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

Revised 2/10/16

College of San Mateo

Committee on Instruction
February 11, 2016 (2:15 p.m.)
Building 10, Room 401

AGENDA

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

II. **Approval of Agenda**
   Action Items

III. **Consent Agenda**

Courses listed on the consent agenda have been reviewed for listed changes. Though courses on the consent agenda have had no 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.

- **Approval of January 28, 2016 Minutes**

- **Course Modifications**
  DGME 103   Thinking Visually: Fundamentals of Two-Dimensional Design (3)
                     (Changes in content, methods of instruction, evaluation)

- **Course Deactivations**
  DGME 240   Digital Publishing (4)
  DGME 256   Portfolio for Graphic Design

- **Program Modifications**
  - Computer Science Applications and Development - AS Degree
  - Computer Science Applications and Development - Certificate of Achievement
  - Database Programming - Certificate of Specialization
  - Fine Arts: General Studio Art - AA Degree
  - Internet Programming - Certificate of Specialization
  - Web and Mobile Application Development - AS Degree
  - Web and Mobile Application Development - Certificate of Achievement
  - Web/Mobile App Development - Certificate of Specialization

IV. 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 665MU Foreign Tax Credit (.5)

  ACTG 665MV Foreign Account & Asset Tax Reporting (.5)

  CIS   145   Introduction to DevOps (3)

  LACI   100   Leadership Study (2)
                      ($25 materials fee)

  MATH 880MA CSM Math (2)

- **Course Modifications**

  CIS   140   R Programming for Big Data (4)

                      (Further discussion of recommended preparation of MATH 190 or MATH 120)

  DRAF   122   Computer-Aided Drafting II
                      (Change in hours)

  ETHN   106   Oceania & the Arts (3)
                      (Addition of recommended preparation, proposed for CSM GE Requirements: E5b Social Science and E5c Humanities)

V. Open Agenda

- Distance Education Regular Effective Contact Policy for Hybrid and Online Courses
- Course Design Rubric for the Online Education Initiative