

COMMITTEE ON INSTRUCTION

MINUTES

October 10, 2013

Members Present

Chair	Teresa Morris
Business/Technology	Stacy Grasso
Creative Arts/Social Science Division	Sam Sanchez
Language Arts Division	Kimberly Escamilla, Anne Stafford
Student Services	Martin Bednarek, Mary Valenti
Math/Science Division	Ken Brown, Chris Smith
ASCSM	Hanna Haddad

Members Absent/Excused

Business/Technology	Melissa Green
Kinesiology Division	Shana Young

Non-Voting Administrators/Staff

Ada Delaplaine, Gary Dilley, Marsha Ramezane

Other Attendees

Kate Deline, Minu Mathur

Chair, Teresa Morris called the meeting to order at 2:19 p.m.

Motion was moved, seconded and carried unanimously (MSCU) to approve the Agenda.

Motion was MSCU to approve the Minutes of September 26, 2013.

Motion was MSCU to approve the following permanent courses:

Creative Arts/Social Science

- SOCI 100 Introduction to Sociology (3.00)
(Modified Course Proposal, changes in Catalog Description and Textbooks)
Approved pending revision to the catalog description, correction of typos and revision of the recommended preparation to any READ 400 level course.
(It was suggested that PRIE be contacted to collect research on student success rate based on eligibility for ENGL 838 or 848 versus completion of ENGL 838 or 848)
- SOCI 105 Social Problems (3.00)
(Modified Course Proposal, changes in Assignments, Method of Evaluation, Method of Instruction)
Approved pending correction to typos and correction to "Topics include the nature..." in the catalog description.

Mathematics/Science

CHEM 250 Analytical Chemistry Quantitative Analysis (5.00)
(Modified Course Proposal, changes in Catalog Description and Units/Hours Revision)
Approved pending revision to the catalog description, revision to the prerequisite to remove "minimum grade of C" text, revision to the Representative Assignments.

The following proposed program modification has been postponed:

AA-T Psychology

The following proposed course deactivations have been postponed:

- ART 354 Color Photography I
- ART 355 Color Photography II

Open agenda items:

Review of course outline requirements:

The Chair asked committee members to please help in conducting technical review. Particularly in light of the number of proposals in the workflow and the additional proposals expected to be submitted. She suggested viewing the All Fields Report and went over the various areas to review and the typical stumbling blocks such as entering content review, ensuring that lecture and lab content is entered as appropriate. Teresa will be sending review notes to the committee members for reference.

Motion was MSCU to adjourn the meeting at 3:48 p.m.