

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

Revised 5-9-18

College of San Mateo

Committee on Instruction

May 10, 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 26, 2018 Minutes**

- **Course Modifications**

- DRAF 110 SolidWorks I (3)
(Changes in SLOs and texts)
- ELEL 741 Electrical Apprenticeship I (3.5)
(2 year update requirement; no changes)
- ELEL 742 Electrical Apprenticeship II (3.5)
(2 year update requirement; no changes)
- ELEL 743 Electrical Apprenticeship III (3.5)
(2 year update requirement; no changes)
- ELEL 744 Electrical Apprenticeship IV (3.5)
(2 year update requirement; no changes)
- ELEL 745 Electrical Apprenticeship V (3.5)
(2 year update requirement; no changes)
- ELEL 746 Electrical Apprenticeship VI (3.5)
(2 year update requirement; no changes)
- ELEL 747 Electrical Apprenticeship VII (3.5)
(2 year update requirement; no changes)

ELEL	748	Electrical Apprenticeship VIII (3.5) (2 year update requirement; no changes)
ELEL	749	Electrical Apprenticeship IX (3.5) (2 year update requirement; no changes)
ELEL	750	Electrical Apprenticeship X (3.5) (2 year update requirement; no changes)
NURS	241	Advanced Medical/Surgical Nursing (5) (Changes in content, methods of instruction, assignments, evaluation, and texts)
Generic	690	Special Projects (1 or 3) (Update requirement; no changes)

- **Course Modifications by Memo**

Memo for courses affected by the banking of READ 825

- **Course Deactivations**

DENT	743	Coronal Polish
DENT	744	Dental Sealants
DSKL	817	Assistive Computer Access
FILM	277	Film and Literature
FILM	815	Film and New Digital Media
LIT.	277	Film and Literature
READ	825	Introduction to College Reading

- **Course Deactivations by Memo**

Memo to deactivate experimental and 665 courses that have been approved as permanent courses

- **Program Modifications**

- Art History – AA-T (Removal of banked course ART 315; ART 104 title change)
- Biology – AS Degree (Change in description)
- Biology: Pre-Nursing – AS Degree (Change in description)
- Psychology - AA-T (Changes in courses)

- **Program Modifications by memo**

- Technical memo for programs affected by: the banking of FILM 277, LIT. 277, KINE 301, and MUS. 455; unit changes in MUS. 429 and MUS. 454

- **Program Deactivations**

- Biology: Biotechnology – AS Degree
- Biology: General – AS Degree
- Biology: Medical – AS Degree

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**

- VAR 680MA Beach Volleyball: Women (3)
(Proposed for GE area: E4 Physical Education)

- **Course Modification**

- BUS. 295 Computer Systems in Business (4)
(New DE supplement; changes in description, SLOs, and texts)
This course was reviewed at the 4/26/18 meeting. There was a recommendation to revise the description.

- ESL 898 Comprehensive Grammar Review for Non-Native Speakers (3)
(New DE supplement)

- PSYC 121 Basic Statistical Concepts (3)
(New DE supplement; changes in objectives, content, methods of instruction, assignments, evaluation, and texts)

- **New Programs**

- Preparation for a Master's Degree in Accounting – Certificate of Specialization
 - Preparation for a Master's Degree in Taxation – Certificate of Specialization
 - Athletic Coaching Certificate – Certificate of Specialization
 - Global Perspectives – Certificate of Achievement

- **Memorandum on banking of experimental and 665 Courses**

- **Amendment and Addition to Discipline List 4/26/2018**

V. Open Agenda

- Continuation of GE discussions