

## COMMITTEE ON INSTRUCTION

### MINUTES

October 24, 2013

#### Members Present

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

#### Members Absent/Excused

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

Ada Delaplaine, Gary Dilley, Marsha Ramezane,  
Niruba Srinivasan

#### Other Attendees

Tania Beliz, Janet Black, Sandra Comerford,  
Mike Galisatus, David Laderman, Beth  
LaRochelle, Jane McAteer, Kathy Ross, Mikel  
Schmidt

Chair, Teresa Morris called the meeting to order at 2:23 p.m.

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

Motion was MSCU to approve the Minutes of October 10, 2013.

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

##### ***Business/Technology***

BLDG	735	ADA Building Requirements (3.00) (Modified Course Proposal, changes in Catalog Description and Objectives, New Distance Education) <i>Approved pending addition of text to DE section 508</i>
BLDG	750	Structural Provisions (3.00) (Modified Course Proposal, changes in Catalog Description, Method of Evaluation, and Method of Instruction) <i>Approved pending change to SLO and Objective #4 from Impart to apply</i>
CIS	255	(CS1) Programming Methods: Java (4.00) (Modified Course Proposal, changes in Assignments and Textbooks, Materials Fee Justification added)

MGMT 100 Introduction to Business Management (3.00)  
(Modified Course Proposal, changes in Catalog Description, Objectives, and SLOs)  
*Approved pending typos, correcting managers and length*

***Creative Arts/Social Science***

ART 102 Art and Architecture of Renaissance and Baroque Europe (c. 1300-1700) (3.00)  
(Modified Course Proposal, changes in Catalog Description and Method of Instruction,  
new Distance Education)  
*Approved pending the change in title and change to DE the section "instructor can also  
use an interactive learning tool that accompanies the textbook" and revision of typos in  
the SLOs*

ART 103 Art of Europe and America from the Neoclassical to the Present (c. 1750-Present) (3.00)  
(Modified Course Proposal, changes in Course Title, Catalog Description, Recommended  
Preparation and new Distance Education)  
*Approved pending shortening the title, and the correction to the typos and italicizing  
"ancien" in the lecture content*

MUS. 501 Studio Lessons I (Applied Music I) (1.00)  
(New Course)

MUS. 502 Studio Lessons II (Applied Music II) (1.00)  
(New Course)

MUS. 503 Studio Lessons III (Applied Music III) (1.00)  
(New Course)

MUS. 504 Studio Lessons IV (Applied Music IV) (1.00)  
(New Course)

***Kinesiology/Dance/Athletics***

KINE 119 First Aid/Adult & Pediatric CPR (3.00)  
(New Course)

***Language Arts***

CHIN 121 Advanced Elementary Chinese I (3.00)  
(Modified Course Proposal, changes in Catalog Description, Assignments, Method of  
Evaluation and Distance Education update)  
*Approved with the addition of "The third course in elementary Mandarin with continued  
emphasis on grammar and the spoken language" and the addition of the on-campus  
textbook"*

CHIN 122 Advanced Elementary Chinese II (3.00)  
(Modified Course Proposal, changes in Catalog Description, Assignments, Method of  
Evaluation and Distance Education update)  
*Approved with the addition of "...further development of listening, speaking, reading,  
and writing skills in Mandarin" to the catalog description*

- FILM 122 Film History Focus (3.00)  
(New Course)  
*Approved with the addition of diversifying the lecture content and textbooks. Approved for GE area E5c Humanities*
- FILM 130 Film Directors (3.00)  
(New Course)  
*Approved for GE area E5c Humanities*
- FILM 135 Film Genres (3.00)  
(New Course)  
*Approved for GE area E5c Humanities*
- FILM 140 Contemporary World Cinema (3.00)  
(New Course)  
*Approved for GE area E5c Humanities*

***Lit. courses were postponed to the November meeting:***

- LIT. 101 Twentieth-Century Literature (3.00)  
(Modified Course Proposal, changes in Catalog Description and Textbooks)
- LIT. 220 Introduction to World Literature (3.00)  
(Modified Course Proposal, change in Textbooks)
- LIT. 804 Twentieth-Century Literature (3.00)  
(Modified Course Proposal, change in Textbooks)
- LIT. 835 Shakespeare (3.00)  
(Modified Course Proposal, changes in SLOs and Textbooks)

