

DRAFT
COLLEGE INSTRUCTION COMMITTEE
MINUTES OF APRIL 30, 2001

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

CHAIR: Beth Goehring

MEMBERS PRESENT: Ed Greene (PE), James Duvall, Ph.D. (Natural Sci.), Rick Ramos (BSSAT), Richard Stollings (Classified Senate)

RESOURCE TEAM: McKinley Williams (College Dean)

GUESTS: John Diestler

ABSENT: Donna Floyd (Instr.Services, Articulation Officer), Yvonne Brisard (CAH), Gayle Rodriguez (Scheduling Specialist)

APPROVAL OF AGENDA: The agenda was approved.

APPROVAL OF MINUTES: The minutes were approved.

ANNOUNCEMENTS: May 14 is the last CIC meeting for the year. Beth is presenting an August flex workshop on writing new course proposals.

ACTION ITEMS:

COURSE/CATALOG CHANGES

ECHD 153 - Signing Exact English

CHANGE: Course transfer information

ACTION: Approved

VARIABLE TOPICS COURSES

NURS 100 - Pain Management for the Healthcare Worker

ACTION: Approved

NEW CERTIFICATE OF COMPLETION

NURS - Pain Management for the Healthcare Worker

ACTION: Approved

CONDITIONALLY APPROVED ITEMS THAT HAVE NOT MET CONDITIONS

LIBST 875N - Computer-Assisted Library Skills Lab

DISCUSSION ITEMS

Content Review - ENGIN 231 and 232 will be on the next CIC agenda. ART 247, 248, and HIST 155 will be deleted from the catalog as of April 26. Beth Goehring will generate a list of courses, without pre/corequisites, needing Content Review. Courses created May 1998 and before will require Content Review by May 2002.

Computer Literacy Requirement Faculty Survey - There is a new state requirement for each student to graduate fulfilling an Information Competency requirement. The new Standards won't be completed until Fall, so this issue will be put off until then. There may be two courses needed to fulfill this requirement: Information Competency (Library) and Computer Literacy (Computer Science). The first meeting of the Fall semester, August 27, will focus on discussion topics only. Topics to be discussed will include developing Content Review Structure and the Computer Literacy Requirement.

CIC Manual - Certificates of Completion need tracking. This will be done by the Instructional Office. Faculty will be emailed that all Certificates of Completion need to be approved by the CIC by submitting a New Certificate form. There must be the same consistent signatures on standardized certificates. The changes approved to the Independent Study form are as follows: Variable Units in the heading and course/catalog description will be changed from .2 - 4 to .1 - 4; Course Content will be changed to Course Information with the Statement of Intent deleted; Nature of Assignment will be changed to Course Content (show percentage breakdown); the revision date will be changed to 5/01; Student Social Security Number will be replaced by Student ID Number on the Request to Enroll form. The changes approved to the Request for New Major/Certificate or Change of Major/Certificate are as follows: insert boxes before each request; add Total of Hours (if applicable); Delete wording New Major/Certificate from all changes; Required Course/Units will be replaced with Suggested Sequence of Courses.

ADJOURNMENT The meeting was adjourned at 4 p.m.