College of San Mateo

Committee on Instruction
April 27, 2017 (2:15 p.m.)

MINUTES

Members Present
Chair	Teresa Morris
Academic Support and Learning Technologies	Ron Andrade
Creative Arts/Social Science Division	Judith Hunt, Nico van Dongen
Kinesiology Division	Shana Young
Language Arts Division	Fermin Irigoyen, Jeramy Wallace
Library	Kalina Tabatt
Math/Science Division	Chris Smith, Christopher Walker
Student Services	Mary Valenti

Absent/Excused
Business/Technology	Melissa Green
Student Services	Martin Bednarek
ASCSM	Natalia Gomez

Non-Voting Members	Sandra Comerford, Ada Delaplaine, Niruba Srinivasan, Alma Gomez

Excused Non-Voting Members	Marsha Ramezane

Other Attendees	Laura Demsetz, Kathy Ross

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

Motion was MSCU to approve the revised April 27, 2017 agenda. *Discussion on COUN 114 and COUN 115 is postponed to the next meeting. Quorum was added to the Open Agenda.*

Action Items

Motion was MSCU to approve the Consent Agenda.

- **Approval of March 9, 2017 Minutes**
- **Approval of April 13, 2017 Minutes**

- **Course Modifications**
  BLDG   775   Introduction to Residential Dwelling Inspection Technology (3)

(Changes in description, SLOs, objectives, methods of instruction, assignments, evaluation, and texts)

BLDG 790 Blueprint Reading for Construction (3)
(Changes in description, assignments, evaluation, and texts)

CIS 278 (CS1) Programming Methods: C++ (4)
(DE update; change in texts)

COSM 758 Advanced Techniques/Photo Shoot (3.5)
(Changes in description, SLOs, objectives, methods of instruction, assignments, evaluation, and texts)

COSM 759 Advanced Techniques/Hair Specialties (3.5)
(Changes in title, description, SLOs, objectives, methods of instruction, assignments, evaluation, and texts)

CRER 126 Career Choices I: Career Assessment (.5)
(Changes in SLOs and objectives)

CRER 127 Career Choices II: Job Search (.5)
(Change in SLOs)

GEOL 100 Survey of Geology (3)
(Changes in SLOs and text)

R.E. 100 Real Estate Principles (3)
(Changes in description, SLOs, objectives, content, methods of instruction, assignments, evaluation, and text)

- **Course Deactivation**
  DGME 212 Media Design II: Photoshop (3)

- **Course Deactivations – by memo**
  ART 201 Drawing and Composition I (3)
  ART 202 Drawing and Composition II (3)
  DGME 213 Media Design III: Advanced Illustrator & Photoshop (3)

- **Program Modifications**
  - Cosmetology - AA Degree (Changes in description, career opportunities, PLOs, and course titles)
  - Cosmetology - CA (Changes in description, career opportunities, PLOs, and course titles)
  - Web and Mobile Application Development - AS Degree (Change in title - CIS 111; removing DGME 212 - proposed for banking)
  - Web and Mobile Application Development - CA (Change in title - CIS 111; removing DGME 212 - proposed for banking)

- **Program Modification – by memo**
  - Studio Art - AA-T (Technical changes to update course titles, remove banked courses, and revise elective 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**
  COUN 115   Transfer Essentials II (.5) - **postponed**
                  (Proposed for GE area E5d: Career Exploration and Self-Development)
  GBST 680MA Study Abroad Life and Culture (3) – ***approved***
                  Approved with changes in Assignments. The Chair offered to invite someone to do a Study Abroad presentation in Academic Senate or COI. The ability to study abroad could be useful for the Global Studies degree.

- **Course Modification**
  COUN 114   Transfer Essentials I (1) - **postponed**
                  (Changes in title, units, hours, description, SLOs, objectives, content, assignments, and evaluation)

- **Course Modifications – by memo**
  ART   315   Mixed Media Art (3) - ***approved***
                  (Replace DGME 212 with DGME 110 as recommended preparation)
  DGME 164   User Interface/User Experience Design (3) - ***approved***
                  (Replace DGME 212 with DGME 110 as recommended preparation)
  DGME 167   Web Design I (3) - ***approved***
                  (Replace DGME 212 with DGME 110 as recommended preparation)
  DGME 168   Web Design II (3) - ***approved***
                  (Replace DGME 212 with DGME 110 as recommended preparation)

- **New Programs**
  - Residential Building Inspection - Certificate of Specialization – ***approved***
    The courses in this certificate are entry-level classes; the program can potentially be completed in 2 semesters.
  - Commercial Building Inspection - Certificate of Specialization – ***approved***
    The courses in this program cover more difficult/denser material. It is a night only program.
  - Critical Pacific Islands and Oceania Studies - Certificate of Specialization - ***approved***
  - Global Studies - AA-T - ***approved***
    Approved with a change to "At least four of the five areas below…"

- **Program Modifications**
  - Building Inspection- AS Degree (Addition of description and career opportunities; change in PLOs; technical correction in units) - ***approved***

- Film - AA Degree (Addition of description, change in units) - ***approved***
- Film, Television, and Electronic Media - AS-T (Change in units, update in DGME 101 title)- ***approved***

- **Program Modification – by memo**
  - Fine Arts: General Studio Art - AA Degree (Technical changes to update units and course titles, remove banked courses, and add elective courses) - ***approved***

- **Open Agenda**
  - Memo: Addition of a Local Associate Degree GE Pattern Option
    Discussion on this memo is postponed to the May meeting. The Chair hopes to send out the list of pros and cons prior to the division meetings. She encouraged everyone to present information to their departments for discussion. It should be emphasized that this is a conversation; this is not decided. Details on the differences in requirements, and the impact of the proposed changes would be helpful to divisions. Some of the areas in which the CSU GE and IGETC patterns differ from the CSM GE pattern include the requirements for science lab, math, and competency.

    The Registrar, Niruba Srinivasan, shared some information from a meeting she recently attended that included discussions on common assessments. The catalog contains language on satisfying the Math competency requirement for the Associate in Arts/Science degrees through SMCCD math placement testing. Students who place into a Math higher than Math 120 don't need to take a Math class; competency is satisfied by the placement test results. With common assessments, we will be placing students based on their high school classes. Niruba inquired about approving these for competency – these are not college courses. Is it acceptable to have a competency requirement that is satisfied by something other than a college experience? Under multiple measures, the student will not take a Math placement test at SMCCD; high school transcripts are reviewed. We may need language to affirm math competency in some cases. English competency is not affected.

    Niruba asked the group to keep this information in mind as we go through the process. Larger conversations are needed; there are other impacts.

  - Quorum
    The definition of quorum is 50% plus 1. Divisions are supposed to have 2 representatives each but some have only one. The Chair will request a revision to the Academic Senate bylaws to set the quorum for COI based on the actual number of assigned representatives, following the 50% plus 1 rule.

Meeting adjourned at 3:23 pm.