***Mathematics/Science***

- BIOL 100 Introduction to the Life Sciences (3.00)  
(Modified Course Proposal, removal of TBA Hours, change in Recommended Preparation and Distance Education update)  
*Approved with the renumbering/lettering of the lecture content to match SLOs*
- BIOL 145 Plants, People, and Environment (3.00)  
(Modified Course Proposal, removal of TBA Hours and Distance Education update)
- DENT 701 Dental Science I (3.00)  
(Modified Course Proposal, changes in Course Number, Catalog Description and Recommended Preparation)  
*Approved with the switch in recommended preparation to list Biol 130 before eligibility for ENGL 100*
- DENT 702 Dental Science II (3.00)  
(Modified Course Proposal, changes in Course Number, Catalog Description, Prerequisite, Recommended Preparation and Textbooks)  
*Approved with the switch in recommended preparation to list Biol 130 before eligibility for ENGL 100*

- DENT 703 Allied Health Communication (1.00)  
(Modified Course Proposal, changes in Course Number, Catalog Description, Course Title, Textbooks and removal of Materials Fee)  
*Approved with correction to typo roll playing to role playing*
- DENT 721 Dental Materials I (3.00)  
(Modified Course Proposal, changes in Catalog Description and Prerequisite)  
*Approved pending review of course objectives to clean up typos, i.e. Q remove comma, R remove costs*
- DENT 722 Dental Materials II (2.00)  
(Modified Course Proposal, changes in Catalog Description, Prerequisite, Textbooks and removal of Materials Fee)  
*Approved pending corrections to any typos*
- DENT 740 Chairside Assisting I (3.00)  
(Modified Course Proposal, changes in Catalog Description, Prerequisite, Textbooks and removal of Materials Fee)  
*Approved pending revision to content areas reformatting and cleaning up typos (reformat lab content reformat to list slow speed and high speed under heading)*
- DENT 742 Chairside Assisting II (3.00)  
(Modified Course Proposal, changes in Catalog Description, Prerequisite and Textbooks)  
*Approved with corrections to the lecture content typos, i.e. dental handpieces "ft" should be handpieces "and"*
- DENT 743 Coronal Polish (0.50)  
(Modified Course Proposal, changes in Catalog Description and Prerequisite)  
*Approved pending corrections to any typos*
- DENT 744 Dental Sealants (0.50)  
(Modified Course Proposal, changes in Catalog Description, Lecture Hours and Prerequisite)  
*Approved pending correction to typos, i.e. etchantlbond*
- DENT 749 Preclinical Dental Science Laboratory (0.50)  
(Modified Course Proposal, changes in Catalog Description, Lab Hours, Prerequisite and Textbooks)  
*Approved pending correction to typos, i.e. 3. c. Importance of "a" need same error repeated in lab content*
- DENT 751 Dental Clinic (1.50)  
(Modified Course Proposal, changes in Catalog Description and Prerequisite)  
*Approved pending corrections to any typos*
- DENT 763 Dental Radiology (2.00)  
(Modified Course Proposal, changes in Catalog Description and Prerequisite)  
*Approved pending correction to typos, i.e. in the content area, 10. B. projection*

DENT 770 Dental Office Procedures (2.50)  
(Modified Course Proposal, changes in Course Number, Catalog Description and Prerequisite)  
*Approved pending corrections to any typos*

**The following nursing courses were postponed to the November meeting:**

NURS 222 Maternity Nursing (4.50)  
(Modified Course Proposal, change in Lecture Content)

NURS 610 Basic Medication Dosage Calculations for Nurses (1.00)  
(Modified Course Proposal, removal of repeatability)

NURS 620 Bridge Course for Advanced Entry Students (2.00)  
(Modified Course Proposal, changes in Representative Assignments and removal of repeatability)

NURS 630 Introduction to Medical Terminology (3.00)  
(Modified Course Proposal, Distance Education update, Representative Assignments, Textbooks and removal of repeatability)

NURS 666 Career Exploration in Nursing (1.00)  
(Modified Course Proposal, New Distance Education)

NURS 815 Transition from 1st Year to 2nd Year: Medical Surgical Nursing (0.50 - 1.50)  
(Modified Course Proposal, change in Catalog Description, removal of Repeatability)

**Motion was MSCU to approve the following proposed experimental courses (680/880):**

NURS 680ME Open Lab for Nursing 221/222 (0.50)  
(New Course)  
*Approved pending reformatting to lab content*

NURS 680MG Open Lab for Nursing 241/242 (0.50)  
(New Course)  
*Approved pending reformatting to lab content*

**Motion was MSCU to adjourn the meeting at 4:16 p.m.**