

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 9-12-17

# College of San Mateo

Committee on Instruction

September 14, 2017 (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 May 11, 2017 and August 24, 2017 Minutes**
- **Course Modifications**
  - BIOL 110 General Principles of Biology (4)  
(Changes in description, objectives, content, methods of instruction, assignments, evaluation, and texts; addition of materials fee)
- **Course Modification – by memo**
  - Removal of TBA hours from ARCH 680MB
  - Removal of TBA hours from PHYS 220 and PHYS 270
- **Course Deactivations**
  - NURS 264 Perioperative Nursing (7)
  - NURS 265 Perioperative Nursing Preceptorship (10)
- **Program Modifications – by memo**
  - Technical memo for catalog cleanup

### 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.*

- **Approval of 2017 – 2018 Committee on Instruction goals**
  
- **Open Agenda**
  - ~~SLO Policy~~
  - Additional training
  - Discipline assignments