

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

Monday, November 28, 2016	2:15 pm - 4:00 pm	Location: CTC 127
<i>THE COMMUNITY IS WELCOME AND ENCOURAGED TO ATTEND</i>		

2:15-2:20	A	Call To Order with Introduction of Guests
CIC Chair: Rick Ramos SS Division Reps: Robert Webster, Andrea Phillips LA Division Reps: Paul DeBolt, Irena Stefanova LAVA Division Reps: Lucille Beatty, Bobby Sturgeon		SLO Coordinator: Randy Watkins NSAS Division Reps: Mark Wong, Katie Krolikowski Curriculum Specialist: Karen Ruskowski Senior Dean of Instruction (Ex-officio): Donna Floyd

2:20-2:30	B	CONSENT AGENDA ACTION ITEMS
	1	November 28 Agenda
	2	November 14 Minutes
	3	HED-110 Introduction to Public Health <i>(New course, approved by CIC 11/14/16 with condition that Distance Education form be added and the course be included on the 11/28/16 CIC consent agenda after receipt of form confirmed.)</i>
	4.	NURS-198 Nurse Assistant Certification Course Correction: This course was approved on the 10/10 consent agenda (to add a discipline), but it was noticed after the CIC meeting, that prerequisite validation forms were missing from CurricUNET.
2:30-3:40	C	NON-CONSENT AGENDA ACTION ITEMS
	1	MEDIC-218 Injection Procedures for the Healthcare Professional Content Review with Non-substantial Change: Update outside of class assignments. <i>(This course was tabled at the 10/10/16 CIC meeting for missing lab content and textbook.)</i>
	2	HED-133 Safety and First Aid Content review with Discipline added: The review team felt that the content was current and relevant. Adding KINES as a discipline. <i>(This course was on the 11/14 agenda, but was tabled due to lack of time)</i>
	3	PE-268C Advanced Walking New Course: Rationale - This course offers advanced level walking skills. It is part of the district wide walking course family. <i>(This course was on the 11/14 agenda, but was motioned to be replaced with HED-110 which wasn't on the agenda, but had more urgency.)</i>
	4	Media-161 Digital Film Editing Content Review with Non-substantial change: The lecture/lab hours have been changed to better reflect requirements to allow for additional lab time (36 lecture/54 lab). Requesting approval CCC Area C. <i>(This course was on the 11/14 agenda, but was tabled due to lack of time)</i>
	5	NURS-235 Maternal-Child Health Nursing Content Review with Non-substantial change: Objectives, prerequisites, lab content, MOE, texts, outside of class assignments, and SLO updated. PE 197 no longer exists and needs to be removed as a prerequisite. The comments for the requisites have been changed to "May be waived for advanced placement students" because certain advanced placement students may not be required to take this course. <i>(This course was on the 11/14 agenda, but was tabled due to lack of representation)</i>
	6	JAPAN-120 First-Semester Japanese Content review with Non-substantial change: Update SLO and textbooks. Minor changes in wording of methods of evaluation and methods of instruction. <i>(This course was on the 11/14 agenda, but was tabled due to lack of time)</i>
	7	JAPAN-121 Second-Semester Japanese Content review with Non-substantial change: Update SLO and textbooks. Minor changes in wording of methods of evaluation and methods of instruction. <i>(This course was on the 11/14 agenda, but was tabled due to lack of time)</i>
	8	EMED-130 EMS Anatomy and Physiology Content Review with Non-substantial Change: update the textbook, request CSU transfer, Distance Education. Correction: This course is listed as non-degree credit in the State Curriculum Inventory and should be listed as degree credit as it is in the catalog. <i>(This course was on the 11/14 agenda, but was tabled to fix objectives and assignments)</i>

	9	Media-170 Introduction to 3D Modeling & Animation Design Non-substantial Change: Request to change the title from: Introduction to 3D Graphics and Animation, to Introduction to 3D Modeling & Animation Design, and add disciplines of Broadcasting Technology and Multimedia to match disciplines assigned to the other Media courses.
	10	Certificate of Achievement - Business Office Technology: Administrative Assistant Non-Substantial Change: Unit change from 31 to 28 units. Updating certificate to reflect recent course number changes of CIS-200/201 to BOT-226/224. Removing BOT Elective course requirement.
	11	Certificate of Achievement - Business Office Technology: General Office Non-Substantial Change: Updating certificate to reflect recent course number changes of CIS-200/201 to BOT-226/224. Removing BOT Elective course requirement. Unit value is 18.
	12	NURS-080 Job Search for Beginning Registered Nurses Content review with Non-substantial change: Objectives, MOE, out of class assignments, learning resources, and SLOs reviewed and updated. This course is no longer presented as a one-day workshop. The course catalog and course schedule descriptions have been updated to reflect this change.
	13	ART-245 Intermediate Ceramics: Intermediate I Content Review with substantial change: Title, description, units, hours, requesting CCC GE Area C, added three objectives, updated SLO assessment criteria, methods of evaluation, and outside assignments, and separated lab content from lecture content. This revision is being submitted to remove variable units and make all Ceramics multiples conform to 3 units (2 lecture/4 lab).
	14	ART-246 Intermediate Ceramics: Intermediate II Content Review with substantial change: Title, description, units, hours, requesting CCC GE Area C, added three objectives, updated SLO assessment criteria, methods of evaluation, and outside assignments, and separated lab content from lecture content. This revision is being submitted to remove variable units and make all Ceramics multiples conform to 3 units (2 lecture/4 lab).
	15	PEIC 290 Sport-Specific Training Content Review with Non-Substantial Change: The review team felt that the content was current and relevant. "May be repeated three times." added to description. Lab hours corrected in catalog to 175 for consistency of PEIC courses. Outline updated to match the catalog in regards to the change made last year of activity hours to lab hours.
3:40-3:55	D	Discussion Items
	1.	SLO/ILO Mapping Approval Strategy
	2	CurricUNET Workflow
3:55-4:00	E	Presentations from the public
4:00	F	Adjournment – Next meeting will be December 12 in CTC 127.

AGENDA ITEMS MUST HAVE REPRESENTATION OR NO ACTION WILL BE TAKEN