**COMMITTEE ON INSTRUCTION**

MINUTES

January 23, 2014

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 Ada Delaplaine, Niruba Srinivasan

Non-Voting Members Absent/Excused Sandra Comerford, Marsha Ramezane

Other Attendees Rebecca Alex, Kathy Diamond, Rosemary Nurre

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

Motion was moved, seconded and carried unanimously (MSCU) to approve the revised Agenda (with the removal of ENGR 270 and FITN 201.1).

Motion was MSCU to approve the Minutes of December 5, 2013.

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

***Counseling***

CRER 121 Planning for Student Success (1.00)

 (Modified Course Proposal, changes in Lecture Content, Representative Assignments Revision, Student Learning Outcomes)

 *Approved pending update of textbook and rewording of the Instructional Objectives to something a student will be able to do, i.e. exhibit self-responsibility*

***Mathematics/Science***

BIOL 102 Environmental Science and Conservation (3.00)

 (Modified Course Proposal, changes in Distance Education - Revision, Removal of TBA Hours)

 *Approved pending correction of typo and reformatting of Instructional Methods of Evaluation*

BIOL 110 General Principles of Biology (4.00)

 (Modified Course Proposal, changes in Catalog Description, Recommended Preparation Revision, Removal of TBA Hours)

 *Approved pending reformatting of Instructional Methods of Evaluation, and revision to Lab Manual text to state WebAccess and correction of typos*

***Language Arts***

ESL 400 Composition for Non-Native Speakers (5.00)

 (Modified Course Proposal changes in Lecture Content Revision, Objectives Revision, Textbooks)

 *Postponed to 1/30/14; tentative approval pending removal of last sentence of catalog description (reference to competency standards), adding the concurrent recommended preparation of READ 830 to the recommended preparation area and the addition of the justification for recommended preparations*

ESL 895 Reading Improvement for Non-Native Speakers (0.50)

 (Modified Course Proposal changes in Catalog Description Revision, Hours (Lecture and/or Lab) Revision, Method of Evaluation, Objectives Revision, Recommended Preparation Revision, Repeatability Revision, Student Learning Outcomes, Textbooks, Title Revision, Units Revision)

 *Approved with the suggested comments to remove and/or from the objectives and moving the lecture content to the lab content area*

ESL 897 Intermediate Vocabulary for Non-Native Speakers of English (0.50)

 (Modified Course Proposal changes in Catalog Description Revision, Objectives Revision, Repeatability Revision, Student Learning Outcomes, Textbooks, Title Revision, Unit Revision)

 *Approved pending the move of the lecture content to the lab content area and possible wording revision of SLO #2*

ESL 907 Independent Writing Study-Intermediate (0.50)

 (New Course)

 *Approved pending justification for old textbook*

ESL 908 Independent Writing Study-Advanced (0.50)

 (New Course)

 *Approved pending justification for old textbook*

***Business/Technology***

ACTG 161 Intermediate Accounting I (4.00)

 (Modified Course Proposal, change in Textbooks, New Distance Education)

BLDG 730 Plumbing Inspection (3.00)

 (Modified Course Proposal, changes in Catalog Description, Method of Evaluation, Method of Instruction, Student Learning Outcomes)

BLDG 740 Mechanical Code (3.00)

 (Modified Course Proposal, changes in Prerequisite, Student Learning Outcomes)

BLDG 760 Energy Regulations (3.00)

 (Modified Course Proposal, changes in Method of Evaluation, Method of Instruction, Objectives Revision, Prerequisite Revision, Student Learning Outcomes, Textbooks)

 *Approved pending removal of BLDG 700 as a prerequisite*

BUS. 100 Contemporary American Business (3.00)

 (Modified Course Proposal, New Distance Education)

 *Approved pending the addition of the DE contact frequency*

***Creative Arts/Social Sci.***

ART 200 Fine Art Portfolio Preparation (3.00)

 (New Course)

 Approved: GE Area E2c and E5d

ART 201 Drawing and Composition I (3.00)

 (Modified Course Proposal changes in Catalog Description, Lecture Content Revision, Method of Evaluation, Objectives Revision, Recommended Preparation Revision, Student Learning Outcomes, Textbooks, Title Revision)

