	Brian McNeece
<b>Absent:</b>	Tina Aguirre Jose Ruiz	Jose Lopez Joe Trejo	Norma Nava Cathy Zazueta	Norma Nunez David Zielinski
<b>Visitors:</b>	Trinidad Argüelles	Kevin White	Tyson Aye	
<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, March 3, 2011.

**B. Approval of the Minutes**

**1. Regular Meeting of February 17, 2011**

*M/S/C Lee/Seivertson to approve the minutes of the February 17, 2011 regular meeting of the Curriculum Committee, as presented. The motion carried.*

**C. Student Learning Outcomes – Toni Pfister**

Toni – a report has been designed that will generate a list of courses that contain the outcome identifications. Would like to make a motion regarding the way SLO's are included in the course outlines of record. She would like to amend the process to remove the requirement that the SLO document be included as an attachment. (This will be included as an action item at the next meeting)

**II. Action Items**

**A. Credit Courses**

**1. Deleted Courses**

- a. THEA 121 – Intermediate Acting (3)**
- b. THEA 180 – Rehearsal and Performance (1)**

*M/S/C Seivertson/ Patterson to approve the deletion of THEA 121 and THEA 180, effective 2011 – 2012, as presented. The motion carried.*

## 2. Revised Courses

- a. ENGL 101 – Composition and Rhetoric (3)
- b. ENGL 201 – Advanced Composition (3)
- c. ENGL 226 – Introduction to Mythology (3)
- d. HUM 226 – Introduction to Mythology (3)
- e. THEA 100 – Introduction to Theatre (3)
- f. THEA 120 – Fundamentals of Acting (3)

*M/S/C Heumann/Rodgers to approve the update to assignments, and textbooks, and additions of SLO's for ENGL 101, ENGL 201, ENGL 226, HUM 226, THEA 100, and THEA 120, effective 2011 - 2012, as presented. The motion carried.*

Discussion:

Daniel Gilison – no problem approving motion, but thought SLO's did not need approval.

Kathy Berry – to clarify, we are just approving the addition of them.

Bruce Seivertson – may need to clarify the motion to say addition.

Discussion continued to clarify how the motion to include SLO's should be written.

Kathy Berry - The above motion is revised to state update to assignments, and textbooks, and addition of SLO's. The motion carried.

## 3. New Courses

- a. DA 101 – Introduction to Dental Assisting (3)
- b. DA 102 – Beginning Radiology (3)
- c. DA 103 – Dental Materials for the Dental Assistant (3)
- d. DA 104 – Occupational Health for the Dental Assistant (1)
- e. DA 105 – Introduction to Chairside Dental Assisting (2)
- f. DA 106 – Dental Specialties (2)
- g. DA 107 – Advanced Dental Assisting (2)
- h. DA 108 – Practice Management for the Dental Assistant (3)
- i. DA 109 – Clinical Dental Experiences (3)
- j. DA 110 – Ethics and Jurisprudence (1)
- k. DA 111 – Dental Assisting Seminar (2)
- l. DA 112 – Dental Health Education (2)

*M/S/C Drury/Heumann to approve the addition of DA 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, and 112 to the credit curriculum, effective 2011 - 2012, as presented. 1 – Abstention. The motion carried.*

Discussion:

Carol Lee – where would instruction of this program take place?

Kathy Berry – this is going to be paid for by a grant and will be held in El Centro at a dental office that has been set up for the purposes of dental course instruction. There is a group of dentists who will instruct these courses.

## B. Majors and Certificates

### 1. Revised Majors and Certificates

- a. Automotive Technology Certificate

*M/S/C Lee/Lehtonen to approve the deletion of the statement “Student must satisfy the Imperial Valley College mathematics competency requirements for the certificate” from the Automotive Technology Certificate, effective 2011 - 2012, as presented. 1 – Opposed. The motion carried.*

## **2. New Majors and Certificates**

### **a. Dental Assistant (30 units required for the major and certificate)**

*M/S/C Seivertson/Drury to approve the addition of the Dental Assistant major and certificate to the credit programs, effective 2011 - 2012, as presented. The motion carried.*

Discussion:

Brian McNeece – asked what the term of the grant is.

Kathy Berry – approximately 2 years, then it would continue if funds were still available.

Jan Magno – would this be financial aid eligible?

Kathy Berry – clarification could be provided by Efrain Silva. This would need to be grant funded as the district cannot afford to fund this program.

