Instructional Policies/ Curriculum Committee

Official Minutes of November 14, 2017


Absent: R. Gutierrez

Guests: J. Breheny (via phone), M. Cook (via phone), C. Lancaster, D. Pucay, M. Sudarsana

I. CALL TO ORDER
The meeting was called to order by K. Pullen, at 1:42 p.m., in L-307.

II. ADOPTION OF AGENDA
G. Castilla moved for approval of the agenda; G. Smith seconded the motion.
Action: Motion carried: 7-0-0
The motion was unanimously approved.

III. APPROVAL OF MINUTES
L. Chenportillo moved for approval of the October 24, 2017 minutes; G. Smith seconded the motion.
Action: Motion carried 7-0-0

IV. ARTICULATION/CURRICULUM
A. Senate Report –K. Pullen shared that the faculty hiring presentations yielded five hiring recommendations.
B. Distance Education Report—M. Conroy reported that there have been some difficulties encountered with the Z-Degree that the DE Committee is reviewing.
C. Review of IPCC Charge—Due to time constraints, K. Pullen recommended that this discussion be postponed to a future date.

V. NEW DISCUSSION/ACTION
A. Course Revision Proposals
M. Branom motioned to approve the following courses, Distance Education supplements, unit changes, prerequisites, and corequisites, after separate review and with individual approval; G. Smith seconded.

Course ADS 070: Introduction to Chemical Dependency – 3 Units
Revision: M. Cook presented the revisions for ADS 070.
Action: Motion carried: 7-0-0
ADS 070, SLO assessments were approved with minor edits to content.

Course ADS 072: Codependency & Family Dynamics – 3 Units
Revision: M. Cook presented the revisions for ADS 072.
Action: Motion carried: 7-0-0
ADS 072, description, addition of ADS 070 as a corequisite were unanimously approved with minor edits to SLOs.
Course CA 080D: Microsoft Outlook—1 Unit
Revision: M. Branom presented the revisions for CA 080D.
Action: Motion carried: 7-0-0
CA 080D, DE supplement, regular and short schedule description, SLOs, methods of evaluation, and textbooks were unanimously approved.

Course COMS 010: Interpersonal Communication—3 Units
Revision: C. Lancaster presented the revisions for COMS 010.
Action: Motion carried: 7-0-0
COMS 010, description, content, SLOs, methods of evaluation, homework, textbooks, and advisory change to Read/Write 4 were unanimously approved.

Course ECE 101: Introduction to Curriculum—3 Units
Revision: M. Sudarsana presented the revisions for ECE 101.
Action: Motion carried: 7-0-0
ECE 101, description, methods of evaluation and textbooks were unanimously approved.

Course ECE 101B: Practicum in Early Childhood Education—3 Units
Revision: M. Sudarsana presented the revisions for ECE 101B.
Action: Motion carried: 7-0-0
ECE 101B, SLO assessment methods and methods of evaluation were unanimously approved.

Course ECE 102: Principles & Practices of Teaching Young Children—3 Units
Revision: M. Sudarsana presented the revisions for ECE 102.
Action: Motion carried: 7-0-0
ECE 102, DE supplement, content, methods of evaluation, and textbooks were unanimously approved.

Course ECE 138: Work Experience—1-8 Units
Revision: M. Sudarsana presented the revisions for ECE 138.
Action: Motion carried: 7-0-0
ECE 138, description, SLO assessment methods, methods of evaluation, and homework were unanimously approved.

Course ENGL 073: Introduction to Shakespeare—3 Units
Revision: J. Breheny presented the revisions for ENGL 073.
Action: Motion carried: 7-0-0
ENGL 073, DE supplement, description, SLO assessment methods, methods of evaluation, textbooks, homework, and advisory change to Read/Write 4 were unanimously approved.

Course ENGL 084A: Survey of American Literature I—3 Units
Revision: J. Breheny presented the revisions for ENGL 084A.
Action: Motion carried: 7-0-0
ENGL 084A, DE supplement, minimum grade of prerequisites to P, content, SLOs, assessment methods, methods of evaluation, homework, and textbooks were unanimously approved with minor edits to description.

