



Instructional Policies/Curriculum Committee

Official Minutes of April 8, 2014

Present: D. Pucay, L. Meyer, S. Hager, S. Abel, R. Gutierrez, K. Pullen, L. Garcia, S. Sukuta

Absent: T. Oberg, D. Graham

Guests: J. Smay, A. Adamczeski

I. Call to Order The meeting was called to order by Dorothy Pucay, at 1:45 p.m., in the Library Videoconference Room, #L307.

II. Adoption of Agenda

Dorothy Pucay moved for approval of the agenda with correction; Sydney Sukuta seconded the motion.

Action: Motion carried: 5-0-0

The motion to approve the agenda as corrected was unanimously approved. Corrected Item VII: replace GEOL 012 with "GEOG 012"

III. Approval of Minutes

A. Sean Abel moved to approve the minutes of March 25, 2014; Karen Pullen seconded the motion.

Action: Motion carried: 5-0-0

The minutes of March 25, 2014 were unanimously approved.

IV. Curriculum/Articulation

A. Program Viability Review (PVR) Procedure—Linda Meyer continued discussion with members on the PVR Policy (part of the comprehensive PVR Procedure). After carefully considering what would most appropriately define a SJCC "program" under this policy, committee consensus was to recommend insertion of the supplemental language "An instructional program may also include programs in which selected knowledge or skills may be acquired." This language will be added to the policy under the Title 5 section 44000(g) language which defines a program as "...an organized sequence of courses leading to a defined objective, a degree, a certificate, a diploma, a license, or transfer to another institution of higher education." Continued dialogue resulted in numerous edits for consistency and clarity.

The PVR Procedure, which will now include the final draft of the PVR policy, will be reviewed in its entirety at the next meeting. Linda will send the latest draft in advance of the meeting in hopes of formalizing a comprehensive draft for recommendation to Academic Senate in time for their action this semester.

V. New Discussion/Action Items

A. Consent Agenda

Sean Abel moved for approval of the Consent Agenda; Sydney Sukuta seconded the motion.

Action: Motion carried: 5-0-0

The consent agenda was unanimously approved.

B. SJCC New Course Proposals (*requires Board approval*)

New GEOG 012: World Regional Geography – 3.0 Units

Course: Sean Abel represented the new course proposal, GEOG 012. Karen Pullen moved to approve with minor revision; Sydney Sukuta seconded the motion.

Action: Motion carried: 5-0-0

GEOG 012 was unanimously approved with the following revision:

- **Item 6: sentence one-replace “culture” with “cultural” to read, “...introduced to the world’s cultural regions and nations...”**
- **Item 9a: 4-replace “between” with “among” to read, “...analyze the relationships among cultures and...”**

New GEOL 015: Earth Science – 3.0 Units

Course: Jessica Smay presented the new course proposals GEOL 015, GEOL 015L and the GEOL 015 distance education supplement. Dorothy Pucay moved to approve GEOL 015 as amended; Sydney Sukuta seconded the motion

Action: Motion carried: 5-0-0

The committee unanimously approved GEOL 015 as amended:

- **Item 6: delete word “will” to read “Students survey the major fields...”**
- **Item 9a: 1-insert colon “:” after “related to”; delete “how” and replace “shape Earth” with “shaping the Earth”; and replace “how they change” with “changes” to read, “...writing and diagrams related to: plate tectonics...and rocks, processes shaping the earth, and changes over geologic time”**

New GEOL 015L: Earth Science Laboratory – 3.0 Units

Course: Dorothy Pucay moved to approve the GEOL 015L new course proposal and the GEOL 015 distance education supplement by one action; Sydney Sukuta seconded the motion.

Action: Motion carried: 5-0-0

The committee unanimously approved GEOL 015L and the GEOL 015 online addendum as reviewed separately and by one action.

GEOL 015 Distance Education Supplement

- **Item SLOs: replace SLO 1 as revised in parent course above**

Dorothy Pucay moved to approve the corequisite course for GEOL 015L as submitted; Karen Pullen seconded the motion.

Motion carried: 5-0-0

C. SJCC Course Revision Proposals

Course GEOLO 010: Physical Geology – 3.0 Units

Revision: GEOL 010L: Physical Geology Laboratory – 3.0 Units

GEOL 010: Physical Geology, Distance Education Supplement

Jessica Smay presented the course updates for GEOL 010, GEOL 010L, and the GEOL 010 distance education supplement. Sean Abel moved to review GEOL 010, GEOL 010L, and the GEOL 010 distance education supplement by one action; Sydney Sukuta seconded the motion.

Action: Motion carried: 5-0-0

The committee unanimously approved GEOL 010, GEOL 010L, and the online supplement for GEOL 010 as reviewed separately and by one action:

GEOL 010

- **Item 9a:** 1-insert colon ":" after "related to"; insert semi-colon ";" after "Earth;" and replace "how environments are formed, changed, and eroded through geological time" with "formation, change, and erosion of environments through geological time, and" to read, "...and diagrams related to: internal and external processes that shape and form Earth; formation, change, and erosion of environments through geological time; and, the basic properties of rocks and minerals..."

GEOL 010L

- **Item 9a:** 2-delete word "by" to read, "...problems about the Earth, including identifying..."

GEOL 010 Distance Education Supplement

- **Item SLOs:** replace SLO 1 as revised in parent course above

Sean Abel moved to approve the corequisite for GEOL 010 with minor revision; Sydney Sukuta seconded the motion.

Motion carried: 5-0-0

- **Item 46:** column 2-delete "practically" and insert "practically that are" after "concepts" to read, "Students will apply concepts practically that are taught in GEOL 010..."

Course Revision: **METEO 010: Weather and Climate – 3.0 Units**
Jessica Smay presented the course update for METEO 010. Sean Abel moved to approve; Karen Pullen seconded the motion.

Action: **Motion carried: 5-0-0**
METEO 010 was unanimously approved as proposed.

Course Revision: **PSYCH 010: General Psychology – 3.0 Units**
Sean Abel presented the PSYCH 010 course revision for the committee. Karen Pullen moved to approve PSYCH 010 as submitted; Robert Gutierrez seconded the motion.

Motion carried: 5-0-0
PSYCH 010 was unanimously approved as proposed.

D. District Course Revision Proposals

Course Revision: **CHEM 032A: Intro to General, Organic & Biological Chemistry – 4.0 Units**
Madeline Adamczeski presented the CHEM 032A course revision. Sydney Sukuta moved to approve CHEM 032A as amended; Karen Pullen seconded the motion.

Action: **Motion carried: 5-0-0**
CHEM 032A was unanimously approved with the following revisions:

- **Item 6:** move first sentence "This is a first-semester course in introductory chemistry" to last position.
- **Item 9a:** 6-replace "Master" with "Apply" and "and" with "to" to read, "Apply the metric system of unit conversions to solve problems..."

VI. Adjournment The meeting was adjourned at 3:20 p.m.