

COLLEGE INSTRUCTION COMMITTEE
MINUTES OF DECEMBER 11, 2000

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

CHAIR: Beth Goehring,

MEMBERS PRESENT: Donna Floyd (Instr.Services, Articulation Officer), Terence Elliott (BSSAT), John Diestler (CAH), Victor Zarate (Natural Sci.)

RESOURCE TEAM: McKinley Williams (College Dean)

GUESTS: Rick Figuera, Saul Jones, Joy Lynch, Fritz Pointer, Intisar Shareef, Lucy Snow, Alissa Scanlin, Peg Fleming, Sandra Castillo, Judy Flum, Wayne Organ

ABSENT: Ed Greene (PE), Shirley Edmonds (Classified Senate), Gayle Rodriquez (Scheduling Specialist), James Duvall (Natural Sci.)

APPROVAL OF AGENDA: The agenda was approved with the correction of Math 80A-I to Math 83A-I, and the title of GRAPH 100 corrected.

APPROVAL OF MINUTES: The minutes were approved.

ANNOUNCEMENTS: Beth Goehring passed out an email she received from Helen Carr concerning Accreditation and the responsibility of CIC.

NOTE: A letter needs to be sent to all Department Chairs about the department goals that spoke to the college planning strategic directions.

ACTION ITEMS:

COURSE/CATALOG CHANGE

MUSIC 145 - Caribbean Drumming

CHANGE: Course Units (3), Course Hours (3 lecture) or Course Units (2), Course Hours (2 lec/1 lab)

ACTION: Approved with recommendations below.

RECOMMENDATION: Change description to conform with other course descriptions, and update proposal, outline, and syllabus to reflect all changes. Course Units (2), Course Hours (2 lec/1 lab) were recommended. Wayne Organ has taken the recommendation of the committee.

MUSIC 132 - Audio Recording Workshop

CHANGE: Course Units (3), Course Hours (3 lecture, 1 lab)

ACTION: Approved

RECOMMENDATION: Change description to conform with other course descriptions, and update proposal, outline, and syllabus to reflect all changes.

VARIABLE TOPICS COURSES

MUSIC 100 - Ear Training and Sight Singing Workshop

ACTION: Approved

NURS 100 - The Mentoring Experience

ACTION: Conditionally Approved

CONDITIONS: Semester to be Offered (Spring 01), Dept & No. (Nursing 100)

NURS 100 - Home Health Aide

ACTION: Conditionally Approved

CONDITIONS: Dept. & No. (NURS 100), Semester to be Offered (Spring 01)

NURS 100 - Certified Nursing Assistant

ACTION: Conditionally Approved

CONDITIONS: Dept. & No. (NURS 100), Semester to be Offered (Spring 01), Description (typo)

NURS 100 - Acute Care Nursing Assistant

ACTION: Conditionally Approved

CONDITIONS: Semester to be Offered (Spring 01)

GRAPH 100 - Exploring Careers in New Technologies

ACTION: Approved

CCT 100 - Direct Current Circuits

ACTION: Conditionally Approved

CONDITIONS: Methods of Evaluating Students needs percentage breakdown

CCT 100 - Electronic Equipment Repair

ACTION: Conditionally Approved

CONDITIONS: Methods of Evaluating Students needs percentage breakdown

NEW CERTIFICATE

NURS - Home Health Aide

ACTION: Conditionally Approved

CONDITIONS: Needs the type and name of the Certificate stated on form

NURS - Certified Nursing Assistant

ACTION: Conditionally Approved

CONDITIONS: Needs the type and name of the Certificate stated on form

NURS - Acute Care Nursing Assistant

ACTION: Conditionally Approved

CONDITIONS: Needs the type and name of the Certificate stated on form

NEW COURSE/COURSE REVISIONS

ECHD 154 - Signing Exact English II

ACTION: Conditionally Approved

CONDITIONS: Change from Non-degree credit to Degree Credit, Yes to Transfer to 4-year, CSU elective, CSU Breadth, Change Dept. Goal Justification to read "This course meets the strategic direction in this fashion." Change syllabus to reflect degree credit, add a voice mail or email address to the syllabus.

LIBST 875N - Computer - Assisted Library Skills Lab

ACTION: Conditionally Approved

CONDITIONS: Title V credit status: Non-credit. Description must target "older adults" or etc. according to Section 84641 of the Education Code found on page 44 in the CIC manual under Non Credit Courses. "Sprinkle" the wording of "older adult, etc." throughout Outline. A sample test is needed.

COUNS 85 - Beginning Technology Skills

ACTION: Conditionally Approved

CONDITIONS: Needs corrected Course Proposal form. Hours Arranged should be .3-9 Times repeated should be changed from 6 to 9. No Course Expectations are required for a lab course (Proposal and Outline). Outline needs to reflect Hours Arranged .3-9. Syllabus needs to state under Student Assessment, that the student may earn from .1 to 3 units of credit... All descriptions should match on Proposal, Outline, and Syllabus. Advisory must be removed or validated. Text: "Instructor provided materials" needs to be added.

