

College of San Mateo

Committee on Instruction
October 27, 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
Language Arts Division	Fermin Irigoyen
Library	Kalina Tabatt
Math/Science Division	Chris Smith, Christopher Walker
Student Services	Martin Bednarek, Mary Valenti
ASCSM	Natalia Gomez

Absent/Excused

Language Arts Division	Jeremy Wallace
------------------------	----------------

Non-Voting Members

Ada Delaplaine

Excused Non-Voting Members

Sandra Comerford, Marsha Ramezane,
Niruba Srinivasan

Other Attendees

Diana Bennett, Laura Demsetz, Lee Miller,
Michelle Schneider

Chair, Teresa Morris called the meeting to order at 2:18 p.m.

Motion was MSCU to approve the revised October 27, 2016 agenda.

Action Items

Motion was MSCU to approve the revised Consent Agenda

- **Approval of October 13, 2016 Minutes**
- **Course Modifications**
 - BUS. 401 Business Communications (3)
(DE update; changes in SLOs, objectives, and text)

ELEC	422	Introduction to Programmable Logic Controllers (4) (Changes in content, assignments and texts)
ELEC	442	Electronic and Pneumatic Process Control Systems (4) (Changes in objectives, content, methods of instruction, assignments, evaluation, and texts)
ELEC	445	Industrial Data Communications Systems (4) (Changes in description, content, assignments, and texts)
FIRE	715	Principles of Emergency Services (3) (Required 2-year update: no changes)
FIRE	787	Emergency Medical Technician: Basic – Refresher (.5 – 1.5) (Change in content)
FIRE	796	Emergency Medical Technician: Basic (10) (Change in text)
FIRE	810	Firefighter Cadet I (3) (Required 2-year update: no changes)
NURS	211	Introduction to Nursing (4.5) (Change in texts)
NURS	221	Pediatric Nursing (4.5) (Change in texts)
NURS	225	Nursing Skills Lab II (.5) (Changes in assignments and texts)
R.E.	141	Real Estate Appraisal: Basic (3) (Changes in description, SLOs, objectives, content, methods of instruction, assignments, evaluation, and text)
VARS	400	Women’s Varsity Water Polo (3) (Changes in SLOs, methods of instruction, assignments, evaluation, and texts)

- **Course Deactivations**

ART	236	Chinese Brush Painting I
ART	240	Chinese Brush Painting I

- **Program Modifications**

- Fine Arts: General Studio Art – AA Degree (removing ART 236 and ART 240 – being banked; changes in course numbers and titles: ART 201 to 204 and ART 202 to 205)
- Studio Art – AA-T (removing ART 236 – being banked; changes in course numbers and titles: ART 201 to 204 and ART 202 to 205)

- **Proposed policy: automatically adding ESL 400 when ENGL 838 or ENGL 848 is the recommended preparation**

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**

- DGME 170 Digital Advertising (3) - **approved**
(DE supplement)
- DGME 680MB Digital Advertising (3) - **approved**
- MATH 225 Path to Calculus (6) – **approved with GE**
(Proposed for GE Area C1: Math/Quantitative Reasoning Basic Competency)
Approved with a change in the description: “This course combines the topics of Trigonometry and Pre-Calculus and is designed to fulfill the requirements of both courses as a prerequisite for MATH 251.”

- **Course Modifications**

- AJPS 107 Basic Police Academy (22) - **approved**
(Changes in prerequisite, SLOs, objectives, content, and texts)
- FIRE 714 Wildland Fire Control (3) - **approved**
(Change in recommended preparation)
- FIRE 720 Fire Prevention (3) - **approved**
(Change in recommended preparation)
- FIRE 725 Fire Apparatus and Equipment (3) - **approved**
(Changes in recommended preparation and text)
- FIRE 730 Fire Behavior and Combustion (3) - **approved**
(Change in recommended preparation)
- FIRE 740 Building Construction for Fire Protection (3) - **approved**
(Removal of prerequisite, changes in recommended preparation and text)
- FIRE 745 Fire Protection Systems (3) - **approved**
(Change in recommended preparation)
- FIRE 748 Firefighter Safety & Survival (3) - **approved**
(Removal of prerequisite, change in recommended preparation)
- FIRE 770 Fire Service Career Prep (3) - **approved**
(Change in recommended preparation)
- FIRE 789 Recruit Firefighter Training (15.5) - **approved**
(Change in prerequisites)
- FIRE 793 Firefighter I Academy (12) - **approved**
(Changes in prerequisite, content, methods of instruction, assignments, evaluation, and text)
- FIRE 811 Firefighter Cadet II (3) - **approved**
(Change in prerequisite)
- FIRE 812 Firefighter Cadet III (3) - **approved**
(Change in prerequisite; change in hours)

