

**COMMITTEE ON INSTRUCTION**

MINUTES

May 9, 2013

Members Present

Chair	Teresa Morris
Business/Technology	Melissa Green
Language Arts Division	Anne Stafford
Kinesiology Division	Shana Young
Student Services	Martin Bednarek, Mary Valenti
Math/Science Division	Ken Brown, Chris Smith
ASCSM	John Kilic

Members Excused/Absent

Creative Arts/Social Science Division	Sam Sanchez
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Non-Voting Administrators/Staff

Ada Delaplaine, Susan Estes, Arlene Fajardo,  
Marsha Ramezane

Other Attendees

Steve Gonzales, Jane McAteer, Mark Still, Lilya  
Vorobey

Chair, Teresa Morris called the meeting to order at 2:21 p.m.

An announcement was made thanking Arlene Fajardo and Susan Estes for their contributions to the Committee on Instruction; this being their last COI meeting prior to retiring.

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

Motion was MSCU to approve the Minutes of April 25, 2013.

**Motion was MSCU to approve the following permanent courses:**

***Business/Technology***

DRAF 130 Mechanical Design with CAD (3.00)  
(Modified Course Proposal, changes in Prerequisite, SLOs, Materials Fee Addition and  
TBA Hours Revision)  
*Approved pending revision to prerequisite to DRAF 111 or 122*

***Creative Arts/Social Science***

ART 400.1 Low Fire Ceramics I (3.00) – **Postponed, submitter not in attendance**  
(New Course)

HIST 310 California History (3.00)  
(Modified Course Proposal, changes in Assignments, Catalog Description, Corequisite  
Revision)

HIST 315 San Mateo County History (3.00)  
(Modified Course Proposal, changes in Catalog Description, Method of Evaluation,  
Method of Instruction)

**Motion was MSCU to approve the following Experimental Courses:**

CIS 680MG Android Programming  
NURS 680MC Perioperative Nursing – *approved via electronic vote on 5/13/13 after DE revisions were finalized*  
NURS 680MD Perioperative Nursing Preceptorship – *approved via electronic vote in conjunction with 680MC*

**Motion was MSCU to approve the following Proposed Course Deactivations:**

- DANC 400
- DANC 665
- INDV 252
- DRAF 120
- DRAF 123
- DRAF 124
- ENGR 240 – *approved via electronic vote*

**Motion was MSCU to approve the following Proposed Program Modifications:**

- CAD/Drafting Technology AS
- CAD/Drafting Technology CA
- Computer-Aided Design CS – *Approved pending revision from CRER 126 to CRER 127*

**Motion was MSCU to approve the following Proposed Program Deactivations:**

- Electronics Technology: Industrial Electronics AA
- Electronics Technology: Industrial Electronics CA

**Motion was MSCU to approve the following Memos:**

- Repeatable ensemble music courses – *Marsha provided the following text, “Course repetition is required by CSU or UC for completion of a bachelor’s degree. The limit for this course is four enrollments.” This text will be added to the catalog descriptions of the following ensemble music courses: MUS 424, 425, 429, 430, 454, 455, 451 and 452.*
- Removal of banked corequisite from NURS 211 and NURS 212
- CRER 129 request approval for Information Competency GE area – *approved via electronic vote*

Open agenda items:

**GE Handbook concerning CSM’s general education pattern - discussion**

The chair provided an overview of the revisions proposed to the GE Handbook. Attached is the draft with revisions in blue font. There was discussion regarding several topics such as:

- possibly renumbering the GE areas (since health science was removed as a requirement effective fall 2010). The handbook will be left as is for now.
- what constitutes a major revision that triggers a new review for adherence to previously approved GE area and if the policy should be removed
- the redistribution of courses for the Language and Rationality areas as described in Title 5
- having the flexibility of allowing only one SLO to meet the particular GE area. Marsha suggested having a more detailed introductory paragraph stating what is required followed by the supporting

SLOs. Continued discussion needed about usefulness or meaningfulness of including SLOs versus using only a descriptive paragraph.

- concern about assessing SLOs. Could they be removed for one year to test out the handbook, however, there would be no objective mechanism to determine applicability.

There was no resolution at the conclusion of the meeting. The chair asked committee members to review the draft again and regroup with feedback about what does and does not work. The handbook should be completed by October 2013.

The first meeting in the fall will include continued GE Handbook discussion. There may be a possible flex day meeting for subcommittee members to work on GE handbook.

**Motion was MSCU to adjourn the meeting at 4:06 p.m.**