

# College of San Mateo

Committee on Instruction  
February 23, 2017 (2:15 p.m.)

## MINUTES

### Members Present

Chair	Teresa Morris
Academic Support and Learning Technologies	Ron Andrade
Business/Technology	Melissa Green
Creative Arts/Social Science Division	Judith Hunt
Kinesiology Division	Shana Young
Language Arts Division	Fermin Irigoyen, Jeremy Wallace
Library	Kalina Tabatt
Student Services	Martin Bednarek, Mary Valenti
ASCSM	Natalia Gomez

### Absent/Excused

Creative Arts/Social Science Division	Nico van Dongen
Math/Science Division	Chris Smith, Christopher Walker

### Non-Voting Members

Sandra Comerford, Ada Delaplaine, Marsha Ramezane, Alma Gomez

### Excused Non-Voting Members

Niruba Srinivasan

### Other Attendees

Laura Demsetz

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

***Motion was MSCU to approve the revised February 23, 2017 agenda. Addition of COI Membership as an open agenda item.***

### Action Items

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

- **Approval of February 9, 2017 Minutes**
- **Course Modifications**
  - AQUA 133.1 Individual Swim Conditioning I (.5-1)  
(Changes in SLOs and text)

AQUA 133.2 Individual Swim Conditioning II (.5-1)  
(Changes in SLOs and text)

AQUA 133.3 Individual Swim Conditioning III (.5-1)  
(Changes in SLOs and text)

AQUA 133.4 Individual Swim Conditioning IV (.5-1)  
(Changes in SLOs and text)

DANC 121.1 Modern Dance I (.5-1)  
(Change in SLOs)

DANC 121.2 Modern Dance II (.5-1)  
(Change in SLOs)

DANC 121.3 Modern Dance III (.5-1)  
(Change in SLOs)

DANC 121.4 Modern Dance IV (.5-1)  
(Change in SLOs)

DANC 130.1 Jazz Dance I (.5-1)  
(Change in SLOs)

DANC 130.2 Jazz Dance II (.5-1)  
(Change in SLOs)

DANC 130.3 Jazz Dance III (.5-1)  
(Change in SLOs)

DANC 130.4 Jazz Dance IV (.5-1)  
(Change in SLOs)

DANC 140.1 Ballet I (.5-1)  
(Change in SLOs)

DANC 140.2 Ballet II (.5-1)  
(Change in SLOs)

DANC 140.3 Ballet III (.5-1)  
(Change in SLOs)

DANC 140.4 Ballet IV (.5-1)  
(Change in SLOs)

FITN 134 Track and Trail Aerobics (.5-1)  
(Change in SLOs)

FITN 235.1 Boot Camp I (.5-1)  
(Changes in SLOs and text)

FITN 235.4 Boot Camp IV (.5-1)  
(Changes in SLOs and text)

LIT. 809 Bible as Literature (3)  
(Changes in SLOs, assignments, and texts)

- **Course Deactivations**

DANC 152 Cuban Roots of Salsa

KINE 120 First Aid/CPR

- **Program Modification**

Digital Media: Web Design/Multimedia – AA Degree (Changes in required courses)

### **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 110 Photoshop Fundamentals (.5) - **approved**  
(DE supplement)

DGME 111 Dreamweaver Fundamentals (.5) - **approved**  
(DE supplement)

HUM. 650 Study Abroad Life and Culture, A Humanities Perspective (3)- **denied**  
There was a discussion on the revisions needed for this course, including revising the SLOs and content. It was recommended that the course be proposed as an experimental course under GBST.

LIT. 266 African American Literature (3) – **approved with GE**  
(Proposed for GE areas: E2b English, literature, Speech Communication; E2c Communication and Analytical Thinking; E5c Humanities)  
*Approved with changes in the content and representative texts.*

- **Course Modifications**

CIS 151 Networks and Digital Communication (3) - **approved**  
(DE update; changes in hours, prerequisites, recommended preparation, methods of instruction, assignments, evaluation, and texts)  
*Approved with the removal of the prerequisite and changes in the recommended preparation to “CIS 110 or work experience in the IT field” and “Eligibility for ENGL 838 or ENGL 848”.*

DGME 250 Internship (3) - **approved**  
(New DE supplement; changes in title, hours, prerequisites, recommended preparation, description, SLOs, objectives, content, assignments, evaluation, and texts)

- **GE Consideration**

FILM 140 Contemporary World Cinema (4) – **approved for GE**  
(Proposed for GE area: E5c Humanities)

IDST 110 College 1 (3) - **approved for GE**  
(Proposed for GE Area E5d: Career Exploration and Self-Development)

P.E. 101 Theory of Baseball (3) – **denied for GE**  
(Proposed for GE Area: E5d Career Exploration and Self-Development)

P.E. 106 Theoretical Analysis of Softball (3) – **denied for GE**

(Proposed for GE Area: E5d Career Exploration and Self-Development)

- **Open Agenda**

- Memo: Addition of a Local Associate Degree GE Pattern Option – **postponed**

- Memo: Aligning General Education Course Options for the Local Associate Degree with CSU GE Course Options

There was a discussion on the proposal to align GE course options for the local associate degree with CSU GE options. Marsha Ramezane, Articulation Officer, explained that in cases where CSUs approved courses for their CSU GE areas, it seems logical to have those courses listed in the same areas as our local GEs. (See attached memo.) An example is PSYC 105 which was approved for CSU Life Science but does not show up in the CSM Natural Science area. If the memo is approved, PSYC 105 will appear in the Natural Science area for Fall 2017. Changes would be helpful to students planning to transfer or applying for an AA degree.

A member requested that the Articulation Officer verify a match between the proposed courses' local GE placement SLOs and the CSU GE placement. Marsha willingly agreed to review the courses for matches. COI members can check the GE patterns for courses that are being updated to match the GE areas. Currently, there is no process for looking back at GE placements for courses that have been updated.

Going forward, the Articulation Officer will provide an annual GE alignment memo at the COI meeting in May. A few changes including typo corrections are needed prior to a vote on the memo. It will return as an action item at the next meeting. There will be another memo at the meeting in May with new courses or other changes.

There have been conversations about modifying the local GE pattern to align with Title 5.

- COI Membership - **postponed**

**Announcement:**

- The March 23, 2017 meeting is cancelled.

**Meeting adjourned at 4:01 pm.**