

**COLLEGE INSTRUCTION COMMITTEE
MINUTES OF OCTOBER 23, 2000**

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.), John Diestler (CAH),

ABSENT: McKinley Williams (College Dean), Gayle Rodriguez (Scheduling Specialist), Terence Elliott (BSSAT), Shirley Edmonds (Classified Senate)

APPROVAL OF AGENDA: The agenda was approved with the addition of HSC 118 - Domestic Violence.

APPROVAL OF MINUTES: The minutes were approved.

ANNOUNCEMENTS: There were no announcements.

ACTION ITEMS:

NEW COURSE/COURSE REVISION

HSC 118 - Domestic Violence

ACTION: Conditionally Approved

CONDITIONS: Needs Discipline assigned, Course description must match exactly on the Proposal, Outline, and Syllabus, Remove fulfillment of Health Ed AA Degree requirement, Hours should match Outline and Proposal, needs Department Goal Justification, Course Objective wording needs changing on 4, 5, and 7.

CONDITIONALLY APPROVED ITEMS THAT HAVE MET CONDITIONS

COURSE/CATALOG CHANGES

MUSIC 170 - Beginning Group Voice

MUSIC 171 - Continuing Group Voice

MUSIC 270 - Advanced Group Voice

EIS 175 - Editing and Grammar for Writers

EIS 120 - Conversation and Grammar

BUS 186 - Principles of Accounting

BUS 187 - Principles of Accounting

VARIABLE TOPICS COURSES

NURS 100 - Body Mechanics

NURS 100 - Acute Care Upgrade For The CNA

ADJUS 100 - Post 11550 Drug Influence Identification

BIOSC 100 - Experimental Analysis In Biology

MEDCOM 100 - Desktop Video

CULIN 100 - Serv Safe: Food Sanitation

NEW COURSE/COURSE REVISION

LIBST 111 - Finding Internet Resources: The Basics

LIBST 109 - Finding Information Online & In Print

EMED 174 - Continuing Education for the FF/EMT

REQUESTS FOR NEW CERTIFICATES OF COMPLETION

NURS - Acute Care Upgrade for the CNA

DISTANCE EDUCATION

LIBST 109 - Finding Information Online & In Print

CONDITIONALLY APPROVED ITEMS THAT HAVE NOT MET CONDITIONS

ART 152 - Sculpture Through Welding

ENGL 1B - Composition, Literature, and Critical Thinking

DISCUSSION ITEMS

Accreditation - Standard Four - Educational Programs Sections of Standard Four were assigned and possible places to gather the needed data were suggested. Goehring was assigned A1 - A3. Area for research could be the catalog offerings of programs, mission statement vs. demographics of our community. Floyd was assigned A4, A5, D4. Areas for research could be Student Services, faculty listing, staff listing, campus map, Budget statement, Counseling, Matriculation, Academic Advisor. Duvall was assigned B2, B3, B4. Greene was assigned B5, B6, C1. Areas for research are Catalog (pgs. 59-60, CCC Breath requirements), AA/AS general education degree requirements, student records (passing with C or better), Voc Ed Certificates of Achievement/Completion. Diestler was assigned C2-C4. Areas for research are Title 5 guidelines (Ed Codes), Admissions, BP3007, page 39 of the CCC 1996 Accreditation Report, CIC documentation, copies of course outline and program. Elliott was assigned D1-D3. Areas for research are CIC manual, faculty evaluations, new course proposals, student evaluations and grades. Edmonds was assigned B1, D5, D6. Areas for research include Mission Statement vs. catalog program offerings, catalog, schedule, different modes of classes (lecture, lab, weekend college, off-campus locations, TV, WEB, online), examples of Global English offerings, Distance Ed documentation. Rodriguez was assigned D7-D8. Areas for research are Global English documentation, Osaka agreement, and Contract Ed. Look at the last CCC report first, and the other accreditation reports from the other two colleges, checking to see if anything correlates, do new research and then write a short description, longer analysis, and a practical, realistic point of action. Save it in MS Word, on a disk, and send it to Jim Duvall, who will be compiling the new Standard Four.

Articulation Procedures (Floyd) - Tabled

ADJOURNMENT The meeting was adjourned at 4 p.m.

