



Instructional Policies/Curriculum Committee

Official Minutes of December 9, 2014

Present: L. Meyer, D. Pucay, M. Conroy, S. Hager, D. Graham, R. Gutierrez, K. Pullen

Absent: L. Garcia, S. Abel

Guests: M. Frodyma, S. Datta, J. Alonzo, A. McCall (via phone), F. Dada, J. Bell, M. Gregor, K. Connolly

- I. Call to Order** The meeting was called to order by Linda Meyer, at 1:37 p.m., in the Library Videoconference Room, #L307.

II. Adoption of Agenda

Dorothy Pucay moved for approval of the agenda as amended; Karen Pullen seconded the motion.

Action: Motion carried: 5-0-0

The motion to approve the amended agenda was unanimously approved. Add new "IV. C. Shared Courses/SLOs – Information"

III. Approval of Minutes

- A.** Duncan Graham moved to approve the minutes of November 25, 2014; Karen Pullen seconded the motion.

Action: Motion carried: 5-0-0

The minutes of November 25, 2014 were unanimously approved.

IV. Curriculum/Articulation

- A. Distance Education Committee, Report**—Dorothy Pucay reported on the Distance Education (DE) committee's accomplishments including, the establishment of a regular and effective contact statement (approved by Academic Senate (AS)), recognition of an existing student online course evaluation in the Faculty Association (FA) contract, and a proposed faculty peer evaluation form that will be vetted through AS and the FA. The DE committee is also considering policies and procedures for faculty training. Discussion and possible action on faculty training is anticipated at the next AS meeting.
- B. IPCC Schedule of Meetings and Submission Dates**—Sue Hager distributed the Spring 2015 semester's Schedule of Meetings and Submission of Course Proposals. The schedule will be sent to all faculty before the end of the semester. The meeting schedule will also be available on the College website.
- C. Shared Courses/SLOs, Information**—Duncan Graham reported that after discussion with EVCs VP Keith Aytch it was determined that district courses no longer need identical SLOs. Duncan noted that same SLOs were a local decision established many years ago and was no longer necessary based on the following rationale: courses are submitted separately to the state, for

articulation to CSUs and UCs, and for C-ID consideration. IPCC members agreed that this direction was favorable to SJCC faculty who had been in support of this separation for some time. Sue Hager pointed out that similar courses would still need to be equated per state district requirements and that collaboration on this would still be needed especially in light of the college movement to CurricUNET and state attendance reporting requirements. Consensus of the committee was to discuss this at IPCCs first meeting in spring.

V. New Discussion/Action Items

A. Consent Agenda

Duncan Graham moved for approval of the Consent Agenda; Karen Pullen seconded the motion.

Action: Motion carried: 5-0-0

The consent agenda was unanimously approved.

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

New Course: ART 090: Art Appreciation – 3.0 Units

Judith Bell and Michelle Gregor presented ART 090 to committee members. Duncan Graham moved to approve with some amendment; Mary Conroy seconded the motion.

Action: Motion carried: 5-0-0

ART 090 was unanimously approved as amended:

- **Item 9a: 3-replace “between” with “among” to read, “Distinguish among the methodologies of art history...”; 4-delete “and an appreciation for creative problem solving” to read, “Develop and articulate a personal interpretation of art and aesthetics’; add new “5. Describe the application of a creative problem solving process”**

New Course: DANCE 030: Dance Improvisation – 3. Units

Amber McCall presented and answered questions regarding the new course outline, DANCE 030, and course updates for DANCE 032, DANCE 064, and DANCE 065, via telephone conference. Duncan Graham moved to approve all courses by one action, based on separate review; Karen Pullen seconded the motion.

Action: Motion carried: 5-0-0

DANCE 030 was unanimously approved as amended:

- **Item 8b.1: replace “theme” with “topic” to read, “...on that day’s lecture or movement topic”**
- **Item 9a.1: insert “individual” after “improvised” and delete “individually” to read, “Explore improvised individual movement based on concepts of...”**
- **Item 10: delete “analyzing a live performance which uses...” to read “Written essay”; critical thinking example-replace “Given your experience...” with “Write an essay analyzing a live performance which uses dance improvisation”**
- **Item 12: critical thinking example-replace “an essay analyzing a live improvised performance or a dance improve jam” with “about your experience improvising movement in a group setting” to read “Write about your experience improvising movement in a group setting”**

New Courses:
IRON 100: Orientation and Trade Science – 2.5 Units
IRON 110: Mixed Base – 1.5 Units
IRON 120: Rigging – 1.5 Units
IRON 130: Reinforcing – 1.5 Units
IRON 140: Precast Concrete and Metal Buildings – 1.5 Units
IRON 150: Welding I – 1.5 Units
IRON 151: Welding II – 1.5 Units
IRON 152: Welding III – 1.5 Units

Kieron Connolly presented the new course proposals for IRON 100, IRON 110, IRON 120, IRON 130, IRON 140, IRON 150, IRON 151, and IRON 152. Duncan Graham moved for approval of all courses by one action, based on separate review; Robert Gutierrez seconded the motion.

Action: Motion carried: 5-0-0

The committee unanimously approved IRON 100, IRON 110, IRON 120, IRON 130, IRON 140, IRON 150, IRON 151, and IRON 152 as submitted.

