Instructional Policies/ Curriculum Committee

Official Minutes of February 14, 2017


Absent: S. Abel, M. Berke, G. Castilla

Guests: M. Branom, S. Miller, K. Sengal

I. CALL TO ORDER
The meeting was called to order by Linda Meyer, at 1:35 p.m., in L-307.

II. ADOPTION OF AGENDA
L. Chenportillo moved for approval of the agenda; R. Gutierrez seconded the motion.
Action: Motion carried: 5-0-0
The motion was unanimously approved.

III. APPROVAL OF MINUTES
L. Chenportillo moved for the approval of the December 13, 2016 minutes; R. Gutierrez seconded the motion.
Action: Motion carried: 5-0-0

IV. ARTICULATION/CURRICULUM
A. Senate Report—L. Meyer stated that CurricUNET is currently being examined by SLOAC and the Program Review Committee as a possible channel for SLOs and Program Review. The process of rejoining committees is going to be amended. The proposed process would consist of putting in your name each year if you want to continue your involvement in a committee. Susan Hines shared that $150,000 has been awarded for a Z degree; books used in the Z degree will need to indicate that it is a part of Creative Commons.

B. Distance Education Report—M. Conroy stated that since the school is in its final semesters of using Moodle, there is some concern over how records will be preserved from Moodle. There was discussion regarding the DE satisfaction survey as there were concerns that the survey was not properly created since some of the questions were very leading. OER and Canvas training will be coming up in the near future.

C. OER Math Textbooks—R. Gutierrez stated that the two new math instructors, G. Rios and P. Solano, are working on using equity funds to purchase textbooks for Summer Bridge students. In order to use these textbooks, they need to submit course revisions with non-substantial changes. R. Gutierrez added that the course revisions will be submitted by April 12th to be approved by the end of the school year.

V. NEW DISCUSSION/ACTION
A. Course Revision Proposals
D. Graham motioned to approve the following course, Distance Education supplements, unit changes, prerequisites, and corequisites, after separate review and with individual approval; L. Chenportillo seconded.

Course: CIS 014A: Internet Principles and Protocols—3 Units
Revision: M. Branom and K. Sengal presented the revision for CIS 014A.
Action: Motion carried: 5-0-0
CIS 014A, DE supplement, CIS 041 and CIT 101 added as recommended preparation, methods of evaluation, and textbooks were unanimously approved with minor edits to the SLO assessment methods.

Course CIS 018B: CCNA R&S: Routing and Switching Essentials — 3 Units
Revision: M. Branom and K. Sengal presented the revisions for CIS 018B.
Action: Motion carried: 5-0-0
CIS 018B, DE supplement, textbooks, and SLO assessment methods were unanimously approved with minor edits to content and description.

Course CIS 018C: CCNA R&S: Scaling Networks — 3 Units
Revision: M. Branom and K. Sengal presented the revisions for CIS 018C.
Action: Motion carried: 5-0-0
CIS 018C was sent back to the instructor so that the lab content section could be completed. The motion to send the course back to the instructor for the aforementioned revision was unanimously approved.

Course CIS 020: XML Fundamentals — 3 Units
Revision: M. Branom and K. Sengal presented the revisions for CIS 020.
Action: Motion carried: 5-0-0
CIS 020, DE supplement, content, textbooks, and SLO assessment methods were unanimously approved.

Course CIS 022: Database Technology — 3 Units
Revision: M. Branom and K. Sengal presented the revisions for CIS 022.
Action: Motion carried: 5-0-0
CIS 022, DE supplement, textbooks and SLO assessment methods were unanimously approved.

Course CIS 023: JavaScript Programming — 3 Units
Revision: M. Branom and K. Sengal presented the revisions for CIS 023.
Action: Motion carried: 5-0-0
CIS 023, DE supplement, description, short schedule description, CIS 042 and CIT 010 recommended preparation, textbooks, and SLO assessment methods were unanimously approved.

Course CIS 024C: Python Programming — 3 Units
Revision: M. Branom and K. Sengal presented the revisions for CIS 024C.
Action: Motion carried: 5-0-0
CIS 024C, DE supplement, CIS 041 and CIT 010 recommended preparation, textbooks, and SLO assessment methods were unanimously approved.

Course HSCI 138: Work Experience — 1-8 Units
Revision: S. Miller presented the revisions for HSCI 138.
Action: Motion carried: 5-0-0
HSCI 138, course description, methods of evaluation, and SLOs were unanimously approved.

ADJOURNMENT
Meeting adjourned at 3:12pm.