

COMMITTEE ON INSTRUCTION
MINUTES
October 25, 2012

Members Present

Chair	Teresa Morris
Business/Technology	Patricia Brannock, Melissa Green
Kinesiology Division	Shana Young
Language Arts Division	Daniel Keller, Anne Stafford
Math/Science Division	Ken Brown
Student Services	Martin Bednarek

Members Absent/Excused

Creative Arts/Social Science Division	Sam Sanchez
Math/Science Division	Chris Smith
Student Services	Mary Valenti
ASCSM	John Kilic

Non-Voting Administrators/Staff

Ada Delaplaine, Susan Estes, Arlene Fajardo,
Marsha Ramezane

Other Attendees

Denaya Dailey, Teeka James, John Lucchesi,
Kathy Ross

Chair, Teresa Morris called the meeting to order at 2:18 p.m.

Motion was moved, seconded and carried unanimously (MSCU) to approve the Agenda with a slight reordering, moving Business/Technology towards the latter part of the agenda.

Motion was MSCU to approve the Minutes of October 11, 2012.

Motion was MSCU to approve the following permanent courses:

Business/Technology

BUS. 180 Marketing (3.00)
(Modified Course Proposal, changes in Assignments, Catalog Description Revision, Grading Options Revision, Method of Evaluation, Method of Instruction, Objectives Revision, Schedule Description Revision, Student Learning Outcomes, Textbooks, Distance Education update)
Postponed to next meeting for final review of the distance education form. The DE instructional methodologies and 508 compliance areas need to be completed.

MGMT 100 Introduction to Management (3.00)
(Modified Course Proposal, changes in Catalog Description, Methods of Evaluation, Methods of Instruction, Objectives, Prerequisites, Student Learning Outcomes, Textbooks)

MGMT 215 Management of Human Resources (3.00)
(Modified Course Proposal, changes in Assignments, Catalog Description, Methods of Evaluation, Methods of Instruction, Objectives, Student Learning Outcomes, Textbooks)

MGMT 220 Organizational Behavior (3.00)
(Modified Course Proposal, changes in Assignments, Catalog Description, Methods of Evaluation, Methods of Instruction, Objectives, Student Learning Outcomes, Textbooks)

Kinesiology/Dance/Athletics

KINE 130 Group Fitness Instructor Lecture (3.00)
(New Course)
GE area E5d approved by a vote of 4-3

KINE 131 Group Fitness Instructor Lab (1.00)
(New Course)
GE area E4 approved

Language Arts

ENGL 875 English Grammar (3.00)
(Modified Course Proposal, changes in Method of Evaluation, Method of Instruction, Objectives Revision)

Motion was MSCU to approve the following experimental 680/880 course:

ARCH 680MA Making Architecture: Building Methods and Materials (2.00)
(New Course)

Motion was MSCU to approve the following program addition:

- New Certificate of Specialization Group Fitness Instructor

Motion was MSCU to approve the following course deactivations:

- ART - 665MB Advanced Topics: Oil Painting
- ART - 665MK Special Topics: Digital Photo

Open agenda item:

Repeatability – course review schedule

The chair warned members that a large volume of proposals addressing the state's new repeatability rules would be submitted to the committee for approval. In an effort to expedite approvals in time for catalog production, specific meetings will be assigned for each division; Business/Technology, Kinesiology, and Creative Arts/Social Science Division (Art/Music departments).

In addition, the chair reminded members to encourage faculty submitters to submit their proposals as soon as possible to avoid the December onslaught.

CurricUNET training – problem solving

The Chair is available until 4:00 for CurricUNET training.

Motion was MSCU to adjourn the meeting at 3:40 p.m.