Duncan Graham moved to approve the corequisites for IRON 100, IRON 110, IRON 120, IRON 130, IRON 140, IRON 150, and corequisites/prerequisite for IRON 151 and IRON 152 by one action, based on separate review; Robert Gutierrez seconded the motion.

Motion carried: 5-0-0

C. SJCC Course Revision Proposals

Course BIOL 066: Botany – 3.0 Units

Revision: Sanhita Datta presented the BIOL 066 revision to the committee. Duncan Graham moved to approve BIOL 066 with some revision; Dorothy Pucay seconded the motion.

Action: Motion carried: 5-0-0

The committee unanimously approved BIOL 066 with the following revisions:

- **Item 9a.4: replace “Consider” with “Analyze” to read, “Analyze plant evolution and the role of plants in the ecosystem”**
- **Item 10: critical thinking example, sentence two-to end sentence, delete “from which you collected them?” after words “hybrid plant”**

Course CIS 024A: Perl Programming – 3.0 Units

Revision: CIS 024A: Perl Programming, Distance Education Supplement

Kerry Hayes was available by phone if necessary to answer questions regarding the CIS 024A outline and distance education supplement. There was no need for contact. Duncan Graham moved to approve the CIS 024A course revision and online supplement by one action, based on separate review; Dorothy Pucay seconded the motion.

Action: Motion carried: 5-0-0

CIS 024A and the CIS 024A distance education supplement were unanimously approved as submitted.

Course DANCE 032: Choreography – 1.5 Units

Revisions: DANCE 064: Ballroom Dance, Beginning – 0.5 Units

DANCE 065: Ballroom Dance, Intermediate – 0.5 Units

For details on action, see B. SJCC New Course Proposals, DANCE 030.

Action: Motion carried: 5-0-0

DANCE 032, DANCE 064, and DANCE 065 were approved with the following revisions:

DANCE 032

- **Item 6: sentence three-delete “to communicate literal and nonliteral themes” to read, “...dance movement technique as a form of expression to communicate literal and nonliteral themes”**
- **Item 8b.1: delete “Work-shopping and” and replace “theme” with “studies” to read, “Creating material based on that day’s lecture or movement studies”**

DANCE 065

- **Item 6: sentence one-replace “further” with “continue” to read, “Students will continue their study of...”; sentence two-delete “expanded” to read, “...transformations in social and historical contexts; sentence three-insert “also” after “Students will” to read, “Students will also continue to...”**
- **Item 9a.4: replace “intermediate-level” with “solid” to read, “Develop solid musicality and performance quality...”**

Course JOURN 032B: Media Production 1 – 3.0 Units

Revision: Farideh Dada presented an amended prerequisite validation per committee request from the 11.25.14 meeting. Karen Pullen moved to approve the prerequisite validation as revised; Duncan Graham seconded the motion.

Action: **Motion carried: 5-0-0**

The resubmitted prerequisite validation for JOURN 032B was approved which finalized revision of the course (officially approved 11.25.15 based on this prerequisite validation action).

Course MATH 063: Elementary Statistics, Distance Education Supplement

Revision: For details on action, see D. District Course Revision Proposals, MATH 063.

Action: **Motion carried: 5-0-0**

The committee unanimously approved the online supplement for MATH 063 as submitted.

D. District Course Revision Proposals

Course BIOL 074: General Microbiology – 5.0 Units

Revision: Karen Pullen moved to approve BIOL 074 as revised; Duncan Graham seconded the motion.

Action: **Motion carried: 5-0-0**

BIOL 074 was unanimously approved with the following revision:

- **Item 12: replace “activation energy when understanding” with “it within the context of” to read, “Why is it important to understand it within the context of cellular metabolism?”**

Dorothy Pucay moved to approve the BIOL 074 prerequisite validation; Karen Pullen seconded the motion.

Motion carried: 5-0-0

Course CHEM 015: Fundamentals of Chemistry – 4.0 Units

Revision: Dorothy Pucay moved to approve CHEM 015 as submitted; Duncan Graham seconded the motion.

Action: **Motion carried: 5-0-0**

CHEM 015 was unanimously approved as submitted.

Duncan Graham moved to approve the CHEM 015 prerequisite validation as proposed.

Motion carried: 5-0-0

Course PHYS 002B: Algebra/Trigonometry-Based Physics – 4.0 Units

Revision: Marc Frodyma presented the PHYS 002B course update to the committee. Duncan Graham moved to approve PHYS 002B as revised; Mary Conroy seconded the motion.

Action: **Motion carried: 5-0-0**

PHYS 002B was unanimously approved as revised:

- **Item 10: insert “homework” after “midterms” to read, “...experiments with lab reports, midterms, homework, and a final exam”**

Dorothy Pucay moved for approval of the PHYS 002B prerequisite validation as submitted; Duncan Graham seconded the motion.

Motion carried: 5-0-0

Course MATH 063: Elementary Statistics – 3.0 Units

Revision: Duncan Graham moved to approve MATH 063 and the MATH 063 distance education addendum by one action, based on separate review; Mary Conroy seconded the motion.

Action: **Motion carried: 5-0-0**

The committee unanimously approved the MATH 063 outline with the following amendment:

- **Item 6: last sentence-insert “computational” after “use of” to read, “...the use of computational technology will be required”**

Dorothy Pucay moved to approve the prerequisite validation for MATH 063 as submitted, Duncan Graham seconded the motion.

Motion carried: 5-0-0

VI. Adjournment

The meeting was adjourned at 3:28 p.m.