Course ENGL 084B: Survey of American Literature II—3 Units
Revision: J. Breheny presented the revisions for ENGL 084B.
Action: Motion carried: 7-0-0
ENGL 084B, DE supplement, minimum grade of prerequisites to P, content, SLO assessment methods, methods of evaluation, homework, and textbooks were unanimously approved with minor edits to description.
Course ENGL 086A: Survey of British Literature I—3 Units
Revision: J. Breheny presented the revisions for ENGL 086A.
Action: Motion carried: 7-0-0
ENGL 086A, DE supplement, addition of Read/Write 4 advisory, content, SLO assessment methods, methods of evaluation, homework, and textbooks were unanimously approved with minor edits to description.

Course ENGL 086B: Survey of British Literature II—3 Units
Revision: J. Breheny presented the revisions for ENGL 086B.
Action: Motion carried: 7-0-0
ENGL 086B, DE supplement, description, content, SLO assessment methods, methods of evaluation, textbooks, homework, and addition of Read/Write 4 advisory were unanimously approved.

Course ESL 324: Intermediate Listening and Speaking Skills—4 Units
Revision: D. Pucay presented the revisions for ESL 324.
Action: Motion carried: 7-0-0
ESL 324, description, content, SLOs, methods of evaluation, homework, textbooks, and addition of ESL 531 as a prerequisite were unanimously approved.

Course FCS 019: Nutrition—3 Units
Revision: M. Sudarsana presented the revisions for FCS 019.
Action: Motion carried: 7-0-0
FCS 019, SLO assessment methods, methods of evaluation, homework, textbooks, and addition of Read/Write 3 advisory were unanimously approved.

Course FCS 070: Child Development—3 Units
Revision: M. Sudarsana presented the revisions for FCS 070.
Action: Motion carried: 7-0-0
FCS 070, DE supplement, description, SLO assessment methods, methods of evaluation, textbooks, and addition of Read/Write 3 advisory were unanimously approved.

B. SJCC New Course Proposals (Requires Board approval)
L. Chenportillo motioned to approve the following new courses and its prerequisites, corequisites, and Distance Education supplements, after separate review and individual approval; G. Smith seconded.

New ADS 075A: Counseling Theories and Skills—3 Units
Course: M. Cook presented the ADS 075A new course proposal.
Action: Motion carried 7-0-0
ADS 075A was unanimously approved.

New ART 093: Art of the Americas—3 Units
Course: J. Bell presented the ART 093 new course proposal.
Action: Motion carried: 7-0-0
ART 093 was unanimously approved with the addition of DE supplement.

C. SJCC Course Deactivations
L. Meyer motioned to approve the following deactivations, after separate review and individual approval; M. Conroy seconded.

Course GUIDE 100: Diagnostic Learning—0.50 Unit
Action: Motion carried 7-0-0
Course: ESL 104: Academic Listening and Speaking—3 Units  
Action: Motion carried 7-0-0

Course: ESL 203: ESL Reading Lab—Noncredit  
Action: Motion carried 7-0-0

Course: ESL 204: ESL Listening/Speaking Lab—Noncredit  
Action: Motion carried 7-0-0

Course: ESL 207: ESL Pronunciation Lab—Noncredit  
Action: Motion carried 7-0-0

D. SJCC Program Revision Proposals
L. Meyer motioned to approve the following program revision after separate review and individual approval; M. Conroy seconded.

Program: Computer Applications-Level 2: Certificate of Achievement-Level 2—18 Units  
M. Branom presented the revisions for Computer Applications-Level 2: Certificate of Achievement-Level 2.  
Action: Motion carried 7-0-0  
Computer Applications-Level 2: Certificate of Achievement-Level 2, description, update of elective course titles were unanimously approved.

Program: Computer Applications-Level 3: Certificate of Achievement-Level 3—32-34 Units  
M. Branom presented the revisions for Computer Applications-Level 3: Certificate of Achievement-Level 3.  
Action: Motion carried 7-0-0  
Computer Applications-Level 3 Certificate of Achievement-Level 3, and description were unanimously approved.

ADJOURNMENT
Meeting adjourned at 3:42 pm.