

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

College of San Mateo

Committee on Instruction

April 26, 2018 (2:15 p.m.)

Building 10, Room 468

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 April 12, 2018 Minutes**

- **Course Modification**

- NURS 232 Medical/Surgical Nursing (5)
(Changes in content, assignments, and texts)

- **Course Modification by Memo**

- MGMT 306 Essentials of Facility Management (3)
Addition of Building Maintenance as a discipline assignment

- **Program Modifications**

- Addiction Studies – AA Degree (Changes in description, career opportunities, PLOs, and course requirements)
 - Addiction Studies – Certificate of Achievement (Change in description, addition of career opportunities, changes in course requirements)
 - Communication Studies – Certificate of Specialization (Addition of description, addition of COMM 115 as an elective course)
 - Ethnic Studies – AA Degree (Changes in required core courses and selective courses)

- Film, Television, and Electronic Media – AS-T (Removal of FILM 277 [being banked] as a selective course)
- Electronic Music – AA Degree (Addition of new selective courses: MUS. 210 and MUS. 296)
- Electronic Music – Certificate of Achievement (Addition of new selective courses: MUS. 210 and MUS. 296)
- Music – AA Degree (Addition of 2 new selective courses: MUS. 124 and MUS. 210)

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 Course**

COMM 115 Survey of Human Communication (3)
(Proposed for GE areas: E2b English, literature, Speech Communication; E2c Communication and Analytical Thinking; E5d Career Exploration and Self-Development)

- **Course Modifications**

BUS. 125 International Business (3)
(New DE supplement; changes in SLOs and texts)

BUS. 150 Entrepreneurship – Small Business Management (3)
(New DE supplement; changes in SLOs and texts)

BUS. 171 The Entrepreneurial Mindset (1.5)
(New DE supplement; change in SLOs)

BUS. 180 Marketing (3)
(New DE supplement; changes in SLOs and texts)

BUS. 295 Computer Systems in Business (4)
(New DE supplement; changes in description, SLOs, and texts)

COUN 111 College Planning (1)
(New DE supplement)

COUN 114 Transfer Essentials I (1)
(New DE supplement)

COUN 115 Transfer Essentials II (.5)
(New DE supplement)

MATH 242 Applied Calculus II (3)
(Removal of DE; changes in methods of instruction, evaluation, and text)

- **New Programs**

- Individual Tax Professional – Certificate of Specialization
- Athletic Coaching Certificate – Certificate of Specialization
- Law, Public Policy, and Society – AA-T
- Child and Adolescent Development – AA-T
- Pre-Counseling – Certificate of Achievement

- Psychology – AA Degree
- Psychology: Pre-Counseling – Certificate of Specialization

- **Approval of Discipline Assignments**

V. Open Agenda

- Continuation of GE discussions