

**COLLEGE INSTRUCTION COMMITTEE
MINUTES OF MAY 9, 2005**

MEETING CALLED TO ORDER: The meeting was called to order at 2:15 p.m.

CHAIR: Beth Goehring

MEMBERS PRESENT: Julie Shieh (Division I), Robert Chan, James Duvall (Division II), Joy Lynch, Kenyetta Tribble (Division III), Kerry Farber (Classified Senate)

RESOURCE TEAM: Lynda Lawrence (Senior Dean of Instruction), Kenyetta Tribble (Articulation/Matriculation Officer)

GUESTS: Barbara Grillo

ABSENT: Ed Greene, Fred Valrey (ASU)

APPROVAL OF AGENDA: The agenda was approved with the addition of PE 197 Course Revision, PE 197 distance Ed proposal, and Change to PE Major.

ACTION ITEMS:

VARIABLE TOPIC COURSE PROPOSALS

ART 100 – Art and Meaning

DISCIPLINE: ART

HOURS: 1 lec/2 lab **UNITS:** 1.5 **GRADE TYPE:** CR/NC

ACTION: Approved

ACSKL 100 – Developing Writing Skills for BioTech

DISCIPLINE: ENGL/READ

HOURS: 3 lec/1 by Arr. **UNITS:** 3 **GRADE TYPE:** CR/NC

ACTION: Conditionally Approved

CONDITIONS: 1) Description
2)Methods of Evaluating

BIOSC 100 – Biology for Biotechnology

DISCIPLINE: BIOSC/BIOTECH

HOURS: 2lec/3 lab **UNITS:** 3 **GRADE TYPE:** LR

ACTION: Conditionally Approved

CONDITIONS: Description

CULIN 100 – Tapas to Meze – Small Plates, Big Flavors

DISCIPLINE: Culinary Arts

HOURS: 1 lec/2 lab **UNITS:** 1.5 **GRADE TYPE:** CR/NC

ACTION: Approved

COURSE/CATALOG CHANGE PROPOSALS

COOP 099 - Occupational Work Experience

CHANGE: Deletion from catalog

ACTION: Approved

MATH 080A–J Math Instruction for DSPS Students

CHANGE: Deletion from catalog

ACTION: Approved

ENGL 081A-B Reading Strategies 1A, 1B

CHANGE: Deletion from catalog

ACTION: Approved

ENGL 083A-E Spelling Instruction Designed for DSPS Students I-V

CHANGE: Deletion from catalog

ACTION: Approved

COUNS 085 - Beginning Technology Skills

CHANGE: Deletion from catalog

ACTION: Approved

COUNS 086-Adaptive Writing with Computers

CHANGE: Deletion from catalog

ACTION: Approved

MEDIC 216 - Advanced Clinical Experience

CHANGE: 1) Add prerequisite (MEDIC 210)
2) Delete co-requisite (HHS 212)

ACTION: Approved

BIOSC 103 – Group Work in Human Anatomy

CHANGE: 1) Grading policy to CR/NC
2) Repeatability to 3 times

ACTION: Approved

ECHD 050 – Introduction to Foster Parenting

CHANGE: Deletion from catalog

ACTION: Approved

ECHD 051 – Various Foster Parent Topics

CHANGE: Deletion from catalog

ACTION: Approved

ECHD 052 – Family and Community Issues/Foster Parent

CHANGE: Deletion from catalog

ACTION: Approved

ECHD 060 Independent Living Skills

CHANGE: Deletion from catalog

ACTION: Approved

CULIN 130 – Introduction to Commercial Baking

CHANGE: Course Description

ACTION: Approved

CULIN 131 – Introduction to Pastry Product Preparation

CHANGE: Course Description

ACTION: Approved

CULIN 230 – Commercial Baking

CHANGE: Course Description

ACTION: Approved

CULIN 231- Cake Finishing and Restaurant Desserts

CHANGE: Course Description

ACTION: Approved

HPC 106 – PC Hardware, Software, Troubleshooting Overview

CHANGE: Deletion from catalog

ACTION: Approved

NEW COURSE PROPOSALS

PE 272 – Theory of Soccer

ACTION: Returned

ESL 136--Idioms in English

DISCIPLINE: ESL

HOURS: 2 lec **UNITS:** 2 **GRADE TYPE:** CR/NC

ACTION: Conditionally Approved

CONDITIONS: Content correction

HPC 295 - High Performance Computing Overview

DISCIPLINE: COMP

HOURS: .1-3 lec/.1-6 **UNITS:** .1-6 **GRADE TYPE:** SC

ACTION: Conditionally Approved

CONDITIONS: 1) Lab hours added

2) Degree Credit

3) Course Expectations on Proposal and Outline

- 4) Course description incomplete on all forms
- 5) Add CR/NC to syllabus
- 6) Remove from HPC Major