ENGL 81A - Reading Strategies 1A

ACTION: Conditionally Approved

CONDITIONS: Needs a corrected Course Proposal form with Advisory removed or validated. Course Expectations (6 hrs) must match on both Proposal and Outline. Descriptions should match on all forms. Text: "Instructor provided materials" needs to be added.

ENGL 81 B - Reading Strategies 1B

ACTION: Conditionally Approved

CONDITIONS: Needs a corrected Course Proposal form with Advisory removed or validated. Course Expectations (6 hrs) must match on both Proposal and Outline. Descriptions should match on all forms. Text: "Instructor provided materials" needs to be added.

ENGL 83 A - Spelling Instruction Designed for DSPS Students

ACTION: Conditionally Approved

CONDITIONS: Course Expectations (6 hrs) must match on both Proposal and Outline. Descriptions should match on all forms. Text: "Instructor provided materials" needs to be added.

ENGL 83 B - Spelling Instruction Designed for DSPS Students

ACTION: Conditionally Approved

CONDITIONS: Needs a corrected Course Proposal form with Advisory removed or validated. Course Expectations (6 hrs) must match on both Proposal and Outline. Descriptions should match on all forms. Text: "Instructor provided materials" needs to be added.

ENGL 83 C - Spelling Instruction Designed for DSPS Students

ACTION: Conditionally Approved

CONDITIONS: Course Expectations (6 hrs) must match on both Proposal and Outline. Descriptions should match on all forms. Text: "Instructor provided materials" needs to be added.

ENGL 83 D - Spelling Instruction Designed for DSPS Students

ACTION: Conditionally Approved

CONDITIONS: Course Expectations (6 hrs) must match on both Proposal and Outline. Descriptions should match on all forms. Text: "Instructor provided materials" needs to be added.

ENGL 83 E - Spelling Instruction Designed for DSPS Students

ACTION: Conditionally Approved

CONDITIONS: Course Expectations (6 hrs) must match on both Proposal and Outline. Descriptions should match on all forms. Text: "Instructor provided materials" needs to be added.

MATH 80 A - Math Instruction Designed for DSPS Students

ACTION: Conditionally Approved

CONDITIONS: Course Expectations (6 hrs) must match on both Proposal and Outline. Text: "Instructor provided materials" needs to be added.

MATH 80 B - Math Instruction Designed for DSPS Students

ACTION: Conditionally Approved

CONDITIONS: Course Expectations (6 hrs) must match on both Proposal and Outline.

Text: "Instructor provided materials" needs to be added. Needs a corrected Course Proposal form with Advisory removed or validated.

MATH 80 C - Math Instruction Designed for DSPS Students

ACTION: Conditionally Approved

CONDITIONS: Course Expectations (6 hrs) must match on both Proposal and Outline.

Text: "Instructor provided materials" needs to be added. Needs a corrected Course Proposal form with Advisory removed or validated.

MATH 80 D - Math Instruction Designed for DSPS Students

ACTION: Conditionally Approved

CONDITIONS: Course Expectations (6 hrs) must match on both Proposal and Outline.

Text: "Instructor provided materials" needs to be added. Needs a corrected Course Proposal form with Advisory removed or validated.

MATH 80 E - Math Instruction Designed for DSPS Students

ACTION: Conditionally Approved

CONDITIONS: Course Expectations (6 hrs) must match on both Proposal and Outline.

Text: "Instructor provided materials" needs to be added. Needs a corrected Course Proposal form with Advisory removed or validated.

MATH 80 F - Math Instruction Designed for DSPS Students

ACTION: Conditionally Approved

CONDITIONS: Course Expectations (6 hrs) must match on both Proposal and Outline.

Text: "Instructor provided materials" needs to be added. Needs a corrected Course Proposal form with Advisory removed or validated and Units.

MATH 80 G - Math Instruction Designed for DSPS Students

ACTION: Conditionally Approved

CONDITIONS: Course Expectations (6 hrs) must match on both Proposal and Outline.

Text: "Instructor provided materials" needs to be added. Needs a corrected Course Proposal form with Advisory removed or validated and Units.

MATH 80 H - Math Instruction Designed for DSPS Students

ACTION: Conditionally Approved

CONDITIONS: Course number changed to MATH 80I (the letter "H" is used for Honor Courses) Course Expectations (6 hrs) must match on both Proposal and Outline. Text: "Instructor provided

materials" needs to be added. Needs a corrected Course Proposal form with Advisory removed or validated and Units.

MATH 80 I - Math Instruction Designed for DSPS Students

ACTION: Conditionally Approved

CONDITIONS: Course number changed to MATH 80J. Course Expectations (6 hrs) must match on both Proposal and Outline. Text: "Instructor provided materials" needs to be added. Needs a corrected Course Proposal form with Advisory removed or validated and Units.

CONDITIONALLY APPROVED ITEMS THAT HAVE MET CONDITIONS

ART 152 - Sculpture Through Welding (Course/Catalog Change)

ENGL 1B - Composition and Reading: Literature (Distance Education)

ADJOURNMENT The meeting was adjourned at 6:30 p.m.