

**COMMITTEE ON INSTRUCTION**  
MINUTES  
January 26, 2012

Members Present

Chair	Teresa Morris
Business/Technology	Patricia Brannock, Stacey Grasso
Creative Arts/Social Science Division	Mike Galisatus
Kinesiology Division	Shana Young
Language Arts Division	George Kramm, Brandon Smith
Math/Science Division	Ken Brown, Barbara Uchida
Student Services	Martin Bednarek, Mary Valenti
ASCSM	Kat Alvarado

Non-Voting Administrators/Staff

Ada Delaplaine, Susan Estes, Arlene Fajardo,  
Marsha Ramezane

Other Attendees

Sarah Bolton, James Carranza, Laura Demsetz,  
Steve Gonzales, Melissa Green, David  
Laderman, Tim Maxwell, Kathy Ross, Michelle  
Schneider

Chair, Teresa Morris called the meeting to order at 2:16 p.m.

Motion was moved, seconded and carried unanimously (MSCU) to approve the Agenda, with the removal of CIS 479, 489 and 491.

Motion was MSCU to approve the Minutes of December 8, 2011 and January 12, 2012.

**Motion was MSCU to approve/accept the following Permanent Courses:**

***Business/Technology***

- ADMJ 108 Community Relations and the Justice System (3)  
(course revision – update SLOs, title change and minor changes)
- ADMJ 120 Criminal Investigation (3)  
(course revision - update SLOs and minor changes)
- ADMJ 185 Introduction to Forensic Science (3)  
(course revision - update SLOs and minor changes)

***BUSW course revisions accepted with the suggestion of adding review topics to section (8B); and adding wording on validation forms to include specific skills, i.e. navigation***

- BUSW 115 Windows Fundamentals II (1.5)  
(course revision – change prerequisite to recommended preparation)
- BUSW 215 Word Processing II Using Word for Windows (1.5)  
(course revision – change prerequisite to recommended preparation)

- BUSW 384 Business Presentations II Using Power Point for Windows (1.5)  
(course revision – change prerequisite to recommended preparation)
- BUSW 416 Spreadsheet II Using Excel for Windows (1.5)  
(course revision – change prerequisite to recommended preparation)
- BUSW 450 MS Project Fundamentals I (1.5)  
(course revision – change prerequisite to recommended preparation)
- BUSW 451 MS Project Fundamentals II (1.5)  
(course revision – change prerequisite to recommended preparation)
- BUSW 464 Database Management Fundamentals Using Access for Windows (3.0)  
(course revision – change prerequisite to recommended preparation)

***CIS course revisions for 113, 114, 121, 363, 379 and 380 accepted with the addition of text after the recommended preparation “Intended for students with previous programming experience”***

- CIS 113 Internet Programming: Ruby (4.0)  
(course revision – change in prerequisite)  
*Accepted pending correction to update form marking that Canada does offer the same course*
- CIS 114 Internet Programming: JavaScript/Ajax (4)  
(course revision – change in prerequisite)
- CIS 117 Internet Programming: Python (4)  
(new course and DE)
- CIS 121 UNIX/Linux (3)  
(course revision – change in prerequisite)
- CIS 127 Internet Programming: HTML5 and CSS (3)  
(new course and DE)
- CIS 132 Introduction to Databases (3)  
(new course and DE)
- CIS 363 Enterprise Database Management with MySQL (4)  
(course revision – change in prerequisite)
- CIS 379 Internet Programming: XML (3)  
(course revision – change in prerequisite)
- CIS 380 Internet Programming: PHP (3)  
(course revision – change in prerequisite)
- CIS 420 Project Management (3)

(new course)  
*Approved with the removal of the edition from SLOs #1 & 2*

- CIS 479 Network Security Fundamentals (3)  
(course revision change in prerequisite)  
*Postponed to next meeting*
- CIS 489 Computer Forensics (3)  
(course revision change in prerequisite)  
*Postponed to next meeting*
- CIS 491 Computer Forensics: Search and Seizure (3)  
(course revision change in prerequisite)  
*Postponed to next meeting*
- ELEC 144 Solar Energy Fundamentals (4)  
(course revision – change in prerequisite and addition of TBA hours)
- FIRE 793 Firefighter I Academy (12)  
(course revision – changing grade mode to Pass/No Pass)  
*Accepted with the addition of 80% or better passing rational to the Representative Methods of Evaluation*
- FIRE 796 Emergency Medical Technician: Basic (10)  
(course revision – adding vaccination requirement)

