

# College of San Mateo

Committee on Instruction  
March 10, 2016 (2:15 p.m.)

## MINUTES

### Members Present

Chair	Teresa Morris
Business/Technology	Melissa Green
Creative Arts/Social Science Division	Judith Hunt, Nico van Dongen
Kinesiology Division	Shana Young
Library	Jiaolan Renee Bu
Language Arts Division	Amy Sobel, Anne Stafford
Math/Science Division	Chris Smith, Christopher Walker
Student Services	Martin Bednarek
ASCSM	James Roe

### Absent/Excused

Student Services Division	Mary Valenti
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### Non-Voting Members

Sandra Comerford, Ada Delaplaine, Marsha Ramezane, Niruba Srinivasan

### Other Attendees

James Carranza, Laura Demsetz, Mick Sherer, Andreas Wolf

Chair, Teresa Morris called the meeting to order at 2:20 p.m.

***Motion was MSCU to approve the March 10, 2016 agenda with one revision: PSYC 225 moved from Consent to Substantive***

### Action Items

#### **Motion was MSCU to approve the revised Consent Agenda**

- **Approval of February 25, 2016 Minutes**
- **Course Modifications**
  - NURS 245 Nursing Skills Lab IV (.5)  
(Changes in SLOs, assignments, evaluation, and textbooks)
  - PSYC 110 Courtship, Marriage and the Family (3)  
(Changes in description, SLOs, objectives, assignments, and textbooks)

## 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**

- ART 409 Sculpture III Extended Expertise (3) - **approved**  
(\$30 materials fee)
- ART 410 Sculpture IV Advanced Expression (3) - **approved**  
(\$30 materials fee)
- ART 417 Ceramics Glaze (3) - **approved**  
(\$30 materials fee)
- ART 418 Ceramics III (3) - **approved**  
(\$30 materials fee)
- KINE 110 Care and Prevention of Athletic Injuries (3) - **approved with GE**  
(Proposed for GE area: E1 Lifelong Learning and Self-Development)  
*Approved with change in GE area to E5d: Career Exploration and Self-Development*
- LIT. 150 Crime and Detective Fiction (3) - **approved with GE**  
(Proposed for GE area: E2b English, Literature, Speech Communication)  
*Approved with changes in SLOs: take out SLO B and move to Assignments; rephrase SLO C to start with "Analyze themes and techniques..."; GE areas E2b: English, Literature, Speech Communication; E2c: Communication and Analytical Thinking; and E5c: Humanities.*
- LIT. 155 Comics and the Graphic Novel (3) - **approved with GE**  
(Proposed for GE area: E2b English, Literature, Speech Communication)  
*Approved with change in catalog description: add "critical papers" to last line; modify SLO C: remove "and in the form of..."; GE areas E2b English, Literature, Speech Communication; E2c: Communication and Analytical Thinking; and E5c: Humanities.*
- LIT. 156 Science Fiction and Fantasy Literature (3) - **approved with GE**  
(Proposed for GE area: E2b English, Literature, Speech Communication)  
*Approved with modification of SLO C: remove "in the form of..."; GE areas E2b English, Literature, Speech Communication; E2c: Communication and Analytical Thinking; and E5c: Humanities.*

There was a discussion on the critical writing paper requirement for LIT. courses. The English Department will be asked to submit a memo to COI to signify their intent on critical paper writing and other options, for consistency purposes.

- **Course Modifications**

- DRAF 122 Computer-Aided Drafting II (3) - **approved**  
 (Changes in hours, assignments, and textbook)  
*Approved with additional faculty review of SLO H: modify or delete - it's duplicated in objectives. Also, there is a fragment "CAD drawings" at end.*
- KINE 103 Social Issues in Sport (3) - **approved with GE; disciplines: KINE and SOCI**  
 (DE supplement, proposed for GE areas: E5b Social Science and DSI Social Institutions, and Discipline Assignment)  
*Approved with addition of SOCI to discipline area, GE area E5b: Social Science, and correction of typos.*
- LIT. 101 Twentieth-Century Literature (3) - **approved**  
 (Changes in prerequisite and SLOs)
- LIT. 113 The Novel (3) - **approved**  
 (Changes in prerequisite and SLOs)
- LIT. 115 The Short Poem in English: A Survey (3) - **approved**  
 (Changes in prerequisite and SLOs)
- LIT. 201 American Literature I (3) - **approved**  
 (Changes in prerequisite, SLOs, and textbooks)
- LIT. 220 Introduction to World Literature (3) - **approved**  
 (Changes in prerequisite and SLOs)
- LIT. 231 Survey of English Literature I (3) - **approved**  
 (Changes in prerequisite and SLOs)
- LIT. 232 Survey of English Literature II (3) - **approved**  
 (Changes in prerequisite and SLOs)
- LIT. 251 Women in Literature (3) - **approved**  
 (Changes in prerequisite and SLOs)
- LIT. 430 Greek Mythology and Classical Literature (3) - **approved**  
 (Changes in prerequisite, SLOs, and assignments)  
*Approved with addition to description: Reading, discussion, critical papers and analysis.*
- PSYC 225 Theories of Personality (3) - **approved**  
 (Changes in description, SLOs, objectives, assignments, and textbooks)  
*Approved with addition of ESL 400 to recommended preparation.*
- PSYC 300 Social Psychology (3) - **approved**  
 (Changes in prerequisite, recommended preparation, description, SLOs, objectives, assignments, and textbooks)  
*Approved with addition of ESL 400 to recommended preparation.*

- **Course Modification - By Memo - approved**

Change of course title: FITN 301.1, 301.2, 301.3, and 301.4 from Spinning I, II, III, and IV to Indoor Cycling I, II, III, and IV

**Open Agenda - *postponed***

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

**Meeting adjourned at 4:02 p.m.**