Instructional Policies/ Curriculum Committee

Official Minutes of September 27, 2016


Absent:

Guests: J. Bell, C. MacGowan, J. Kauffman, K. Kimura, P. Manian, D. Pucay

I. CALL TO ORDER
The meeting was called to order by Linda Meyer, at 1:35 p.m., in GE-118.

II. ADOPTION OF AGENDA
D. Graham moved for approval of the agenda; L. Chenportillo seconded the motion.
Action: Motion carried: 8-0-0
The motion to approve the agenda was unanimously approved.

III. APPROVAL OF MINUTES
D. Graham moved for the approval of the May 24, 2016 minutes; S. Abel seconded the motion.
Action: Motion carried: 7-0-1
D. Graham moved for the approval of the May 25, 2016 minutes; L. Chenportillo seconded the motion.
Action: Motion carried: 7-0-1

IV. ARTICULATION/CURRICULUM
A. Senate Report—L. Meyer reported that the Academic Senate is in the process of nominating a replacement for the IPCC Chair.
B. Distance Education Coordinator—M. Conroy shared that there was a discussion about applying for a grant that would go towards offering a fully online degree.
C. Election of IPCC Chair pro tem—The committee elected L. Meyer as the IPCC Chair pro tem until a Chair is elected by Academic Senate.
Action: Motion carried: 8-0-0
D. Welcome to new committee members—L. Meyer welcomed the new committee members M. Berke and G. Castilla.

E. Review of member responsibilities—L. Meyer reminded everyone of the necessity to review courses on the agenda in CurricUNET prior to each IPCC meeting. She stressed the importance of leaving comments in CurricUNET especially if there are a lot of courses to review during the meeting. Additionally, she noted that comments can be left in CurricUNET all the way up until the start of the IPCC meeting.

F. Review and approval of IPCC Chair job description—Abel suggested “need note be full time faculty.” He also suggested that “desirable” be changed to “minimum qualifications” and omit “tenure.” L. Meyer suggested noting “elected chair must be an existing committee member.”
Action: Motion carried: 8-0-0 to approve IPCC Chair job description wording changes.
D. Graham added that the elected chair needs to have “served on the IPCC for a minimum of 1 year.”
Action: Motion carried: 6-2-0 to approve D. Graham’s addition.
G. Discussion of Senate proposal that it elect chairs of Senate standing committees that receive reassigned time—The IPCC proposed the following amendment to the proposed Senate bylaw change on standing committees: “The Chair of Standing Committees shall be determined by a vote of the Academic Senate with the Senate relying primarily upon the recommendation of Standing Committees. Nominations for Standing Committee Chairs may be made by any faculty. Committee chairs shall serve annual terms and may serve repeated annual terms for a period not to exceed 3 years.”
Action: Motion carried: 7-1-0

H. Update on the Curriculum Institute that took place in Anaheim during July—Due to time restraints, this discussion was postponed until the following meeting.

I. Strong Workforce Program—Due to time restraints, this discussion was postponed until the following meeting.

J. AA/AS degree discussion—Due to time restraints, this discussion was postponed until the following meeting.

V. NEW DISCUSSION/ACTION

A. Course Revision Proposals

1. 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: ARABC-001A: Elementary Arabic — 5 Units
   Action: Motion carried: 0-8-0
   ARABC 001A was sent back to the instructor via CurricUNet for further revisions regarding the description, content, and SLO alignment.

   Course Revision: ARABC-001B: Elementary Arabic — 5 Units
   Action: Motion carried: 0-8-0
   ARABC 001B was sent back to the instructor via CurricUNet for further revisions regarding the description, content, and SLO alignment.

   Course Revision: ART-098: Directed Study in Art — 0.50-6 Units
   Action: Motion carried 8-0-0
   ART 098 was unanimously approved.

   Course Revision: CNSTR-115 Blueprint Reading — 2 Units
   Action: Motion carried 8-0-0
   CNSTR 115 was unanimously approved.

   Course Revision: HUMNT-003 Introduction to Women’s Studies — 3 Units
   Action: Motion carried 8-0-0
   HUMNT 003 was unanimously approved with minor edits to the SLO wording.

   Course Revision: PHIL-010: Introduction to Philosophy-Metaphysics and Epistemology — 3 Units
   Action: Motion carried 8-0-0
   PHIL 010 was unanimously approved.
Course: PHOTO-098: Directed Study in Photography — 0.50-9 Units
Revision: C. MacGowan presented the course revisions for PHOTO-098.
Action: Motion carried 8-0-0
PHOTO 098 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; L. Chenportillo seconded.

New ESL 510: ESL for Computers and Computing — Noncredit
Course: D. Pucay presented the ESL 510 new course proposal.
Action: Motion carried 8-0-0

New ESL 550: ESL in the Workplace — Noncredit
Course: D. Pucay presented the ESL 550 new course proposal.
Action: Motion carried 8-0-0

C. Course Deactivations
D. Graham motioned to approve the following deactivation; K. Pullen seconded.

Course ECE 103: Child Studies Student Teaching — 6 Units
Deactivation:
Action: Motion carried 8-0-0
ECE 103 was unanimously deactivated.

VI. ADJOURNMENT

Meeting adjourned at 4:21pm.