



**IMPERIAL VALLEY COLLEGE**  
**CURRICULUM COMMITTEE MINUTES (Adopted)**  
 Regular Meeting, Thursday, May 1, 2014  
 3:05 p.m. –Board Room

<b>Present:</b>	<input checked="" type="checkbox"/> Kathy Berry	<input checked="" type="checkbox"/> Craig Blek	<input checked="" type="checkbox"/> Susan Carreon	<input checked="" type="checkbox"/> Allyn Leon for Rick Castrapel
	<input checked="" type="checkbox"/> David Drury	<input checked="" type="checkbox"/> Daniel Gilison	<input checked="" type="checkbox"/> Carol Hegarty	<input checked="" type="checkbox"/> Michael Heumann
	<input checked="" type="checkbox"/> Jose Lopez	<input type="checkbox"/> Norma Nava	<input checked="" type="checkbox"/> Norma Nunez	<input type="checkbox"/> Ed Scheuerell
	<input checked="" type="checkbox"/> James Patterson	<input type="checkbox"/> Jose Ruiz	<input type="checkbox"/> Veronica Soto	<input checked="" type="checkbox"/> ASG Representative
	<input type="checkbox"/> Kevin White	<input type="checkbox"/> Cathy Zazueta	<input checked="" type="checkbox"/> Gaylla Finnell	Andrea Montano
<b>Consultants:</b>	<input checked="" type="checkbox"/> Tina Aguirre	<input type="checkbox"/> Gloria Carmona	<input checked="" type="checkbox"/> Ted Cesar	<input type="checkbox"/> Becky Green
	<input type="checkbox"/> Todd Finnell	<input type="checkbox"/> Frank Rapp	<input type="checkbox"/> Sydney Rice	<input type="checkbox"/> Brian McNeece
	<input type="checkbox"/> Efrain Silva			
<b>Visitors:</b>				
<b>Recorder:</b>	Dixie Krimm			

**I. Opening of the Meeting**

**A. Call to order**

Michael Heumann called the regular meeting of the Imperial Valley College Curriculum Committee to order at 3:06 pm on Thursday, May 1, 2014.

**B. Approval of the Minutes**

**1. Regular Meeting of April 17, 2014**

*M/S/C (Patterson/Drury) to approve the minutes of the April 17, 2014, regular meeting of the Curriculum Committee, as presented. The motion carried.*

**II. Action Items**

**A. Credit Courses**

**1. Revised Courses**

- a. **AG 110 – Environmental Science (3)**
- b. **ENVS 110 – Environmental Science (3)**
- c. **BIOL 090 – Human Anatomy and Physiology for Health Professionals (3)**

*M/S (Gilison/Blek) to approve the class size increase for AG 110, ENVS 110, and BIOL 090, effective 2014-2015, as presented. The motion carried.*

- d. **ART 122 – Drawing II (3)**
- e. **ART 220 – Drawing III (3)**

*M/S (Blek/Nunez) to approve the revision of description, objectives, content and texts for ART 122 and ART 220, effective 2014-2015, as presented. The motion carried.*

**B. Curriculum Policies and Procedures**

**1. AP 4020 Program, Curriculum and Course Development**

*M/S (Nunez/Blek) to approve the revision to Academic Procedures (AP) 4020, Program, Curriculum and Course Development to include the addition of procedures for establishing and modifying class size, effective as of this date of May 1, 2014, as presented. The motion carried.*

**III. Discussion Items**

**1. Degree and Certificate Program Review Form – Kathy Berry**

The form used by Efrain to evaluate CTE programs was modified to be used as a pilot during the summer to assist with program analysis for instructional programs. Kathy reviewed the sections of the form. Moving forward this review may be done by a group of people.

Michael Heumann asked who would do the ultimate recommendation. Kathy stated that most likely the area dean would make the recommendations that would then be approved by the curriculum committee. This would be a way to summarize what is detailed in program review and provide an overview for the committee to review.

Kathy – we'll try to pilot it during the summer and move forward with it next fall.

**IV. Information Items**

Kathy – the new vice president has been announced, Dr. Nick. He will be here on June 9<sup>th</sup> to work with Kathy and will begin on July 1<sup>st</sup>.

**V. Other Items**

**VI. Next Regular Meeting: SEPTEMBER 4, 2014, 3:05pm in the Board Room.**

**VII. The meeting adjourned at 3:25 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.