

# College of San Mateo

Committee on Instruction

April 12, 2018 (2:15 p.m.)

## MINUTES

### Members Present

Chair	Teresa Morris
Business/Technology	Melissa Green
Kinesiology Division	Shana Young
Language Arts Division	Fermin Irigoyen, David Laderman
Library	Matthew Montgomery
Math/Science Division	Christopher Walker, Christopher Smith
Student Services	Mary Valenti
ASCSM	Gaby Topete Eng Goon

### Absent/Excused

Academic Support and Learning Technologies	Ron Andrade
Business/Technology	Kamran Eftekhari
Creative Arts/Social Science Division	Judith Hunt, Nico van Dongen
Student Services	Martin Bednarek

### Non-Voting Members

Ada Delaplaine, Alma Gomez

### Excused Non-Voting Members

Sandra Stefani Comerford, Marsha Ramezane, Niruba Srinivasan

### Other Attendees

Deborah Laulusa

Chair, Teresa Morris called the meeting to order at 2:20 p.m.

***Motion was MSCU to approve the April 12, 2018 agenda.***

### Action Items

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

- **Approval of March 22, 2018 Minutes**
- **Course Deactivation**  
CHEM 100 Survey of Chemistry

## Open Agenda:

- Short Review of discipline assignments

The Chair presented the list of discipline assignments that have been submitted. Many of the discipline assignments match their course prefixes. Some courses do not have discipline assignments yet: READ, ESL, and CHEM. The division representatives will follow up on these. Some courses like IDST have multiple discipline assignments. The Chair has questions on some of the discipline assignments and will follow up with the divisions. Assigning disciplines could have unintended consequences, e.g., in relation to minimum qualifications for teaching. She will provide an update at the next meeting.

- New or amended SLOs for GE areas
- New or edited language for GE area narratives

Committee members were requested to review GE narratives and SLOs and provide feedback and make recommended changes. It has been observed that some of the SLOs are very generic and not very helpful. There was a recommendation to remove SLOs and start from scratch. The Chair noted that if a change in procedures is recommended, the committee may not need to match objectives as has been the practice. Doing a review and cleaning up procedures now could help when writing curriculum and help prepare for the implementation of Guided Pathways. Fermin Irigoyen has been reviewing and modifying the SLOs for ENGL and will send a copy of his recommendations to the Chair.

At a previous meeting, there had been suggestions to delete E2b: English, Literature, Speech Communication, or combine it with E2c. This will leave E2a: English Composition, and E2c: Communication and Analytical Thinking. The courses currently in E2b can be transferred to other areas.

There was a brief discussion on the Math and the ENGL 100 and 105 listings. Meeting the Math competency is different from meeting the GE Analytical Thinking component in E2c. Students can meet Math competency without ever taking a Math class. ENGL 100 and ENGL 105 are listed in all E2 areas: E2a, E2b, and E2c. COI will have further discussions on the Math and English competency areas.

COI is proposing the changes below to the GE pattern. These reflect the values that we think contribute to what is considered as a generally educated student.

E2a: English Composition

E2b: ~~English, Literature, Speech~~ Communication

E2c: ~~Communication and~~ Analytical Thinking

Changes need to be made to the narrative in E2c to remove references to Communication.

The Chair handed out copies of a section of the CSU/IGETC Guiding Notes for General Education Course Reviewers and requested COI members to review it. The definitions can be used to help place courses in the appropriate areas. She is working on drafting a generic statement for GE. She also requested members to hand in their notes on SLOs and narratives, for review and consolidation. Changes that we make affect other systems and processes, e.g. DegreeWorks.

At the next meeting, we will resume reviewing curriculum and discipline assignments and approving SLO changes. If time permits, we can have open agenda items. Discussions will be needed for GE area E5d.

**Meeting adjourned at 4:02 p.m.**