

COLLEGE INSTRUCTION COMMITTEE

Applied Arts Building AA-216 2:15 p.m.
Monday, March 10, 2008

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: Rick Ramos (LAVA), Manu Ampim (NSAS, alt.), Vern Cromartie (NSAS), Robert Chan (NSAS), Jason Berner (CLASS), Kenyetta Tribble (CLASS/Articulation), Shannon Beckham (Classified Senate/Scheduler)

RESOURCE TEAM: Donna Floyd (Senior Dean of Instruction)

GUESTS: Joe DeTorres, Bonnie Holt, Tamara Green (Articulation), Wendy Williams, Julie Shieh

CONSENT ACTION ITEMS:

AGENDA: The agenda was approved with the addition of three ADJUS change to Certificates.

MINUTES: The minutes of February 25 were approved.

CHANGES TO MAJOR/CERTIFICATE PROPOSALS:

Foreign Languages - French

CHANGE: Delete from catalog

ACTION: Approved

Liberal Studies - General

CHANGE: Delete from catalog. This degree denotes that it is a teacher credential training degree which is not offered at CCC.

ACTION: Approved

Liberal Studies – Transfer

CHANGE: Delete from catalog

ACTION: Approved

ADJUS – Law Enforcement

CHANGE: Add/Delete courses from Major/Certificate

NEW UNIT VALUE: 18

ACTION: Approved

ADJUS – Corrections

CHANGE: Add/Delete courses from Major/Certificate

NEW UNIT VALUE: 18

ACTION: Approved

ADJUS – Police and Correctional Academy Readiness Program Certificate of Completion

CHANGE: Add: Students must have a 3.0 average in the coursework associated with this certificate.

NEW UNIT VALUE: NC

ACTION: Approved

NOTE: The change to major section will be removed from the new course proposal and the catalog/course revision forms. A separate Change of Major form must be submitted for any changes to the major and/or certificate. Schedule description boxes and “for administrative use only” sections to be added to new course proposal forms will be discussed at the next CIC meeting.

COURSE/CATALOG CHANGE PROPOSALS:

SOCIO 245 Sociology of Race

CHANGE: Description, title to “Sociology of Race and Ethnicity”

ACTION: Approved

ENGL 230A World Literature to the Renaissance

CHANGE: Delete from catalog

ACTION: Approved

NOTE: Needs Change of Major

ECON 220 Principles of Economics (Macro)

CHANGE: Description and title (Introduction to Macroeconomic Principles)

ACTION: Approved with condition of correction to description met.

ECON 221 Principles of Economics (Micro)

CHANGE: Description and title (Introduction to Microeconomic Principles)

ACTION: Approved with condition of correction to description met.

MEDIC 214 EKG Technology

CHANGE: Delete from catalog

ACTION: Approved

EMED 109 CPR for the Healthcare Provider

CHANGE: Description (to match cross listed course MEDIC 109)

ACTION: Approved

NEW COURSE PROPOSALS:

HHS 104 Introduction to Health Care Careers II

DISCIPLINE: Health Care Ancillaries, Health

HOURS/UNITS: 3 lecture/3 Unit

GRADE TYPE: LG

ACTION: Approved with condition of correction to description met.

ART 235 Hot Metals Intermediate Jewelry I

DISCIPLINE: Art/Jewelry

HOURS/UNITS: 1-2 lecture/3-4 lab/ 0-4 By arrangement/ 2-4 Units

GRADE TYPE: SC

ACTION: Approved with condition of including Reading Analysis met.

NOTE: Reading level does not have to be 12th grade level if it is a skills level or non-degree course.

ART 236 Hot Metals Intermediate Jewelry II

DISCIPLINE: Art/Jewelry

HOURS/UNITS: 1-2 lecture/3-4 lab/ 0-4 By arrangement/ 2-4 Units

GRADE TYPE: SC

ACTION: Approved with condition of including Reading Analysis met.

CONTENT REVIEWS WITH PRE/CO-REQUISITES/ ADVISORIES:

ART 224

ACTION: Approved with Kenyetta abstaining because of matrix.

ART 125

ACTION: Approved with Kenyetta abstaining because of matrix.

MUSIC 151

ACTION: Approved

MUSIC 250

ACTION: Will be returned to next agenda with correction to Pre-requisite Comparison Matrix.

CONTENT REVIEWS WITHOUT PRE/CO-REQUISITES/ADVISORIES REVIEWED:

ART 124 Approved

BUS 109 Conditionally Approved

BUS 186 Approved

BUS 294 Approved

SOCIO 245 Conditionally Approved

MUSIC 150 Conditionally Approved

MUSIC 170 Approved

MUSIC 251 Conditionally Approved

ENGL 142A Conditionally Approved

ENGL 200A Conditionally Approved

ENGL 200B Conditionally Approved

ENGL 230B Conditionally Approved

ECON 220 Approved

ECON 221 Approved

RE 163 Approved

NEW BUSINESS

LDTP (Lower Degree Transfer Pattern) Kenyetta Tribble explained that the CSU does not have course outlines, only common course numbering call TCSU, which is like the CAN system. CAN is good only until Fall 2009. TCSU are individual CSU transfer course numbers that are assigned to identify lower-division coursework students may take at CCC to prepare for high demand majors at the CSU (in which at least 80% of the course must contain the CSU course.) For a list of TCSU course descriptors, and more information, go to: http://www.calstate.edu/acadaff/ldtp/docs/CCC_LDTP_Guidebook.pdf

Proposed Liberal Arts Degree Donna Floyd and Kenyetta Tribble presented the new Liberal Arts Degree requirements that will be listed in the 2008-09 catalog. An area of concentration is required for the Liberal Arts Degree. The State Chancellor's Office has given their approval and the CCC Liberal Studies Degree will be grandfathered in. This will be brought back as an action item on the next CIC agenda.

CIC Manual Revision The manual is being revised and the CIC will be kept abreast of the revisions by email attachments. The members are asked to review the attachments and inform the CIC office of any concerns or suggestions. A section will be added to the course proposal and outline indicating whether a course has been cross listed with another. A justification statement section will be added to the new course proposal explaining the need for offering students the course and a section for the Departmental Goals Justification Statement and how the course is consistent with strategic planning goals for each Department. Also, the Cultural Pluralism Statement (required for CSU GE transferable courses only) will be added to the proposal form thus reducing the possibility of failing to attach these required statements to the new course proposal and having them readily available for Content Review.

NEW BUSINESS

CMS This item was not discussed.

CIC ANNOUNCEMENTS and OPEN DISCUSSION An SLO will be required with any CIC course action item proposal effective immediately. It is also noted that the effective date on all CIC proposals will be 2008-09 catalog until further notice.

PRESENTATIONS FROM THE PUBLIC Kenyetta stated that a student asked that this public complain be noted in the minutes. The complaint is that if a major has not been approved, it should not be listed on the college website. Apparently the student took the required courses for the major only to find out when he applied for graduation or for the Certificate of Achievement, that it was not an approved major.

NEXT MEETING – March 24, April 14, 28, May 12

ADJOURNMENT The meeting was adjourned at 5 p.m.