

# College of San Mateo

Committee on Instruction  
February 8, 2018 (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	Nico van Dongen
Kinesiology Division	Shana Young
Language Arts Division	Fermin Irigoyen, David Laderman
Library	Matthew Montgomery
Math/Science Division	Chris Smith
Student Services	Martin Bednarek, Mary Valenti

### Absent/Excused

Business/Technology	Kamran Eftekhari
Creative Arts/Social Science Division	Judith Hunt
Math/Science Division	Christopher Walker
ASCSM	Gabriela Topete Eng Goon

### Non-Voting Members

Sandra Stefani Comerford, Marsha Ramezane, Ada Delaplaine, Niruba Srinivasan, Alma Gomez

### Other Attendees

Laura Demsetz, Malathi Iyengar, Diana Bennett, Joan Walton

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

***Motion was MSCU to approve the February 8, 2018 agenda.***

### Action Items

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

- Approval of January 25, 2018 Minutes

- **Course Modifications**

- LIT. 823 American Literature I (3)  
(Changes in description and SLOs)
- LIT. 824 American Literature II (3)  
(Changes in description, SLOs, and objectives)
- LIT. 840 The Short Poem in English: A Survey (3)  
(Change in SLOs)
- MGMT 235 Supervisory Management (3)  
(Changes in method of grading, SLOs, and texts)
- NURS 615 Pharmacology for Nurses: Practical Applications (3)  
(DE update; changes in assignments and texts)

- **Program Modification**

- Studio Art – AA-T (ART 104 title change; addition of new selective course: ART 253; removal of banked course: ART 315)

### **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 680MC Radio Production Lab II (2) – **approved; no discipline assignment yet**  
*This course will have the same discipline assignment as Radio Production Lab I once it's determined.*
- ETHN 108 Rethinking Race, Gender, and Nation (3) – **approved with changes; GE approved; discipline assignment: Ethnic Studies**  
(Proposed for GE area: E5b Social Science)  
*Approved with revisions in the description, SLOs, and course objectives.*
- ETHN 109 Borders and Crossings (3) – **approved with GE; discipline assignment: Ethnic Studies**  
(Proposed for GE area: E5b Social Science)
- MUS. 124 Jazz Improvisation I (2) – **approved; discipline assignment: Music**
- MUS. 125 Jazz Improvisation II (2) – **approved; discipline assignment: Music**
- MUS. 296 Electronic Music Composition Portfolio I (1.5) – **approved; GE E5d approved; discipline assignment: Music**  
(Proposed for GE areas: ~~E5c Humanities and~~ E5d Career Exploration and Self-Development)
- MUS. 297 Electronic Music Composition Portfolio II (1.5) – **approved; GE E5d approved; discipline assignment: Music**  
(Proposed for GE areas: ~~E5c Humanities and~~ E5d Career Exploration and Self-Development)

- MUS. 866.1 Advanced Band III (3) – **approved; discipline assignment: Music**
- MUS. 866.2 Advanced Band IV (3) - **approved; discipline assignment: Music**
- MUS. 867.1 Advanced Choir III (3) - **approved; discipline assignment: Music**
- MUS. 867.2 Advanced Choir IV (3) - **approved; discipline assignment: Music**
- MUS. 868.1 Advanced Orchestra III (3) - **approved; discipline assignment: Music**
- MUS. 868.2 Advanced Orchestra IV (3) - **approved; discipline assignment: Music**  
*The Music 800 courses were originally numbered as 466.3, 466.4, 467.3, 467.4, 468.3, and 468.4 and were changed to 800 numbers per Marsha Ramezane, Articulation Officer's suggestion. These courses are intended for high school students with advanced skills levels. They are a continuation of Advanced Band/Choir/Orchestra levels II and III that already have CSU and UC approvals.*

- **Course Modifications**

- DANC 100 Dance Appreciation (3) – **approved with changes; discipline assignment: Dance**  
 (New DE supplement; changes in SLOs, content, methods of instruction, assignments, evaluation, and texts)  
*Approved with changes in the description and SLO B.*
- DGME 170 Digital Advertising (3) - **approved**  
 (DE update; changes in hours, description, and content)
- HIST 100 History of Western Civilization I (3) - **approved**  
 (New DE supplement; changes in description, SLOs, objectives, content, methods of instruction, assignments, evaluation, and texts)
- HIST 101 History of Western Civilization II (3) - **approved**  
 (New DE supplement; changes in description, SLOs, objectives, content, methods of instruction, assignments, evaluation, and texts)
- HIST 260 Women in American History (3) - **approved**  
 (DE update; change in SLOs; proposed for GE area: E1 Option 3.)
- MATH 242 Applied Calculus II (3) - **postponed**  
 (Removal of DE; changes in methods of instruction, evaluation, and text)
- MUS. 454 Jazz Workshop Big Band (1) - **approved**  
 (Changes in units, hours, content, methods of instruction, and assignments)

- **Course Reactivation**

- ESL 849 Listening and Speaking Workshop (.5) – **approved, with a change in the description; discipline assignment: English as a Second Language**  
 (Changes in title, description, objectives, content, methods of instruction, assignments, and texts)  
*David Laderman will ask Amy Sobel if there are other discipline assignments that can be added.*

- **New Program**

- Internet of Things (IoT) Programming – Certificate of Specialization - **approved**

**Announcements:**

- The next three meetings will be dedicated to GE discussions and workshops. The Chair will email instructions and documents for members to review prior to the meetings. COI members should bring any questions they have to the workshops. There was a request to specify what will be discussed at the first, second, and third meetings in the email.
- The Chair's plan is to get questions at the first meeting. At the second session, members will work on GE patterns in groups. We expect to draw a list of fixable problems. At the third session, we will discuss if we will be changing GE patterns.
- The Chair is soliciting feedback and input on the agenda for the GE discussions.
- The plan is to only have consent items on the agenda for the next three meetings, except for emergency cases.

**Meeting adjourned at 3:33 p.m.**