

**College Instruction Committee Agenda  
Contra Costa College  
2600 Mission Bell Drive, San Pablo, California 94806**

<b>Monday, September 28, 2015</b>	<b>2:15 pm - 4:00 pm</b>	<b>Location: AA216</b>
<i>THE COMMUNITY IS WELCOME AND ENCOURAGED TO ATTEND</i>		

<b>2:15-2:20</b>	<b>A.</b>	<b>Call To Order with Introduction of Guests</b>
------------------	-----------	--

<b>CIC Chair:</b> Gabriela Segade		<b>NSAS Division Reps:</b> Katie Krolikowski, Mark Wong
<b>SS Division Reps:</b> Robert Webster, Norma Valdez-Jimenez	<b>LAVA Division Reps:</b> Andrew Kuo, Rudy Zeller	
<b>LA Division Reps:</b> Paul DeBolt, Irena Stefanova		

<b>2:20-2:35</b>	<b>B.</b>	<b>CONSENT AGENDA ACTION ITEMS</b>
------------------	-----------	------------------------------------

- |  |    |   |
|--|----|---|
|  | 1  | September 28 Agenda   |
|  | 2  | September 14 Minutes  |
|  | 3  | BIOSC 184 - Deactivation  |
|  | 4  | BIOSC 185 - Deactivation  |
|  | 5  | BIOSC 187 - Deactivation  |
|  | 6  | BIOSC 132 – Non-substantial change: adding clarification to obtain C-ID approval                              |
|  | 7  | BIOSC 147 – Non-substantial change: SLO revision  |
|  | 8  | BIOSC 148 – Non-substantial change: SLO revision  |
|  | 9  | BIOSC 159 – Non-substantial change: hours, SLO’s, methods of instruction, methods of evaluation, assignments. |
|  | 10 | BIOSC 172 – Non-substantial change: SLO’s   |
|  | 11 | BIOSC 172L – Non-substantial change: SLO’s  |

	<b>C.</b>	<b>NON-CONSENT AGENDA ACTION ITEMS</b>
--	-----------	--

- |           |    |   |
|-----------|----|---|
| 2:35-2:40 | 1  | EMED 109 CPR for the Health Care Provider: Non-substantial change (CurricUNET)  |
| 2:45-2:50 | 2  | ECHD 101 A-J Content Review   |
| 2:55-3:00 | 3  | BIOSCI 157 – Substantial change: units / Non-substantial changes: SLO’s, methods of instruction, assignments, methods of evaluation |
| 3:00-3:05 | 4  | BIOSC 182 – Substantial change: units / Non-substantial changes: Objectives, content, SLO’s, course description                     |
| 3:05-3:10 | 5  | BIOSC 183 – Substantial change: units / Non-substantial change: Content, objectives, course description, SLO’s                      |
| 3:10-3:15 | 6  | BIOSC 186 – Substantial change: units / Non-substantial change: Course description, objectives, content, SLO’s                      |
| 3:15-3:20 | 7  | Biotechnology Technician – Certificate of Achievement   |
| 3:20-3:25 | 8  | Biotechnology Assistant – Certificate of Achievement  |
| 3:25-3:30 | 9  | Associate in Science in Biology - AST   |
| 3:30-3:35 | 10 | Biotechnology Associate in Science  |

	<b>D.</b>	<b>Discussion Items</b>
--	-----------	-------------------------

- |           |   |                                  |
|-----------|---|----------------------------------|
| 3:35-3:40 | 1 | DIC Review                       |
| 3:40-3:45 | 2 | Curriculum proposal guide review |
| 3:45-3:50 | 3 | Revised content review form      |

<b>3:50-4:00</b>	<b>F.</b>	<b>OPEN DISCUSSION</b>
------------------	-----------	------------------------

<b>4:00</b>	<b>G.</b>	<b>Adjournment</b>
-------------	-----------	--------------------

<b>AGENDA ITEMS MUST HAVE REPRESENTATION OR NO ACTION WILL BE TAKEN</b>
---

## CIC Schedule – 2015-2016 academic year

**Want to offer a new course or program in Fall 2016? → Submit materials to CIC no later than September 14, 2015<sup>1</sup>**

**Want to offer a new course or program in Spring 2017? → Submit materials to CIC no later than February 8, 2016<sup>2</sup>**

Proposals due to CIC <sup>3</sup>	Technical review deadline	CIC agenda posted	CIC MEETING	Deadline for Governing Board Agenda	Governing Board Meeting
August 10	August 13	August 20	August 24	September 8	October 7
August 31	September 3	September 10	September 14	October 13	November 11
September 14	September 17	September 24	September 28		
September 28	October 1	October 8	October 12	November 6	December 9
October 12	October 15	October 22	October 26		
November 9	November 12	November 19	November 23	December 10	January 27
January 11	January 14	January 21	January 25	February 23	March 23
January 25	January 28	February 4	February 8		
February 8	February 11	February 18	February 22	March 29	April 27
February 29	March 3	March 10	March 14		
March 7 <sup>4</sup>	March 10	March 24	March 28	April 26	May 25
March 28	March 31	April 7	April 11		
April 11	April 14	April 21	April 25	May 24	June 22
April 25	April 28	May 5	May 9		

<sup>1</sup> While we do our best to move proposals through the Committee quickly, we cannot guarantee that we will have a proposal approved by a certain date. The Committee's workload varies, and the number of proposals received sometimes is larger than what can be accomplished in a meeting.

<sup>2</sup> See footnote 1.

<sup>3</sup> Proposals are received by CIC when they have been signed off by department representatives and DIC reviewers, and they have been revised by the faculty originator as appropriate. It is highly recommended that faculty originators monitor the progress of their proposals on CurricUNET and send reminders to reviewers as necessary to ensure that the files are moved up to the CIC level in a timely manner.

<sup>4</sup> This review was moved forward because of spring break