Jan Magno – will prepare to provide financial aid eligibility for the program and can remove it if it is not approved.

### **C. SB 1440 and Institutional Requirements under General Education**

- David Drury – Requested point of clarification prior to motions. Questions – Why are we rushing to change our institutional requirements under GE?
- Krista Byrd – there is not rush but the conversation came up regarding the TMC and the need to move forward with process.
- David Drury – the students on the TMC are on a different track so we should not need to change our overall institutional requirements. Is concerned that this is not an indication of discussion as it is an action item at this meeting. Understands that changes need to be made but should not be rushed.
- James Patterson – set up a virtual dialogue but received little dialogue, therefore it was submitted as an action item.

Members agreed that as an option for motions, they can be tabled.

- David Drury – for the current degrees our institutional requirements are tailored to our community and to best serve our students. Just questioning the rush. Would motion to table these items at this time.
- Carol Lee – if we removed all of our institutional requirements this would impact all the Vocational Education majors on campus. Ex: no RN major would need the American Institutions requirements, those are the 12 units not mandated by Title 5.
- Kathy Berry – we need to have a very involved discussion about the requirements.
- Carol Lee – there may be confusion, IVC’s majors are good, 1440 has been implemented and students will need to complete the CSU GE certification or IGETC and you cannot hold them to any campus institutional requirements. This is for AA-T and AS-T majors. CSU’s do not require PE, the 3 units are transferable but they are elective units.
- James Patterson – regarding our “pink sheet”, are we going to need a new sheet for the TMC majors.
- Carol Lee – we are waiting for the information from the State. Students will need to complete the CSU GE or the IGETC.
- Suzanne Gretz – regarding the American History under American Institutions, if it is eliminated from Institutional requirements we now are going to have students who have received a degree that is not a transfer degree they would have to come back and take the classes in order to be eligible for transfer, and is it appropriate to have students who receive a degree does not have to take any classes in American History or the Politics of Government in this country. We would create two groups who have different requirements.
- Kathy Berry – suggested Academic Senate also discuss this issue.

**M/S/C Seivertson/Heumann** to table the following motions. *The motion carried.*

**M/S** to eliminate the Institutional Requirement for American Institutions, Section A., Political Science 102 AND One course selected from: History 120 OR History 121. **The motion was tabled.**

**M/S** to approve the addition of POLS 102, HIST 120 and HIST 121 to the Imperial Valley College General Education Section D. Social and Behavioral Sciences, as presented. **The motion was tabled.**

**M/S** to eliminate the Institutional Requirement for Health Education: Health Education 102 or Health Education 100 (Veterans Only), and to eliminate the Institutional Requirement for Physical Education: Physical Education 100 (2 Units) and One (1) Physical Education Activity Course (1 Unit). **The motion was tabled.**

**M/S** to establish a definition for IVC GE, Area E: Elective and identify courses appropriate for the definition. **The motion was tabled.**

**M/S** to entitle Area E: Lifelong Learning and Self-Development. **The motion was tabled.**

**M/S** to add the following courses as appropriate for Area E/Lifelong Learning and Self-Development: CDEV/PSY 104, HE 102, COUN 100, PE 100, PE Activity (Minimum 1.0), PSY 144, PSY 146, PSY 204, SOC 110. **The motion was tabled.**

#### **D. SLO and Assignment Documentation Deadlines**

**M/S/C Seivertson/Lehtonen** to approve the addition of Assignments to the course outlines of record for new and revised courses, effective March 3, 2011. *The motion carried.*

**M/S/C Rodgers/Drury** to approve the addition of SLO's and Assignments to all course outlines of record by December 31, 2011. *The motion carried.*

Kathy Berry mentioned that this is important for accreditation.

### **III. Discussion Items**

#### **A. Prerequisites Webinar**

- Bruce Seivertson – has started gathering information from his department.
- James Patterson – statement was made that even if a discipline is going with content review to establish prerequisites the establishment of need for the prerequisite still needs to be statistical.

#### **B. SAM Code (CB09)**

- Kathy Berry will be meeting with the Enrollment Management team. There is a problem with some of the SAM codes for some of our courses. Work with Dixie to correct discrepancies.

### **IV. Information Items**

**None**

### **V. Other Items**

**None**

### **VI. Next Regular Meeting: THURSDAY, MARCH 17, 2011, 3:05 P.M.**

### **VII. The meeting adjourned at 3:50 p.m.**