 Update textbook, update “Hours by Arrangement” to “To Be Arranged Hours” and formatting of SLO B

ART 202 Drawing and Composition II (3.00)

 (Modified Course Proposal, changes in Catalog Description, Lab Content Revision, Lecture Content Revision, Objectives Revision, Other: This course remains the same, but has been revised to be compliant with C-ID., Recommended Preparation Revision, Representative Assignments Revision, Student Learning Outcomes, Textbooks, Title Revision)

ART 206 Figure Drawing and Portraiture (3.00)

 (Modified Course Proposal, changes in Catalog Description, Materials Fee Revision, Method of Instruction, Recommended Preparation Revision, Schedule Description Revision, Student Learning Outcomes, Textbooks)

 Approved pending correction of typos

ART 207 Life Drawing (3.00)

 (Modified Course Proposal, changes in Catalog Description, Lab Content Revision, Lecture Content Revision, Objectives Revision, Recommended Preparation Revision, Representative Assignments Revision, Student Learning Outcomes, Textbooks)

 *Approved pending correction of typos and possible addition of ART 204 as a prerequisite*

ART 208 Portrait Drawing I (3.00)

 (New Course)

 *Approved, GE will be considered at the 1/30/14 meeting*

ART 209 Portrait Drawing II (3.00)

 (New Course)

 *Approved, GE will be considered at the 1/30/14 meeting*

**Remaining Proposals Postponed to 1/30/2014 meeting:**

ART 223 Oil Painting I (3.00)

 (Modified Course Proposal, changes in Catalog Description, Lab Content Revision, Lecture Content Revision, Method of Evaluation, Method of Instruction, Objectives Revision, Recommended Preparation Revision, Student Learning Outcomes, Textbooks)

ART 224 Oil Painting II (3.00)

 (Modified Course Proposal changes in Lab Content Revision, Lecture Content Revision, Method of Evaluation, Method of Instruction, Prerequisite Revision, Recommended Preparation Revision, Representative Assignments Revision, TBA Content Revision, Textbooks, Transferability Revision)

ART 225 Acrylic Painting I (3.00)

 (Modified Course Proposal changes in Catalog Description Revision, Lab Content Revision, Lecture Content Revision, Method of Evaluation, Method of Instruction, Objectives Revision, Recommended Preparation Revision, Schedule Description Revision, Student Learning Outcomes, Textbooks)

ART 226 Acrylic Painting II (3.00)

 (Modified Course Proposal, changes in Lab Content Revision, Lecture Content Revision, Method of Evaluation, Method of Instruction, Recommended Preparation Revision, Representative Assignments Revision, TBA Content Revision, Textbooks, Transferability Revision)

ART 231 Watercolor I (3.00)

 (Modified Course Proposal, changes in Catalog Description, Lab Content Revision, Method of Evaluation, Objectives Revision, Recommended Preparation Revision, Schedule Description Revision, Student Learning Outcomes, Textbooks)

ART 232 Watercolor II (3.00)

 (Modified Course Proposal, changes in Lab Content, Method of Evaluation, Method of Instruction, Recommended Preparation Revision, Representative Assignments Revision, TBA Content Revision, TBA Hours Revision, Textbooks)

ART 301 Two-Dimensional Design (3.00)

 (Modified Course Proposal, changes in Catalog Description, Objectives Revision, Other: Revised to be C-ID compliant., Recommended Preparation Revision, Representative Assignments Revision, Schedule Description Revision, Student Learning Outcomes, Textbooks, Title Revision)

MUS. 101 Musicianship I (3.00)

 (Modified Course Proposal, changes in Catalog Description, Method of Evaluation, Method of Instruction, Objectives, Recommended Preparation, Schedule Description, Representative Assignments, Student Learning Outcomes, Textbooks, and Lecture Content)

MUS. 131 Harmony I (3.00)

 (Modified Course Proposal, changes in Representative Assignments, Method of Evaluation, Method of Instruction, and Student Learning Outcomes)

***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)

**Proposed AA/AS Degree Requirement**

ANTH 127 (GE: E5a. Natural Science)

ART 105 (GE: E5c. Humanities)

CIS 135 (GE: E2c.Communication and Analytical Thinking)

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