

College of San Mateo

Committee on Instruction

December 10, 2015 (2:15 p.m.)

MINUTES

Members Present

Chair	Teresa Morris
Business/Technology	Melissa Green
Creative Arts/Social Science Division	Jeremy Ball, Nico van Dongen
Kinesiology Division	Shana Young
Library	Kalina Tabatt
Language Arts Division	Amy Sobel
Math/Science Division	Christopher Walker
Student Services	Martin Bednarek
ASCSM	James Roe

Absent/Excused

Language Arts Division	Anne Stafford
Math/Science Division	Chris Smith
Student Services	Mary Valenti

Non-Voting Members

Sandra Comerford, Ada Delaplaine, Niruba Srinivasan

Excused Non-Voting Members

Marsha Ramezane

Other Attendees

Bruce Maule, Ted Broomfield, Vincent Li, Laura Demsetz, Kathy Ross, Joe Mangan, Katie Goldhahn, Tatiana Irwin, Judith Hunt

Chair, Teresa Morris called the meeting to order at 2:22 p.m.

Announcement: In the spring we will be meeting in the City View Conference room

Motion was MSCU to approve the December 10, 2015 agenda.

Action Items

Motion was MSCU to approve the Consent Agenda

- Approval of November 12, 2015 Minutes

- **Course Modifications**

- ART 102 Art of Renaissance and Baroque (c. 1300-1700) (3)
(Changes in method of evaluation and texts)
- ART 103 Art of Europe and America: Neoclassical (c. 1750-Present) (3)
(Changes in method of evaluation, texts, and distance education update)
- ART 351 Beginning Black and White Photography (3)
(Changes in content, methods of instruction, representative assignments, method of evaluation, and texts)
- ART 352 Intermediate Black and White Photography (3)
(Changes in content, representative assignments, method of evaluation, and texts)
- ART 353 Advanced Black and White Photography (3)
(Changes in content, methods of instruction, assignments, evaluation, and texts)
- BIOL 126 Teaching Science I: K-5 Classroom Experience and Seminar (1)
(Changes in SLOs, objectives, content, method of instruction, assignments, and methods of evaluation)
- DENT 721 Dental Materials I (3)
(Changes in lab hours, SLOs, writing assignments, and texts)
- DGME 213 Media Design III: Advanced Illustrator & Photoshop (3)
(Change in assignments, methods of evaluation, and texts)
- PLSC 110 Contemporary Foreign Governments (3)
(Changes in recommended preparation, SLOs, objectives, content, and texts)
- VARS 185 Varsity Track and Field: Men and Women (3)
(Changes in grade mode, description, SLOs, lab content, methods of instruction, representative assignments, methods of evaluation, and texts)

- **Course Modifications – by memo**

- PLSC 100, 110, 130, 150, 200, 210, 215 and 310 – Change in recommended preparation to Eligibility for ENGL 100 or ENGL 105 and completion of, or concurrent enrollment in, any READ 400 level course.

Removal of TBAs from Kinesiology/Athletics and Dance Division

Substantive Agenda

Courses listed on the substantive agenda have been reviewed for listed changes. Though courses on the substantive agenda may have changes in prerequisites and/or recommended preparation, the full committee is expected to review prerequisites and recommended preparations statements for all proposals to ensure compliance with Title V regulations.

- **New Courses**

- ACTG 106 Accounting Cycle Survey (1) - **approved**
(includes distance education supplement)

- ACTG 107 Time Value of Money Survey (1) - **approved**
(includes distance education supplement)
- ACTG 167 Advanced Accounting (4) - **approved**
Approved with change from CSU transferable to not transferable
(includes distance education supplement)
- ART 398 Documentary Photography 3 (3) - **approved**
- ART 399 Documentary Photography 4 (3) - **approved**
- CIS 264 Computer Architecture and Assembly Language (3) - **approved**
(includes distance education supplement)
Approved with the addition of the Recommended Preparation of Eligibility for ENGL 838 or 848 or ESL 400; and the revision to the justification and minor typo SLO B should be "Code, execute" and Other Outside Assignments PROJECT 2 remove the extra "r" between instruction and programming.
- COSM 758 Advanced Techniques/Photo Shoot (3.5) - **approved**
- COSM 759 Advanced Hair Specialties (3.5) - **approved**
- TEAM 180 Volleyball - Applications in Team Tactics (.5-1) - **approved**
(Proposed for GE Area E4: Physical Education)
- TEAM 182 Individual Volleyball Training (.5-1) - **approved**
(Proposed for GE Area E4: Physical Education)

- **Course Modifications**

- BLDG 710 Advanced Building Inspection (4.5) - **approved**
(Changes in units and hours and removing prerequisite)
- DRAF 110 SolidWorks I (3) - **approved**
(Change in hours, objectives, content, methods of instruction, assignments, and evaluation)
- DRAF 111 SolidWorks II (3) - **approved**
(Change in hours, objectives, content, methods of instruction, assignments, evaluation, and texts)
- DRAF 113 REVIT (3) - **approved**
(Change in hours, objectives, content, assignments, and texts)
- DRAF 121 Computer-Aided Drafting I (3) - **approved**
(Change in hours, objectives, content, methods of instruction, assignments, evaluation, and texts)
- DRAF 130 Mechanical Design with CAD (3) - **approved**
(Change in hours, objectives, content, methods of instruction, and assignments)
- ECON 100 Principles of Macroeconomics (3) - **approved**
(Changes in texts and new distance education)
- ECON 102 Principles of Microeconomics (3) - **approved**
(Changes in texts and new distance education)
- HIST 260 Women in American History (3) - **approved**
(Catalog description, SLOs, objectives, lecture content, methods of instruction, representative assignments, methods of evaluation, texts and

new distance education supplement. Proposed for US History constitution, area US2)

MUS. 111 Musicianship I (1) - **approved**
(Changes in prerequisite, recommended preparation, description, and texts)

- **Course Modification – By Memo**

COUN 240/LCTR 240 College and Academic Success - Proposed for GE Area E5d: Career Exploration and Self Development - **approved**

- **Course Reactivation**

PHYS 101 Conceptual Physics Lab (1) -**approved**
(Change in prerequisites, degree credit, description, SLOs, objectives, content, method of instruction, assignments, evaluation, text, and new distance education supplement)

Meeting adjourned at 3:53 p.m.