

**COLLEGE INSTRUCTION COMMITTEE**  
**MINUTES OF February 12, 2001**

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

**CHAIR:** Beth Goehring

**MEMBERS PRESENT:** Ed Greene (PE), Donna Floyd (Instr.Services, Articulation Officer), James Duvall (Natural Sci.), Yvonne Brisard (CAH), Rick Ramos (BSSAT), Katherine Jinter (Classified Senate)

**RESOURCE TEAM:** McKinley Williams (College Dean), Gayle Rodriguez (Scheduling Specialist)

**GUESTS:** C. Parker, J. Diestler, C. Anderson, E. Smith, P. Wong, S. Jones, S. Castillo, C. Tsai, H. Kalkstein, C. Hodge, R. Weston, B. Williams

**APPROVAL OF AGENDA:** The agenda was approved with the title correction of Speech 100 from Oral Interpretation of Literature to Dramatic Interpretation.

**APPROVAL OF MINUTES:** The minutes were approved.

**ANNOUNCEMENTS:** Goehring handed out the proposal, for the Senate's approval, changing the title of Computer Literacy to Information Technology Proficiency and to update and increase the content of the requirement to include various online skills. The CIC would like the Faculty Senate to survey all CCC faculty to determine if these changes are indeed necessary. It was voted and approved to send the proposal to the Senate.

**ACTION ITEMS:**

**VARIABLE TOPICS COURSES**

SPEECH 100 - Dramatic Interpretation

**ACTION:** Approved

**COURSE/CATALOG CHANGES**

EIS 120 - Conversation and Grammar

**CHANGE:** Change title to Conversation and Grammar I

**ACTION:** Approved

CCT 180 - A+ Certification Exam Preparation

**CHANGE:** Course Catalog Description

**ACTION:** Approved

NURS 205 - Drug Dosage Calculations for Nursing Students

**CHANGE:** remove Pre/corequisites

**ACTION:** Conditionally Approved

**CONDITIONS:** Course Content doesn't add to 100%

Need Course Expectations on Outline

Student Evaluation needs percentage breakdown

Need office hours and phone # on syllabus

NURS 210 - Fundamentals of Nursing

**CHANGE:** Add NURS 205 as a pre/corequisite to NURS 210

Remove Advisory in catalog

**ACTION:** Conditionally Approved

**CONDITIONS:** Remove Advisory

BUS 188 - Accounting Applications on the Microcomputer

**CHANGE:** Description and Course Hours from .5/lec and 2/lab to 1.5/lec

**ACTION:** Conditionally Approved

**NEW COURSE/COURSE REVISION**

NURS 206 - Acute Care for the Nursing Assistant

**ACTION:** Approved

COMP 257 - JAVA with Object-Oriented Programming

**ACTION:** Approved

EIS 201 - EIS For Early Childhood Education 120

**ACTION:** Approved

EIS 220 - Conversation and Grammar II

**ACTION:** Approved as EIS 121 (number already used, changed 2/20/01)

**CORRECTION:** Delete M. Elective Credit Only

ENGIN 200 - Engineering Graphics Design

**ACTION:** Approved

**CORRECTION:** Include M. Elective Credit Only

## **NEW CERTIFICATE OF COMPLETION**

NURS - Acute Care for the Nursing Assistant

**ACTION:** Approved

PE - Baseball Officiating

**ACTION:** Approved

PE - Personal Training Certification Prep Course

**ACTION:** Approved

## **CHANGE TO MAJOR**

ADJUS - Law Enforcement

**CHANGE:** Delete ADJUS 150P from Major (30 to 24 units)

**ACTION:** Approved

ADJUS - Corrections

**CHANGE:** Delete ADJUS 130 and 284 from Major (30 to 24 units)

**ACTION:** Approved

Psychology

**CHANGE:** Add PSYCH 145 to Major

**ACTION:** Approved

## **PROPOSED NEW PROGRAM/NEW MAJOR**

Academic Skills Department

**ACTION:** Approved

## **CHANGE TO CERTIFICATE**

Business Accounting Technician Certificate

**CHANGE:** Allows BUS 194I to be substituted for BUS 188 for Certificate

**ACTION:** Approved

## **DISTANCE EDUCATION**

BUS 150 - Retailing

**ACTION:** Approved

## **CONDITIONALLY APPROVED ITEMS THAT HAVE NOT MET CONDITIONS**

### **NEW COURSE/COURSE REVISIONS**

ECHD 154 - Signing Exact English II

LIBST 875N - Computer - Assisted Library Skills Lab - State says it doesn't fit the Basic Skills category but it should because it is a high school graduation requirement. This will be kept on agenda.

## **DISCUSSION ITEMS**

**Repeatability of Courses (Point of Clarification)** The Curriculum Standards Handbook states that courses in sequential order (A, B, C, D or 1, 2, 3, etc.) can only be taken altogether for a total of 4 times. A thought would be to change to the Universal Course Number System.

**Content Review** - McKinley sent out letters to departments who have courses that have pre-requisites and have not gone through Content Review saying that the courses would be deleted from the catalog by the end of 1998 if the Content Review wasn't completed. The following courses need Content Review:

ART 247	ART 248
AUSER 268	ENGIN 140
ENGIN 231	ENGIN 232
ENGIN 240	HIST 155

**CIC Manual Review** - The CIC will begin reviewing and updating the CIC manual.

**ADJOURNMENT** The meeting was adjourned at 4:30 p.m.

Respectfully submitted,  
Lynette Kral

