

COLLEGE INSTRUCTION COMMITTEE

Liberal Arts Building LA-207 2:15 p.m.

Monday, November 26, 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:** Rick Ramos (LAVA), Vern Cromartie (NSAS), Robert Chan (NSAS), Jason Berner (CLASS), Kenyetta Tribble (CLASS), Tim Schulze (ASU)**GUESTS:** R. Figuera, C. Tsai, J. Allen, E. Smith, B. Goehring, T. Elliott, M. Werner-McCullough, P. Fleming, K. Levine, B. Holt, J. Ledbetter, K. Krolikowski, C. Etheredge**CONSENT ACTION ITEMS:****AGENDA:** The agenda was approved.**MINUTES:** The minutes of October 22, 2007 were approved.**COURSE/CATALOG DELETION PROPOSALS: ACTION:** Bundled and Approved.

ART 170	BOT 120	CIS 036B	CIS 127	CIS 189	MUSIC 095	MUSIC 140
ART 243	COUNS 080	CIS 036C	CIS 165	CIS 193	MUSIC 124	MUSIC 145
ART 244	ENGL 210A	CIS 039	CIS 180	CIS 192	MUSIC 125	MUSIC 225
BIOSC 181	ENGL 220A	CIS 040	CIS 185	CIS 182	MUSIC 128	MUSIC 224
		CIS 181			MUSIC 136	MUSIC 146

ADJUS COURSE/CATALOG CHANGE PROPOSALS: ACTION: Approved

ADJUS 120P Intro to ADJUS Remove "P" from course number, change to description

ADJUS 121P Introduction to ADJUS Remove "P" from course number, change to description

ADJUS 122P Criminal Procedures Remove "P" from course number, change to description

ADJUS 125P Report Preparation Remove "P" from course number, change to description

ADJUS 127 Youth Police Academy change to description

ADJUS 171 Defensive Firearms ~~Shooting~~ and Gun Safety Title, Description 2 lecture / 2 units

ADJUS 221P Legal Aspects of Evident Remove "P" from course number

ADJUS 222 Principles of ~~Basic~~ Investigation Description and title change**ADJUS NEW COURSE PROPOSALS: ACTION:** Approved

ADJUS 128 Campus Police Aide Orientation, added to both ADJUS majors

DISCIPLINE: ADJUS**HOURS:** 1.25 lecture/2.25 lab **UNITS:** 2**GRADE TYPE:** SC

ADJUS 139 Criminal Gangs and Terrorism new course, added to both ADJUS majors

DISCIPLINE: ADJUS**HOURS:** 3 lecture **UNITS:** 3**GRADE TYPE:** LG**CHANGES TO ADJUS MAJOR/ CERT OF ACHIEVEMENT PROPOSALS: ACTION:** ApprovedADJUS Corrections (add ADJUS 120) **NEW UNIT VALUE:** 27

ADJUS Law Enforcement (add ADJUS 222, 260 as required courses, change from 6 to 3 elective units required)

NEW UNIT VALUE: 27**ADJUS NEW CERTIFICATES OF COMPLETION PROPOSALS: ACTION:** ApprovedADJUS Cal State East Bay Transfer **UNIT VALUE:** 15ADJUS Community Relations Specialist **UNIT VALUE:** 12ADJUS Corrections Specialist **UNIT VALUE:** 15ADJUS Criminal Law Specialist **UNIT VALUE:** 12ADJUS Investigative Specialist **UNIT VALUE:** 12ADJUS Juvenile Counseling **UNIT VALUE:** 15ADJUS Patrol Specialist **UNIT VALUE:** 15ADJUS Police and Correctional Academy Readiness Program **UNIT VALUE:** 15.5-17ADJUS Security Specialist **UNIT VALUE:** 14