***Postponed to February 9, 2012 meeting***

***Career and Life Planning***

- CRER 310 Summer Bridge Academy (2)  
(new course)

***Postponed to the February 9, 2012 meeting***

***Creative Arts/Social Studies***

- MUS. 291 Electronic Music II (2)  
(course revision, minor changes in descriptions and change in prerequisite)
- MUS. 292 Sound Creation: Sampling and Synthesis (3)  
(course revision, minor changes to descriptions and change in prerequisite)
- MUS. 293 Audio for Visual Media (2.5)  
(course revision, minor changes to descriptions and change in prerequisite)

***Postponed to the February 9, 2012 meeting***

***Course documentation will be reworked to include repeatability and prerequisite information***

***Honors***

- BIOL 329 Honors Project Seminar (2)  
(new course)

- ENGL 329 Honors Project Seminar (2)  
(new course)
- FILM 329 Honors Project Seminar (2)  
(new course)
- MATH 329 Honors Project Seminar (2)  
(new course)
- PHIL 329 Honors Project Seminar (2)  
(new course)
- PHYS 329 Honors Project Seminar (2)  
(new course)

***Postponed to the February 9, 2012 meeting***

***Kinesiology/Dance/Athletics***

- AQUA 133 Individual Swim Conditioning (.5 or 1)  
(course revision, minor changes to content)
- AQUA 135 Aqua Exercise (.5 or 1)  
(course revision, minor changes to content)
- DANC 131 Jazz Dance I (.5 or 1)  
(course revision, minor change in content, units, descriptions, method of grading and SLOs)
- DANC 132 Jazz Dance II (.5 or 1)  
(course revision, minor change in content, units, descriptions, method of grading and SLOs)
- DANC 141 Beginning Ballet I (.5 or 1)  
(course revision, minor change in content, units, and method of grading)
- DANC 143 Intermediate Ballet II (.5 or 1)  
(course revision, minor change in content, units, prerequisite and method of grading)
- FITN 116 Body Conditioning (.5 or 1)  
(course revision, minor change in content)
- KINE 125 Pilates Mat Instructor Training (3)  
(new course)
- KINE 126 Pilates Reformer Instructor Training (3)  
(new course)
- KINE 127 Pilates Apparatus Instructor Training (3)  
(new course)

TEAM 158 Advanced Softball: Women (.5 -2)  
(course revision, minor change in content and method of grading)

***Postponed to the February 9, 2012 meeting***

***Language Arts***

FILM 277 Film and Literature (3)  
(new course)

LIT. 277 Film and Literature (3)  
(new course)

***Postponed to the February 9, 2012 meeting***

***Math/Science***

ASTR 200 Introduction to Astrophysics (3)  
(new course)

***Postponed to the February 9, 2012 meeting***

***Experimental Courses 680/880:***

CRER 680MA Summer Bridge Academy (2)

**Motion was MSCU to accept the following Information Only Items:**

***Business/Technology***

- AS and CA in Computer Science Applications and Development update
- Memo banking CIS 390
- CS in Internet Programming update
- Memo banking FIRE 790
- New CS, Fundamentals of Smart Building Systems
- New AS in Electrical Power Systems and Instrumentation
- Memo banking 6 Business programs (2 degrees, 3 CAs and 1 CS)
- Memo banking BUS 101, 352, 353, 354, 355 and 356
- CIS 113 memo removing prerequisite
- Memo updating ADMJ major requirements/Request for ADMJ AS-T degree

***Postponed to the February 9, 2012 meeting***

***Creative Arts/Social Science***

- New AA-T Major in Studio Art and banking Major in Art and Major in Fine Arts, options 1, 3-4
- Update Major in Fine Arts, option 2
- New AA-T Major in Political Science
- Update to AS Degree Area E1: Option 1

***Postponed to the February 9, 2012 meeting***

***Kinesiology/Dance/Athletics***

- Updates to Pilates Certificates and new Certificate of Achievement, Specialized Pilates Instructor
- New AA in Dance

***Postponed to the February 9, 2012 meeting***  
***Math/Science***

- New CS in Astroimaging and Observatory Operation

Motion was MSCU to adjourn the meeting at 4:22 p.m.