- ART 200 Portfolio Preparation (3) - **approved**
(Changes in hours, content, and assignments; removal of TBA)
- ART 204 Drawing I (3) – **approved**
(Changes in course number, title, hours, description, SLOS, objectives, content, assignments, and texts; removal of TBA; proposed for GE area: E5c Humanities)
GE discussion postponed to 11-10-16 meeting.
- ART 205 Drawing II (3) – **approved**
(Changes in course number, title, hours, prerequisite, recommended preparation, description, SLOs, objectives, content, assignments, evaluation, and texts; removal of TBA; proposed for GE area E2c Communication and Analytical Thinking)
GE discussion postponed to 11-10-16 meeting.
- ART 206 Expressive Figure Drawing and Portraiture (3) - - **approved**
(Changes in hours, recommended preparation, content, assignments, and texts; removal of TBA)
- ART 207 Life Drawing (3) - **approved**
(Changes in hours, prerequisite, SLOs, content, assignments, and texts; removal of TBA)
- ART 208 Portrait Drawing I (3) - **approved**
(Changes in hours, content, and assignments; removal of TBA)
- ART 209 Portrait Drawing II (3) - **approved**
(Changes in hours, content, and assignments; removal of TBA)
- ART 213 Life Drawing II (3) - **approved**
(Changes in hours, content, and assignments; removal of TBA)
- ART 214 Color (3) - **approved**
(Changes in hours, content, and assignments; removal of TBA)
- ART 223 Oil Painting I (3) – **approved**
(Changes in hours, recommended preparation, content, and assignments; removal of TBA)
- ART 224 Oil Painting II (3) – **approved**
(Changes in hours, recommended preparation, objectives, content, assignments, and texts; removal of TBA)
Approved with switch of SLOs and course objectives.
- ART 225 Acrylic Painting I (3) - **approved**
(Changes in hours, recommended preparation, objectives, content, assignments, and texts; removal of TBA)
Approved with switch of SLOs and course objectives.
- ART 226 Acrylic Painting II (3) - **approved**
(Changes in hours, content, and assignments; removal of TBA)
- ART 231 Watercolor I (3) – **approved**
(Changes in hours, recommended preparation, SLOs, objectives, content, assignments and texts; removal of TBA)
Approved with switch of SLOs and course objectives.

ART	232	Watercolor II (3) - approved (Changes in hours, content, methods of instruction, assignments, and texts; removal of TBA)
ART	233	Watercolor III (3) - approved (Changes in hours, SLOs, content, and assignments; removal of TBA)
ART	243	Watercolor IV (3) - approved (Changes in hours, content, and assignments; removal of TBA)
ART	247	Oil Painting IV (3) - approved (Changes in hours, content, and assignments; removal of TBA)
ART	251	Acrylic Painting III (3) - approved (Changes in hours, SLOs, content, and assignments; removal of TBA)
ART	252	Acrylic Painting IV (3) - approved (Changes in hours, content, and assignments; removal of TBA)
ART	301	Two-Dimensional Design (3) - approved (Changes in hours, SLOs, content, methods of instruction, assignments, and text; removal of TBA)
ART	315	Mixed Media Art (3) - approved (Changes in hours, SLOs, content, assignments, and text; removal of TBA)
ART	316	Mixed Media Art 2 (3) - approved (Changes in hours, SLOs, content, assignments, and text; removal of TBA)
ART	317	Mixed Media Art 3 (3) - approved (Changes in hours, SLOs, content, assignments, and text; removal of TBA)
ART	401	Three-Dimensional Design (3) - approved (Change in hours)
ENGR	260	Circuits and Devices (4) - approved (DE update, changes in prerequisites, recommended preparation, SLOs, objectives, content, methods of instruction, assignments, evaluation, and texts)
MATH	251	Calculus with Analytic Geometry I (5) - approved (Changes in prerequisites and texts)
PLSC	100	Introduction to Political Science (3) - approved (New DE supplement; changes in description, SLOs, objectives, methods of instruction, assignments, and texts)
PLSC	110	Contemporary Foreign Governments (3) - approved (New DE supplement) <i>Approved with revisions to SLOs and objectives A and B to replace "regime" with "political system".</i>
PLSC	130	International Relations (3) - approved (New DE supplement, change in texts)
PLSC	150	Introduction to Political Thought (3) – proposal returned for SLO review, will return to COI under consent agenda (New DE supplement)

There was a discussion on matching SLOs to C-ID objectives. C-ID descriptors don't have SLOs; they have course objectives listed. SLOs are evaluated locally; faculty can decide on the SLOs. C-ID reviewers look at course objectives for substance. One suggestion presented was to switch the position of instructional objectives and SLOs on the COR form.

- **Program Modification**

- Political Science – AA-T (Changes in description, PLOs, and courses: adding PLSC 200 to core units; removing PLSC 100 from List A and adding to List B; removing PLSC 210 from core units and adding to List B) - - **approved**

Approved with revision to add: "Note: Upon transfer to a U.C. campus, students who have completed both PLSC 200 and PLSC 210 will receive transfer credit for only one 3-unit course."

Open Agenda

- Program Proposals
- GE Areas - Sub-committee - for spring

Meeting adjourned at 3:59 pm.