CSE 110 - Introduction to Computational Science

DISCIPLINE: COMP

HOURS: 1.5 lec/1.5 lab **UNITS:** 2 **GRADE TYPE:** LR

ACTION: Conditionally Approved

CONDITIONS: 1) Syllabus corrections

2) Add Cert. of Achievement to AS Degree

3) Course description incomplete on all forms

COMP105 - Robotics Seminar

DISCIPLINE: COMP

HOURS: .1-3 lec/1-6 **UNITS:** .1-6 **GRADE TYPE:** SC

ACTION: Conditionally Approved

CONDITIONS: 1) Lab hours added

2) Degree Credit

3) Course Expectations on Proposal and Outline

4) Course description incomplete on all forms

5) Add CR/NC to syllabus

BOT222 - Microsoft Word/Information Processing

DISCIPLINE: BOT

HOURS: 2 lec/4 lab **UNITS:** 3 **GRADE TYPE:** SC

ACTION: Conditionally Approved

CONDITIONS: 1) Course description

2) Remove from BOT Major/add credit only

3) Add as a CSU transfer as an elective

4) Add CR/NC to syllabus

5) BOT 210A and BOT 95 Outlines and Validation forms needed

6) Course Expectations must match on all forms

CIS200 - Microsoft Access/Information Processing

DISCIPLINE: CIS

HOURS: 3 lec/2/lab **UNITS:** 3.5 **GRADE TYPE:** SC

ACTION: Conditionally Approved

CONDITIONS: 1) Course description

2) Remove from BOT Major/add credit only

3) Add as a CSU transfer as an elective

4) Add CR/NC to syllabus

5) CIS 135, CIS 95, and CIS 38 Outlines and Validation forms needed

6) Course Expectations must match on all forms

CIS201 - Microsoft Excel/Information Processing

DISCIPLINE: CIS

HOURS: 3 lec/2/lab **UNITS:** 3.5 **GRADE TYPE:** SC

ACTION: Conditionally Approved

CONDITIONS: 1) Course description

2) Remove from BOT Major/add credit only

3) Add as a CSU transfer as an elective

4) Add CR/NC to syllabus

5) CIS 135, CIS 95, and CIS 37 Outlines and Validation forms needed

6) Course Expectations must match on all forms

CIS202 - Microsoft Office Integration

DISCIPLINE: CIS

HOURS: 3 lec/2/lab **UNITS:** 3.5 **GRADE TYPE:** SC

ACTION: Conditionally Approved

- CONDITIONS:** 1) Remove from CIS Major/add credit only
2) Add as a CSU transfer as an elective
3) CIS 135 and CIS 95 Outlines and Validation forms needed
4) Course Expectations must match on all forms

CIS203 - Microsoft Outlook

DISCIPLINE: CSI

HOURS: 1.5 lab/1lec **UNITS:** 1.5 **GRADE TYPE:** SC

ACTION: Conditionally Approved

- CONDITIONS:** 1) Title on Outline incomplete
2) CIS 95 Outline and Validation form needed

CIS 204 - Overcoming Computer Anxiety

ACTION: Returned

COURSE REVISION

PE 197 – Applied Human Movement

CHANGE: Title and description

ACTION: Conditionally Approved

CONDITIONS: Needs old Outline and Dean's signature

DISTANCE EDUCATION PROPOSAL

PE 197 – Applied Human Movement

ACTION: Conditionally Approved

CONDITIONS: Needs Dean's signature

CHANGES TO MAJOR/CERTIFICATE PROPOSALS

CIS – Computer Networking

- CHANGE:** 1) Add CIS 170, 172, 173
2) Delete BOT 209, CIS 133, 190B, 153, 192/193.
3) Total unit value unchanged (28 units)

ACTION: Approved

PE – Physical Education

CHANGE: Title of PE 197 changed

ACTION: Conditionally Approved

CONDITIONS: Needs Dean's signature

NEW MAJOR/CERTIFICATE PROPOSALS

CSE - Computational Science Education (39-40 units)

ACTION: Approved

APPROVAL OF MINUTES: The minutes were approved.

ANNOUNCEMENTS: Jim Duvall has been elected to the 2005-06 CIC chair position.

ADJOURNMENT The meeting was adjourned at 5:30 p.m.