I. CALL TO ORDER  The meeting was called to order by Linda Meyer, at 1:41 p.m., in GE-118.

II. ADOPTION OF AGENDA  S. Abel moved for approval of the amended agenda; M. Berke seconded the motion.
Action: Motion carried: 5-0-0
The motion to approve the agenda was unanimously approved.

III. APPROVAL OF MINUTES  L. Chenportillo moved for the approval of the October 11, 2016 minutes; M. Berke seconded the motion.
Action: Motion carried: 4-0-1

IV. ARTICULATION/CURRICULUM  
A. Senate Report  —L. Meyer stated that open source textbooks were discussed and that there was a lot of interest from faculty.

B. Distance Education Coordinator —Discussion postponed due to M. Conroy’s absence.

C. Strong Workforce Program—Discussion postponed due to D. Graham’s absence.

D. AA/AS Degree Discussion—Discussion postponed due to D. Graham’s absence.

E. CurricUNET DE Supplement Discussion—S. Abel emphasized the importance of transparency and that the school will need to display somehow which classes are offered in a DE format. He added that the school needs to acknowledge that there is a complete lack of transparency without noting DE status. Additionally, notating DE status would further strengthen DE program. K. Pullen was concerned that some UCs may dispute online courses that are offered within a major. S. Abel suggested talking to DE Committee to include them in the approval process.
Action: M. Berke motioned to postpone the discussion to the next IPCC meeting.
Motion carried: 4-1-0

F. Credit by Exam—L. Meyer questioned how we define as “proper authority.” There was a discussion about the reasons for a unit cap of 12 units for credit by exam; people were using too many of them for credit. Title 5 indicates that 12 units must be taken in residency at a college for an associate degree.

G. Open Source Textbooks—As previously mentioned L. Meyer stated that there was a lot of interest from Academic Senate regarding open source textbooks. She demonstrated finding e-textbooks using the OER portal links on the library webpage to locate texts that have been approved by discipline faculty from the UC, CSU, and CCL systems. There remains concern about potential articulation difficulties for courses using e-texts from other OER portals.
H. **Independent Study Course Description**—Discussion postponed.

I. **Role of DE Dean/Coordinator/Committee in review of DE supplements**—There was discussion as to whether and where the DE Dean would fit into the review and approval of DE supplements. Further conversation pondered how the DE Coordinator and Committee would also be integrated and it was concluded that further discussion will need to take place to address these questions.

J. **“ESL” phrase on ESL courses for advisory**—Discussion postponed.

K. **AA-T Sociology and AA-T Political Science**—L. Meyer reminded the Committee and informed the new members that these two degrees were on the last two IPCC agendas of the spring semester, but were not voted on due to questions and the sponsoring faculty members not being able to attend the meetings. L. Chenportillo added that adding applicable courses are part of degree creation process and it clarifies the coursework for the student.

V. **NEW DISCUSSION/ACTION**

A. **Course Revision Proposals**

   L. Chenportillo motioned to approve the following courses, Distance Education supplements, unit changes, prerequisites, and corequisites, after separate review and with individual approval; K. Pullen seconded.

   **Course Revision:** ARABC-001A: Elementary Arabic — 5 Units
   **Action:** Motion carried: 5-0-0
   ARABC 001A was unanimously approved.

   **Course Revision:** ARABC-001B: Elementary Arabic — 5 Units
   **Action:** Motion carried: 5-0-0
   ARABC 001B was unanimously approved.

VI. **ADJOURNMENT**

Meeting adjourned at 4:00pm.