

COMMITTEE ON INSTRUCTION

MINUTES

December 5, 2013

Members Present

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

Non-Voting Administrators/Staff

Gary Dilley, Marsha Ramezane, Niruba Srinivasan, Annie Yang

Non-Voting Members Absent/Excused

Ada Delaplaine

Other Attendees

Rebecca Alex, Janet Black, Laura Demsetz, Vincent Li, Rosemary Nurre, Angela Stocker, Michele Titus

Chair, Teresa Morris called the meeting to order at 2:26 p.m.

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

Motion was MSCU to approve the Minutes of November 14, 2013 and November 21, 2013.

Motion was MSCU to approve the following permanent courses:

Business/Technology

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|------|-----|---|
| ACTG | 144 | QuickBooks: Set-up and Service Business (1.50)
(Modified Course Proposal, Distance Education update)
<i>Approved pending addition of titles for SLO and Objectives, DE editing</i> |
| ACTG | 145 | QuickBooks: Payroll and Merchandising Business (1.50)
(Modified Course Proposal, changes in Student Learning Outcomes and Textbooks, Distance Education update)
<i>Approved pending addition of titles for SLO and Objectives, DE editing</i> |
| ACTG | 162 | Intermediate Accounting II (4.00)
(Modified Course Proposal, change in Textbooks, Distance Education update)
<i>Approved pending addition of titles for SLO and Objectives, DE editing, and removal of CSU transferability</i> |
| ACTG | 163 | Auditing (3.00)
(Modified Course Proposal, change in Textbooks) |

Approved pending addition of titles for SLO and Objectives, removal of CSU transferability

- ACTG 165 Cost Accounting (3.00)
(Modified Course Proposal, changes in Student Learning Outcomes and Textbooks, Distance Education update)
Approved pending addition of titles for SLO and Objectives, DE editing, and removal of CSU transferability
- ACTG 181 Taxation of Individuals Using Tax Software (4.00)
(New Course)
Approved pending shortening of course title, addition of library resources, rewording of writing assignment, and removal of CSU transferability
- ACTG 182 Taxation of Business Entities Using Tax Software (4.00)
(New Course)
Approved pending shortening of course title, addition of library resources, rewording of writing assignment, and removal of CSU transferability
- ACTG 183 Taxation of Trusts, Gifts, and Estates Using Tax Software (2.00)
(New Course)
Approved pending shortening of course title, addition of library resources, rewording of writing assignment, and removal of CSU transferability
- CIS 135 Android Programming (4.00)
(New Course)
- CIS 254 Introduction to Object-Oriented Program Design (4.00)
(Modified Course Proposal, changes in Textbooks and Materials Fee, Distance Education update)
Approved pending format editing of Methods of Instruction and Representative Assignments, possible shortening of course title
- CIS 364 Enterprise Data Warehousing (4.00)
(Modified Course Proposal, changes in Catalog Description and Prerequisite, Distance Education update)
Approved pending typo correction

Career/Life Planning

- CRER 104 Transfer Essentials and Planning (0.50)
(Modified Course Proposal, change in Catalog Description)
Approved pending typo corrections and website link correction
- CRER 105 College Planning (0.50)
(Modified Course Proposal, change in Catalog Description)
- CRER 107 Introduction to Choosing a College Major (0.50)
(Modified Course Proposal, change in Catalog Description)

Creative Arts/Social Science

- ANTH 127 Physical Anthropology Laboratory (1.00)
(New Course)
Approved pending deletion of lab "23andMe" and its description under Lab Content and Outside Assignment, change ANTH 125 from corequisite to prerequisite of: completion of or concurrent enrollment in ANTH 125
- ANTH 350 Introduction to Archaeology and World Prehistory (3.00)
(Modified Course Proposal, changes in Catalog Description, Recommended Preparation, Method of Evaluation, and Method of Instruction)
Pending change of Recommended Preparation from READ 400 to eligibility for ENGL 838 or 848, deletion of extra justification
- ART 105 Art of Asia and the Near East (3.00)
(Course Reactivation)
- ART 401 Three-Dimensional Design (3.00)
(New Course)
*Approved pending materials fee update
Approved for GE area E5c Humanities*
- DGME 104 Digital Media Career Pathways (3.00)
(Modified Course Proposal, change in Catalog Description, Distance Education update)
Approved pending Methods of Instruction editing and typo correction
- SOSC 301 Introduction to Alcohol and Other Drug Studies (3.00)
(Modified Course Proposal, change in Recommended Preparation)
- SOSC 302 Pharmacology and Physiological Effects of Alcohol and Other Drug Abuse (3.00)
(Modified Course Proposal, changes in Recommended Preparation, Student Learning Outcomes, and Textbooks)

Mathematics/Science

- ENGR 230 Engineering Statics (3.00)
(Modified Course Proposal, deletion of TBA Hours, Distance Education update)
- ENGR 270 Materials Science (3.00)
(Modified Course Proposal, deletion of TBA Hours, Distance Education update)
Approved pending SLO and Objectives format editing

The following proposed course modifications/new courses have been postponed to a future meeting:

Creative Arts/Social Science

- MUS. 101 Musicianship I (3.00)
(Modified Course Proposal, changes in Catalog Description, Method of Evaluation, and Method of Instruction)
- MUS. 131 Harmony I (3.00)
(Modified Course Proposal, changes in Assignments, Method of Evaluation, and Method of Instruction)

MUS. 470 Concert Choir (1.00)
(New Course)

The following new courses have been postponed to a future meeting:

Kinesiology/Dance/Athletics

DANC 161.1 Tango Argentino I (0.50 - 1.00)
(New Course)

DANC 161.2 Tango Argentino II (0.50 - 1.00)
(New Course)

DANC 161.3 Tango Argentino III (0.50 - 1.00)
(New Course)

DANC 161.4 Tango Argentino IV (0.50 - 1.00)
(New Course)

FITN 201.1 Beginning Weight Training (0.50 - 1.00)
(New Course)

Motion was MSCU to adjourn the meeting at 4:15 p.m.