

COLLEGE INSTRUCTION COMMITTEE

Applied Arts Building AA-216 2:15 p.m.
Monday, January 29, 2007

CONTRA COSTA COLLEGE

2600 Mission Bell Drive
San Pablo, California 94806

MINUTES

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

CHAIR: James Duvall

MEMBERS PRESENT: Vern Cromartie, Leverett Smith (NSAS), Joy EichnerLynch, Kenyetta Tribble (CLASS), Kerry Farber (Classified Senate)

RESOURCE TEAM: Donna Floyd (Senior Dean of Instruction)

ABSENT: Rick Ramos (LAVA), Matika Moore (ASU)

GUESTS: Bonnie Holt, Sherry Sharufa, Carol Maga

CONSENT ACTION ITEMS

AGENDA The agenda was approved.

GENERAL AGENDA ITEMS FOR INFORMATION/DISCUSSION

Curriculum Management System – Kenyetta gave a presentation of DVC's curriculum management system, WCS (Web Curriculum System), which was developed by a DVD faculty or staff member with the assistance of Long Beach Community College. The Curriculum Committee at DVC meets in a computer lab where the course proposals are downloaded, reviewed, and errors are corrected at that point. CurricuNet, another CMS, costs about \$30,000 for the initial set up with maintenance fees of \$10,000 a year afterwards. Outlines could be reviewed by the public, using either system. Electronic copies would take the place of paper outlines with only the original signature sheets filed in the Instruction Office. Students could view the outlines online. It would make articulation with the 4-year schools more convenient. Jim asked the reps to take this issue to their departments for feedback as to whether we should use some sort of CMS or keep the process we have now. This will be returned to the agenda in two months.

Content Review – The committee received a list of courses that need Content Review which shows that at least 600 courses have not gone through Content Review since before 1999. The Content Review process for those courses that have gone through Content Review since 1999, without any substantial changes, will only be required to include the new revised course outline (on the approved format), the current (old) outline, and course-level SLO, together with the Content Review form, which will now include a box to be checked that states that no substantial change has been made to the course. All courses will need to have gone through Content Review by Accreditation in 2008. Therefore, they must be done within the next three semesters, or they will be deleted from the catalog. The only courses that will not be required to go through Content Review this round are courses that were originated or went through Content Review since S04. Jim will announce this at the next Council of Chairs meeting.

Curriculum Process for Distance Education Title 5 requires that distance education courses be separately reviewed, and must include regular effective contact between instructor and students. The accreditation process seems to be taking a closer look at distance education programs in general, and at online degree programs in particular. We should ensure that our curricular processes can withstand external scrutiny and that our distance education sections are every bit as rigorous as the classroom sections with the same course outline, and therefore should not be treated differently. In the past couple of years the University of California system has raised questions about the integrity of our distance education courses and has contemplated restricting their transfer ability. Recently, the delegates at the Fall 2006 ASCCC Plenary Session passed Resolution 11.02 that says in part: "Curriculum committees must ensure that their local processes support and promote high quality, academic rigor, and integrity of their courses by implementing a curricular review of all courses with delivery methods that regularly replace face-to-face time with an alternative mode of delivery, regardless of the percentage of face-to-face time being replaced." The CIC feels that the Distance Ed process here at CCC is acceptable.

New Graduation Requirements The State is requiring that we adopt new graduation requirements in English and Math. Essentially this means that to graduate with an A.A. degree students will have to complete English 1A and Intermediate Algebra-Math 120 (with a prerequisite of Elementary Algebra Math 118). Jim asked those

reps to get the word out at their division meetings that new courses need to be created by Fall '08 and Fall '09 to fulfill this requirement. Entering freshmen in 2009 will need to fulfill this requirement for graduation in 2011. This will be returned for approval at the next meeting.

PRESENTATIONS FROM THE PUBLIC There were no presentations from the public.

NEXT MEETING – February 12, 2007

ADJOURNMENT The meeting was adjourned at 4:15 p.m.