

In order for a substantive proposal to be reviewed and considered for approval, the writer or the writer's designee must be present at the meeting at which their course or program is presented or the proposal will be tabled. Attendance is not required for consent agenda proposals.

The day before the meeting, faculty submitters should check in CurricUNET for possible last minute comments from the full committee review. Comments are visible under My Proposals -- CHECK STATUS

College of San Mateo

Committee on Instruction
September 25, 2014 (2:15 p.m.)
Building 10, Room 486

AGENDA

I. Call to Order (a quorum is six voting members)

II. Approval of Agenda

Action Items

III. Consent Agenda

a. Approval of September 11, 2014 Minutes

b. Course Modifications

- i. BIOL 260 Human Physiology (5)
(Changes in Textbooks, removal of TBA hours and TBA content, added Content Review)
- ii. KINE 301 The Science and Application of Personal Training (3)
(Change in Title [*formerly Introduction to Personal Training*], and change in Course Description)
- iii. NURS 212 Concepts of Homeostasis in Nursing (4.5)
(Changes in TBA content, Representative Assignments, and Textbooks)

c. Course Deactivations

- i. ELEC 275 Active Devices

IV. Substantive Agenda

a. Course Modifications

- i. PHYS 221 General Physics II-Calculus Supplement (1.00)
(Changes in Representative Assignments and New Distance Education)
- ii. BUS. 125 International Business (3)

(Changes in Catalog Description, Student Learning Outcomes, Objectives, Lecture Content, Evaluation Methods, Assignments and Textbooks)

- iii. BUS. 150 Small Business Management (3)
(Changes in Recommended Preparation, Catalog Description, Student Learning Outcomes, Objectives, Lecture Content, Assignments and Textbooks)
- iv. PHIL 100 Introduction to Philosophy (3)
(Changes in Distance Education supplement, Assignments, and Textbooks)
- v. PHIL 244 Contemporary Social and Moral Issues (3)
(Changes in Recommended Preparation, Catalog Description, Assignments and Textbooks)
- vi. PHIL 300 Introduction to World Religions (3)
(Changes in Assignments, Methods of Evaluation, and Textbooks)

b. Course Deactivations -postponed

- i. DGME 240 Digital Publishing

c. Program Deactivations -postponed

- i. DGME – Graphic Production - Certificate of Specialization
- ii. DGME – Lighting - Certificate of Specialization
- iii. DGME – Television and Radio Broadcasting - Certificate of Specialization
- iv. DGME – Video Journalism - Certificate of Specialization

Open Agenda – Discussion items

Reaffirm IDST Discipline list

Curriculum Handbook

Goals for 2014-2015