

College of San Mateo

Committee on Instruction

May 10, 2018 (2:15 p.m.)

MINUTES

Members Present

Chair	Teresa Morris
Creative Arts/Social Science Division	Nico van Dongen
Kinesiology Division	Shana Young
Language Arts Division	David Laderman
Library	Matthew Montgomery
Math/Science Division	Christopher Smith
Student Services	Martin Bednarek, Mary Valenti

Absent/Excused

Academic Support and Learning Technologies	Ron Andrade
Business/Technology	Kamran Eftekhari, Melissa Green
Creative Arts/Social Science Division	Judith Hunt
Language Arts Division	Fermin Irigoyen
Math/Science Division	Christopher Walker
ASCSM	Gaby Topete Eng Goon

Non-Voting Members

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

Excused Non-Voting Members

Niruba Srinivasan

Other Attendees

Laura Demsetz, Heidi Diamond, Katie Goldhahn, Bruce Maule, Michelle Schneider

Chair, Teresa Morris called the meeting to order at 2:22 p.m.

Motion was MSCU to approve the May 10, 2018 agenda.

Action Items

Motion was MSCU to approve the Consent Agenda.

- **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

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**
 VARS 680MA Beach Volleyball: Women (3) – **approved with removal of “Grade of C” from recommended preparation; discipline assignment: Coaching**
 (Proposed for GE area: E4 Physical Education)
- **Course Modifications**
 - BUS. 295 Computer Systems in Business (4) - **approved**
 (New DE supplement; changes in description, SLOs, and texts)
*The proposed recommendation to revise the description was postponed.
 There are plans to have CSM Business courses align with courses offered in the district.*
 - ESL 898 Comprehensive Grammar Review for Non-Native Speakers (3) - **approved**
 (New DE supplement)
 - PSYC 121 Basic Statistical Concepts (3) - **approved**
 (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 – **approved with modifications in the description**

- Preparation for a Master's Degree in Taxation – Certificate of Specialization – ***approved with modifications in the description***
- Athletic Coaching Certificate – Certificate of Specialization - ***approved***
- Global Perspectives – Certificate of Achievement - ***approved***
- **Memorandum on banking of experimental and 665 courses - *approved***
- **Amendment and Addition to Discipline List 4/26/2018 Assignments – *the lists were accepted by committee members***
- **Voting Chair for COI – *Teresa Morris was nominated and unanimously approved to chair the Curriculum Committee.***

Announcement: Academic Senate has approved the name change of the Committee of Instruction to Curriculum Committee. This will be effective Fall 2018.

Sandra Stefani Comerford, Vice President of Instruction, thanked all the members of the committee for their hard work throughout the year.

Open Agenda:

- Continuation of GE discussions - ***postponed***

Meeting adjourned at 3:53 p.m.