Instructional Policies/ Curriculum Committee

Official Minutes of May 25, 2016


Absent: M. Conroy, M. Sola


I. CALL TO ORDER
The meeting was called to order by Linda Meyer, at 1:35 p.m., in the Library, L-206.

II. ADOPTION OF AGENDA
D. Graham moved for approval of the agenda; L. Chenportillo seconded the motion.
Action: Motion carried: 6-0-0
The motion to approve the agenda was unanimously approved.

III. APPROVAL OF MINUTES
None

IV. ARTICULATION/CURRICULUM
A. Senate Report – L. Meyer noted that it is important that Academic Senate reconsider their nomination of the Curriculum Chair position as the process they followed goes against their charge.

B. Distance Education Coordinator — No report.

C. Curriculum Chair Position—IPCC held vote to endorse Linda Meyer as IPCC Chair for 3 more years.
Motion to approve 6-0-0

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; D. Graham seconded.

Course Revision: BROAD 042B: Intermediate Radio Production—3 Units
Action: Motion carried: 6-0-0
BROAD 042B was unanimously approved.

Course Revision: BROAD 042C: Advanced Radio Production—3 Units
Action: Motion carried: 6-0-0
BROAD 042C was unanimously approved.
Course CA 075D: Microsoft PowerPoint Expert—1 Unit
Revision: M. Upadhyay presented the course revisions for CA 075D.
Action: Motion carried 6-0-0
CA 075D was unanimously approved with the direction to the department Dean and faculty that CA 075D be revamped immediately during Fall 2016.

Course CA 302: Getting Started with Microsoft Windows—0.50 Unit
Revision: M. Upadhyay presented the course revisions for CA 302.
Action: Motion carried 6-0-0
CA 302 was unanimously approved with the direction to the department Dean and faculty that CA 302 be revamped immediately during Fall 2016.

Course CA 303: Getting Started with Microsoft Word—0.50 Unit
Revision: M. Upadhyay presented the course revisions for CA 303.
Action: Motion carried 6-0-0
CA 303 was unanimously approved with the direction to the department Dean and faculty that CA 303 be revamped immediately during Fall 2016.

Course CA 305: Getting Started with Microsoft PowerPoint—0.50 Unit
Revision: M. Upadhyay presented the course revisions for CA 305.
Action: Motion carried 6-0-0
CA 305 was unanimously approved with the direction to the department Dean and faculty that CA 305 be revamped immediately during Fall 2016.

Course CA 306: Getting Started with the Internet—0.50 Unit
Revision: M. Upadhyay presented the course revisions for CA 306.
Action: Motion carried 6-0-0
CA 306 was unanimously approved with the direction to the department Dean and faculty that CA 306 be revamped immediately during Fall 2016.

Course CIS 017A: Windows—3 Units
Revision: C. Lundie presented the course revisions for CIS 017A.
Action: Motion carried 6-0-0
CIS 017A was unanimously approved.

Course CIS 017B: Windows Server—3 Units
Revision: C. Lundie presented the course revisions for CIS 017B.
Action: Motion carried 0-6-0
CIS 017B was unanimously approved.

Course CIS 041: Introduction to Computer Information Systems—3 Units
Revision: C. Lundie presented the course revisions for CIS 041.
Action: Motion carried 6-0-0
CIS 041 was unanimously approved.

Course DENT 153: Beginning Dental Assisting 3—1.50 Units
Revision: L. Sanchez presented the course revisions for DENT 153.
Action: Motion carried 6-0-0
DENT 153 was unanimously approved.

Course DENT 154: Fundamental Dental Assisting 1—3 Units
Revision: L. Sanchez presented the course revisions for DENT 154.
Action: Motion carried 6-0-0
DENT 154 was unanimously approved.
Course DENT 155: Fundamental Dental Assisting 2—3 Units
Revision: L. Sanchez presented the course revisions for DENT 155.
Action: Motion carried 6-0-0
DENT 155 was unanimously approved.

Course DENT 171: Clinical Dental Assisting 1—2.5 Units
Revision: L. Sanchez presented the course revisions for DENT 171.
Action: Motion carried 6-0-0
DENT 171 was unanimously approved.

Course ESL 312: Introduction to the Essay — 5 Units
Revision: D. Pucay presented the course revisions for ESL 312.
Action: Motion carried 6-0-0
ESL 312 was unanimously approved.

Course JOURN 035A: Introduction to Editorial Management — 1 Unit
Revision: Action: Motion carried 6-0-0
JOURN 035A was unanimously approved.

Course JOURN 035B: Intermediate Editorial Management — 1 Unit
Revision: Action: Motion carried 6-0-0
JOURN 035B was unanimously approved.

Course MATH 098: Directed Study in Mathematics — 0.5-9 Units
Revision: A. Soman presented the course revisions for MATH 098.
Action: Motion carried 6-0-0
MATH 098 was unanimously approved.

Course MUSIC 099: Introductory Music — 3 Units
Revision: Action: Motion carried 6-0-0
MUSIC 099 was unanimously approved.

Course PHYS 004A: General Physics — 5 Units
Revision: Action: Motion carried 6-0-0
PHYS 004A was unanimously approved.

Course PHYS 098: Directed Study in Physics — 0.5-3 Units
Revision: Action: Motion carried 6-0-0
PHYS 098 was unanimously approved.

Course REST 126: Real Estate Finance — 3 Units
Revision: J. Votaw presented the course revisions for REST 126.
Action: Motion carried 6-0-0
REST 126 was unanimously approved.

Course REST 127: Real Estate Property Management — 3 Units
Revision: J. Votaw presented the course revisions for REST 127.
Action: Motion carried 6-0-0
REST 127 was unanimously approved.
Course: REST 128: Real Estate Economics—3 Units
Revision: J. Votaw presented the course revisions for REST 128.
Action: Motion carried 6-0-0
REST 128 was unanimously approved.

B. SJCC New Course Proposals (Requires Board approval)
D. Graham motioned to approve the following new course and its prerequisites, corequisites, and DE supplements, after separate review and individual approval; S. Abel seconded.

New Course: REST 123: Real Estate Appraisal—3 Units
Course: J. Votaw presented the REST 123 new course proposal.
Action: Motion carried 6-0-0

C. Course Deactivations
D. Graham motioned to approve the following deactivation; K. Pullen seconded.
Course: ESL 091L: ESL Skills Development Lab—0.50 Unit
Deactivation:
Action: Motion carried 6-0-0
ESL 091L was unanimously deactivated.

D. Program Revision
D. Graham motioned to approve the follow program revision after separate review and individual approval; L. Chenportillo seconded.
Program: Real Estate—Certificate of Achievement: Level 2—24-26 Units
Revision: J. Votaw presented the certificate revisions for the Real Estate—Certificate of Achievement: Level 2
Action: Motion carried 6-0-0
Real Estate—Certificate of Achievement: Level 2 was unanimously approved.

Program: Real Estate—Associate in Science Degree—60-64 Units
Revision: J. Votaw presented the degree revisions for the Real Estate—Associate in Science Degree.
Action: Motion carried 6-0-0
Real Estate—Associate in Science was unanimously approved.

VI. ADJOURNMENT

Meeting adjourned at 4:07pm.