Instructional Policies/ Curriculum Committee

AGENDA

Tuesday, March 28, 2017
Library, #L-307
1:30 p.m. - 4:00 p.m.

I. CALL TO ORDER

II. ADOPTION OF AGENDA

III. APPROVAL OF MINUTES
   A. March 14, 2017

IV. ARTICULATION/CURRICULUM
   A. Senate Report—L. Meyer
   B. Distance Education Report—M. Conroy
   C. Course Deactivations—D. Graham
   D. Satisfactory Progress Grade Symbol—L. Meyer
   E. IPCC Chair Job Description—L. Meyer
   F. Committee Self-Evaluation—L. Meyer
   G. Curriculum System Management—S. Abel
   H. Approved designation in CurricUNET—S. Abel

V. NEW DISCUSSION/ACTION
   A. SJCC Course Revision Proposals
      1. CA 040D: Microsoft Word Specialist Microsoft Word Level 1—1 Unit
         Proposed changes/revisions: DE supplement added. Title, regular and short description updated.
      2. CA 045D: Microsoft Word Expert Microsoft Word Level 2—1 Unit
         Proposed changes/revisions: DE supplement added. Title, SLOs, recommended preparation, regular and short schedule description revised.
      3. CA 050D: Microsoft Excel Specialist Microsoft Excel Level 1—1 Unit
         Proposed changes/revisions: DE supplement added. Title, description, content, and SLO assessment methods revised.
      4. CA 055D: Microsoft Excel Expert Microsoft Excel Level 2—1 Unit
         Proposed changes/revisions: DE supplement added. Title, description, and content updated.
5. **ENGL 001A: English Composition—a 3 Units**

6. **ESL 106: Grammar for Writers 2—3 Units**
   Proposed changes/revisions: Read/Write level 2 advisory added. Methods of evaluation, textbooks, and SLO assessment methods updated.

7. **ESL 322: Paragraph Development—5 Units**
   Proposed changes/revisions: Description, methods of evaluation, textbooks, and SLO assessment methods updated.

8. **ESL 342: Basic Writing Skills 1—4 Units**
   Proposed changes/revisions: Description, methods of evaluation, textbooks, and SLO assessment methods updated.

9. **GUIDE 102: Diagnostic Learning-Reading Strategies—1 Unit**
   Proposed changes/revisions: Regular description, short schedule description, content, SLO assessment methods, and recommended preparation revised.

10. **GUIDE 104: Diagnostic Learning-Writing Strategies—1 Unit**
    Proposed changes/revisions: Regular description, short schedule description, content, SLO assessment methods, and recommended preparation revised.

11. **GUIDE 108: Diagnostic Learning-Mathematical Strategies—1 Unit**
    Proposed changes/revisions: Description, methods of evaluation, SLOs, and recommended preparation revised.

12. **SL 015: Deaf Culture—3 Units**
    Proposed changes/revisions: Description, content, and textbooks.

**B. SJCC New Course Proposals (requires Board approval)**

1. **APE 500: Adapted Body Conditioning—Non-Credit**
   Students with disabilities will participate in personalized exercise programs created to focus on strength training, cardiovascular endurance, and flexibility. Emphasis is on encouraging independence through the teaching of lifelong fitness skills.

2. **CIS 106: Introduction to Computer Coding—2 Units**
   In this Coding Academy, students will learn to think algorithmically to create code and to solve programming problems. Utilizing MIT-created instructional videos, SJCC faculty will guide, coach, and assist students in creating code. After students view the MIT lecture videos, SJCC faculty will answer questions, assist students with lab assignments, and proctor exams. Enrollment in this class is contingent upon acceptance into the Coding Academy. Interested students will need to contact Mark Branom (mark.branom@sjcc.edu) or Maricela Martinez (maricela.martinez@sjcc.edu). This is the MITx6.00 Introduction to Computer Science course.

3. **ESL 208: ESL Skills Lab—Noncredit**
   This open entry/open exit course provides individualized support for English Language Learners in need of English skills improvement. Students will use educational software and online formats that expand and enrich the learning experience beyond the classroom.
4. **MATH 111A: Elementary Algebra Part 1—3 Units**
   Students will study topics including operations on real numbers and algebraic expressions, linear equations and inequalities, and algebraic methods for solving application problems. They will also study systems of linear equations. This is the first half of the Elementary Algebra course.

5. **MATH 111B: Elementary Algebra Part 2—3 Units**
   Students will study systems of linear equations and their applications, laws of exponents, operations on polynomials, solving quadratic equations by factoring, and operations on rational expressions and rational equations. This is the second half of the Elementary Algebra course.

C. **SJCC Course Deactivation**

1. **PHYS 004D: General Physics—3 Units**
   Justification: This is a very interesting and useful class. Unfortunately the class has not been offered in the last 4 semesters. Getting enough enrollment for the course is difficult because many of the 4 year colleges do not require this class for a major anymore.

VI. **ADJOURNMENT**

VII. **ORDER OF DISCUSSION**

- **1:30** Item IV
- **1:45** MATH 111A
  MATH 111B
- **2:00** SL 015
- **2:05** GUIDE 102
  GUIDE 104
  GUIDE 108
- **2:20** APE 500
- **2:25** ENGL 001A
  ESL 106
  ESL 208
  ESL 322
  ESL 342
- **2:50** CA 040D
  CA 045D
  CA 050D
  CA 055D
  CIS 106
- **3:20** PHYS 004D
- **3:25** Continuation of Item IV