



## Instructional Policies/Curriculum Committee

Official Minutes of March 24, 2015

**Present:** D. Pucay, L. Meyer, M. Conroy, S. Hager, K. Pullen, M. Conroy, L. Garcia, D. Graham, S. Abel

**Absent:** R. Gutierrez

**Guests:** A. McCall, D. Yancey, K. Frey, M. Sudarsana

- I. Call to Order** The meeting was called to order by Linda Meyer, at 1:35 p.m., in the Professional Development Center, room GE-118.

### II. Adoption of Agenda

Duncan Graham moved for approval of the agenda; Dorothy Pucay seconded the motion.

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

The motion to approve the agenda was unanimously approved.

### III. Approval of Minutes

- A.** Dorothy Pucay moved to approve the minutes of March 10, 2015; Karen Pullen seconded the motion.

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

The minutes of March 10, 2015 were unanimously approved.

### IV. Curriculum/Articulation

- A. Senate Report**—Linda Meyer reported that the Educational Master Plan (EMP) team lead, Dr. Trapp, of Cambridge West, made a presentation to Academic Senate (AS) at its last meeting. He will be meeting with representatives from IPCC this Thursday, March 26, 2015 to discuss curriculum processes and to clarify some of their questions. He has already identified several committee website deficiencies which Linda attributes to various issues including lack of a dedicated web person.

VP Graham also shared information with AS on AB 288 which allows for dual-enrollment of high school students in college courses. Duncan clarified that these courses would be exclusive to high school students during their regular school hours. He said that San José Unified School District (SJUSD) has indicated that they want to do this and have already identified nine SJCC courses. According to the VP, an agreement (MOU) between the District and SJUSD must first be approved as well as coordination of A&R and counseling services. He also stressed that faculty (high school or college faculty) teaching these classes must meet appropriate minimum qualifications of the College.

- B. Distance Education Coordinator Report**—Dorothy Pucay stated that at the last meeting the Distance Education (DE) subcommittee focused solely on teacher training recommendations. Dorothy indicated that there had been some agreement on training in the DE pedagogy but further suggestions have arisen which will extend this discussion before forwarding for AS action.

- C. **Learning Outcomes for General Education Requirements**—Linda Meyer discussed a recent email that she had received regarding communication studies skills in a non-speech class. Members felt this discussion would be better brought to the attention of the Professional Development Coordinator for since communication mentioned nothing of curriculum development. VP Graham did say that he would encourage collaboration between departments as there has been interest by employers and four-years wanting students to have oral presentation skills, etc. He felt that incorporating these skills could be accomplished through closer collaboration of faculty in those departments as well as professional development activities.
- D. **Strategic Planning Goals/KPI Strategies**— Sue Hager shared information from the Strategic Planning Committee on Key Performance Indicators (KPI) and resulting strategies from an all-college Professional Development Day activity. The SPC is currently liaising with the campus on results of the evaluation of all comments on KPIs. Response from the College regarding the KPI, “Increase the successful course completion rate of both full-time and part-time students each year” was that faculty should set appropriate and high standards for each class they teach including addition of prerequisites. Sue said that the SPC considered this KPI and strategy important to IPCCs work with curriculum development. She also confirmed that she had reported out that IPCC had already forwarded support for increased prerequisite/corequisite support to Senate and were now looking more closely at courses requiring research and cited papers when approving advisories. VP Graham said that he has seen the challenges and fears of additional course prerequisites at other colleges but will encourage and support the College in moving from advisories to prerequisites in order to better prepare students and to promote student success. Dorothy Pucay also asked that IPCC continue to support alignment of course content across similar disciplines, such as ESL, English, and Reading.

V. **New Discussion/Action Items**

A. **Consent Agenda**

Dorothy Pucay 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. **New Course Proposals** (*requires Board approval*)

**New Course: DANCE 004: Dance Pedagogy: Teaching Children Dance – 3.0 Units**

**Course:** Students will be introduced to the theories and methods of teaching dance to children. The focus of the class will be on teaching creative movement and dance technique for Pre-K and Elementary school age students in private and public settings.

**Action:** Duncan Graham moved to approve DANCE 004; Karen Pullen seconded the motion.

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

DANCE 004 was unanimously approved with minor edits.

C. **Course Revision Proposals**

**Course: ART 024: Beginning Drawing – 3.0 Units**

**Revision:** Students are introduced to the fundamental elements and compositional principles of drawing. Lecture and studio practice will emphasize a variety of media, tools, and techniques in studying the elements and principles of drawing, including line, shape, value, perspective, proportion, balance, and unity.

Dorothy Pucay moved to approve ART 024; Karen Pullen seconded the motion.

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

ART 024 was unanimously approved with minor edits.

**Course** ECE 104: Art, Crafts, Creative Activities – 3.0 Units  
**Revision:** Students are introduced to the value of visual arts and creative activities in the classroom and how they support positive brain development in young children. Students will demonstrate an understanding of developmentally appropriate practices for creating art experiences for children.

Duncan Graham moved to approve ECE 104; Sean Abel seconded the motion.

**Action:** **Motion carried: 5-0-0**  
ECE 104 was unanimously approved with minor edits.

**Course** MUSIC 091: Music Appreciation: Western Civilization – 3.0 Units  
**Revision** MUSIC 091: Music Appreciation: Western Civilization, Distance Educ. Suppl.  
**and** Students will gain, or expand, an appreciation of the music of western cultures through the development of aural skills. The course focuses on the relationships between  
**Dist. Ed.** the development of aural skills. The course focuses on the relationships between composers and the times in which they lived. Included in each unit of study is a  
**Suppl:** discussion of the influence of government, philosophy, art, and religion on musical composition. Attendance at a live performance will be required.

Duncan Graham moved to approve the course revision and new distance education supplement for ECE 104; Sean Abel seconded the motion.

**Action:** **Motion carried: 5-0-0**  
ECE 104 *and* the addition of a hybrid method of instruction were unanimously approved with minor edits.

**Course** POLSC 001: Politics and Government in American – 3.0 Units  
**Revision** POLSC 001: Politics and Government in American, Distance Education Supplement  
**and** Students are introduced to national, California, and local governments and politics with  
**Dist. Ed.** an emphasis on the U.S. Constitution and the national government. Students will  
**Suppl:** examine the historical origins of the development of the U.S. Constitution and the philosophy and principles used by the framers in the late 18th century.

Duncan Graham moved to approve the course revision and updated distance education supplement for POLSC 001; Karen Pullen seconded the motion.

**Action:** **Motion carried: 5-0-0**  
POLSC 001 *and* the revised hybrid method of instruction were unanimously approved with minor edits.

**VI. Adjournment** The meeting was adjourned at 3:34 p.m.