



**IMPERIAL VALLEY COLLEGE
CURRICULUM COMMITTEE AGENDA
Regular Meeting, Thursday, October 19, 2017
12:50 p.m. – Administration Building Board Room**

The mission of Imperial Valley College is to foster excellence in education that challenges students of every background to develop their intellect, character, and abilities; to assist students in achieving their educational and career goals; and to be responsive to the greater community.

I. Opening of the Meeting

A. Call to order

B. Approval of the Minutes

1. Regular Meeting of October 5, 2017

M/S (_____/_____) to approve the minutes of the October 5, 2017, regular meeting of the Curriculum Committee, as presented.

II. Action Items

A. Credit Courses

1. Deleted Courses

- a. FIRE 240 – Training Instructor 1A: Cognitive Lesson Delivery (1.5)**
- b. PE 143 – Advanced Basketball – Men (1.0)**
- c. PE 144 – Advanced Basketball – Women (1.0)**

M/S (_____/_____) to approve the deletion of FIRE 140, PE 143, and PE 144 from the credit curriculum, effective 2018-2019, as presented. The motion:

2. Revised Courses

- a. AHP 062 – Home Health Aide (1.5)**
- b. ENGL 270 – Introduction to Linguistics (3.0)**
- c. FIRE 108 – Fire & Emergency Services Safety and Survival (3.0)**
- d. FIRE 109 – Hazardous Materials for First Responders (2.0)**
- e. FIRE 121 – ICS-200 Basic Incident Command System (1.0)**
- f. FIRE 122 – Confined Space Awareness (0.5)**
- g. MA 070 – Administrative Medical Assistant I (4.5)**
- h. MA 072 – Administrative Medical Assistant II (4.5)**
- i. MA 074 – Clinical Externship I (2.0)**
- j. MA 080 – Specimen Collection & Lab Procedures (3.5)**
- k. MA 082 – Exam Room Procedures (3.5)**
- l. MA 084 – Pharmacology and Administration of Medications (2.0)**
- m. MA 086 – Clinical Externship II (2.0)**
- n. PE 121 – Beginning to Intermediate Swimming (1.0)**

M/S (_____/_____) to approve the updates as indicated in CurricUNET for items a. through n. above, effective 2018-2019, as presented. The motion:

- o. AJ 164 – Regular Basic Course Modular Format Level I (17.5)**

M/S (_____/_____) to approve the update to lec/lab hours for AJ 164, effective Spring 2018, as presented. The motion:

3. New Courses

a. HE 103 – Introduction to Public Health (3.0)

M/S (____/____) to approve the addition of HE 103 to the credit curriculum, effective 2018-2019, as presented. The motion:

B. Degrees and Certificates

1. Revised Degrees and Certificates

a. Business Administrative Assistant Degree and Certificate

M/S (____/____) to approve the revision of the Business Administrative Assistant Degree and Certificate, effective 2018-2019, as presented. The motion:

**To remove BUS 126 and add BUS 145 and BUS 169; unit value from 28 to 30 for the degree. To remove courses: BUS 126, BUS 210, BUS 260, and add courses: BUS 063, BUS 100, BUS 169; unit value from 28 to 26 for the certificate.*

2. New Associate Degree for Transfer

a. Public Health Science A.S.-T

M/S (____/____) to approve the addition of the Public Health Science A.S.-T, effective 2018-2019, as presented. The motion:

C. Catalog Degree and Certificate ADT Sheets

M/S (____/____) to approve removal of minimum and maximum language for the 60 units of CSU transferrable coursework for the ADT degree sheets effective 2018-2019.

III. Discussion Items

1. Class Size Differences - Craig

IV. Information Items

1. Fall Curriculum Regional Meeting – Craig

2. SLO Update – Kevin Howell

V. Other Items

VI. Next Regular Meeting: November 2, 2017, 12:50pm in the Board Room

VII. Adjournment



IMPERIAL VALLEY COLLEGE
CURRICULUM COMMITTEE MINUTES (Unadopted)
 Regular Meeting, Thursday, October 5, 2017
 12:50 p.m. –Board Room

Present:	<input checked="" type="checkbox"/> Nicholas Akinkuoye	<input checked="" type="checkbox"/> Craig Blek	<input type="checkbox"/> Tina Aguirre	<input checked="" type="checkbox"/> Andrew Robinson
	<input type="checkbox"/> Michael Heumann	<input checked="" type="checkbox"/> Xochitl Tirado	<input checked="" type="checkbox"/> Daniel Gilison	<input checked="" type="checkbox"/> Carol Hegarty
	<input checked="" type="checkbox"/> Allyn Leon	<input type="checkbox"/> Jose Velasquez	<input type="checkbox"/> Norma Nava	<input type="checkbox"/> Trinidad Argüelles
	<input checked="" type="checkbox"/> Andres Martinez	<input checked="" type="checkbox"/> Jose Ruiz	<input checked="" type="checkbox"/> Sydney Rice	<input checked="" type="checkbox"/> Kristen Gomez
	<input checked="" type="checkbox"/> Kevin White	<input type="checkbox"/> Cathy Zazueta	<input checked="" type="checkbox"/> ASG Representative Aaron Equihun	
Consultants:	<input type="checkbox"/> Efrain Silva	<input type="checkbox"/> Becky Green	<input type="checkbox"/> Vikki Carr	<input checked="" type="checkbox"/> David Drury
	<input checked="" type="checkbox"/> David Zielinski	<input type="checkbox"/> Norma Nunez	<input type="checkbox"/> Kevin Howell	<input type="checkbox"/> Lennor Johnson
Ex-officio				
Visitors:	Lisa Seals			
Recorder:	Dixie Krimm			

I. Opening of the Meeting

A. Call to order

Craig Blek called the regular meeting of the Imperial Valley College Curriculum Committee to order at 12: 55 pm on Thursday, October 5, 2017.

B. Approval of the Minutes

1. Regular Meeting of September 21, 2017

M/S/C (Leon/Gilison) to approve the minutes of the September 21, 2017, regular meeting of the Curriculum Committee, as presented.

II. Action Items

A. Credit Courses

1. Revised Courses

- a. AHP 060 – Health Assistant (5.5)
- b. DSPS 018 – Educational Assessment and Evaluation (0.5)
- c. ENGL 220 – Survey of American Literature I (3.0)
- d. ENGL 221 – Survey of American Literature II (3.0)
- e. ENGL 222 – Survey of World Literature I (3.0)
- f. ENGL 223 – Survey of World Literature II (3.0)
- g. ENGL 224 – Survey of British Literature I (3.0)
- h. ENGL 225 – Survey of British Literature II (3.0)
- i. ENGL 226 – Introduction to Mythology (3.0)
- j. ENGL 250 – Creative Writing (3.0)
- k. HUM 226 – Introduction to Mythology (3.0)
- l. NURS 100 – Medication Mathematics (1.0)

M/S (Akinkuoye/Leon) to approve the removal of recommended preparation and/or update textbooks for items a. through l., effective 2018-2019, as presented. The motion carried.

B. Degrees and Certificates

1. Revised Degrees

a. Emergency Medical Services Degree

M/S (Leon/Ruiz) to approve the revision of the Emergency Medical Services Degree, effective 2018-2019, as presented. The motion carried.

** To update the prerequisite to the program to include BIOL 090.*

C. Course Review – Recommended Preparation

M/S (Leon/Hegarty) to approve the deadline of December 7, 2017 for completion of recommended preparation review. Those courses in which departments have not indicated necessity of the recommended preparation will have the recommended preparation removed effective 2018-2019. The motion carried.

III. Discussion Items

1. ADT – Min/Max CSU transferable units - Craig

Members reviewed that language regarding the number of CSU transferrable units required for ADTs. The front of the ADT sheets indicates the minimum requirement of 60 and the back side indicates the maximum requirement of 60, to avoid confusion the recommendation for vote at the next meeting will be to remove the minimum and maximum language and just state that 60 CSU transferrable units are required.

IV. Information Items

1. Guided Pathways – Allyn Leon

- Several faculty members attended an IEPI workshop in Irvine regarding guided pathways. A steering committee has been formed to assist with the next steps in developing pathways.
- Dr. Nick reminded members that he sent a message about the upcoming focus forum and encouraged attendance.
- Guided pathways should help increase the retention of students.
- Members discussed

2. Financial Aid (Curriculum Impacts) – Lisa Seals

Lisa discussed changes that may occur with the update to Banner that may affect the way courses count towards financial aid. Members should be aware of the impact of their course and program revisions with regard to financial aid.

3. Fall Curriculum Regional Meeting - Craig

The fall regional curriculum meeting will be held at Long Beach City College on November 13th. Members that would like to attend should contact Craig.

V. Other Items

- Craig requested that departments review their face-to-face vs. online class sizes; data is being collected to see what is going on around the state.
- Sydney Rice reviewed information for two new course proposals that she has developed for ESL.

VI. Next Regular Meeting: October 19, 2017, 12:50pm in the Board Room

VII. The meeting adjourned at 1:40 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.