ART COURSE/CATALOG CHANGE PROPOSALS: ACTION: Approved

ART 120 change in hours and units 3 units/36 lec/72 lab
ART 121 change in hours and units 3 units/36 lec/72 lab
ART 124 change in hours and units 3 units/36 lec/72 lab
ART 125 change in hours and units 3 units/36 lec/72 lab
ART 130 change in hours and units 3 units/36 lec/72 lab
ART 131 change in hours and units 3 units/36 lec/72 lab
ART 132 change in hours and units 2-4 units/ 18-36lec/54-72lab/0-72 by arr.
ART 133 change in hours and units 2-4 units/ 18-36lec/54-72lab/0-72 by arr.
ART 140 change in hours and units 2-4 units/ 18-36lec/72lab/0-72 by arr.
ART 141 change in hours and units 2-4 units/ 18-36lec/72lab/0-72 by arr.
ART 143 change in hours and units 2-4 units/ 18-36lec/54-72lab/0-72 by arr.
ART 144 change in hours and units 2-4 units/ 18-36lec/54-72lab/0-72 by arr.
ART 145 change in hours and units 2-4 units/ 18-36lec/54-72lab/0-72 by arr.
ART 146 change in hours and units 2-4 units/ 18-36lec/54-72lab/0-72 by arr.
ART 152 change in hours and units 2-4 units/ 18-36lec/54-72lab/0-72 by arr.
ART 158 change in hours and units 2-4 units/ 18-36lec/54lab/0-54 by arr.
ART 159 change in hours and units 2-4 units/ 18-36lec/54lab/0-54 by arr.
ART 161 change in hours and units 2-4 units/ 18-36lec/72lab/0-72 by arrange
ART 162 change in hours and units 2-4 units/ 18-36lec/72lab/0-72 by arrange
ART 174 change in hours and units 2-3 units/ 18-36lec/72lab
ART 175 change in hours and units 2-3 units/ 18-36lec/54-72lab
ART 184 change in hours and units 3 units/36 lec/72 lab
ART 220 change in hours and units 3 units/36 lec/72 lab
ART 221 change in hours and units 3 units/36 lec/72 lab
ART 224 change in hours and units 3 units/36 lec/72 lab
ART 225 change in hours and units 3 units/36 lec/72 lab
ART 230 change in hours and units 3 units/36 lec/72 lab
ART 231 change in hours and units 3 units/36 lec/72 lab
ART 232 change in hours and units 2-4 units/ 18-36lec/54-72lab/0-72 by arrange
ART 233 change in hours and units 2-4 units/ 18-36lec/54-72lab/0-72 by arrange
ART 240 change in hours and units 2-4 units/ 18-36lec/54-72lab/0-72 by arrange
ART 241 change in hours and units 2-4 units/ 18-36lec/54-72lab/0-72 by arrange
ART 245 change in hours and units 2-4 units/ 18-36lec/54-72lab/0-72 by arrange
ART 246 change in hours and units 2-4 units/ 18-36lec/54-72lab/0-72 by arrange
ART 258 change in hours and units 2-4 units/ 18-36lec/54lab/0-54 by arrange
ART 259 change in hours and units 2-4 units/ 18-36lec/54lab/0-54 by arrange
ART 261 change in hours and units 2-4 units/ 18-36lec/72lab/0-72 by arrange
ART 262 change in hours and units 2-4 units/ 18-36lec/72lab/0-72 by arrange
ART 274 change in hours and units 2-3 units/ 18-36lec/72lab
ART 275 change in hours and units 2-3 units/ 18-36lec/72lab

AUSER COURSE/CATALOG CHANGE PROPOSALS: ACTION: Approved

AUSER 100 Topics in Automotive Services change in hours/unit value 9-72 lec/27-216/.5-4 units
AUSER 120 change to course description
AUSER 121 change to course description, title to include Laboratory
AUSER 123 change to course description
AUSER 124 change to description and title Introduction to Automotive Painting and Refinishing Technology
AUSER 125 change to description and title Introduction to Auto Collision Repair Technology Laboratory
AUSER 126 change to descr/title Introduction to Automotive Painting and Refinishing Technology Laboratory
AUSER 128 change to course description

AUSER 129 change to course description, add AUSER 128 as a co-requisite
AUSER 130 change to course description
AUSER 131 change to course description
AUSER 141 change to course description
AUSER 152 change to course description
AUSER 153 change to description, title Automotive Steering & Suspension Systems & Headlamp Aiming
AUSER 161 change to course description, Other: For apprentices
AUSER 163 change to course description, Other: For apprentices
AUSER 164 change to course description, Other: For apprentices
AUSER 165 change to course description, Other: For apprentices
AUSER 168 change to descr/title Introduction to Auto Collision Repair Technology, Other: For apprentices
AUSER 169 change to course description, Other: For apprentices
AUSER 171 change to course description and title Introduction to Auto Collision Repair Technology
AUSER 190 change to course description
AUSER 195 change to course description
AUSER 220 change to course description
AUSER 221 change to course description, title to include Laboratory
AUSER 225 change to course description, repeatability to 3, title Advanced Auto Collision Laboratory
AUSER 226 change to description, add prereqs, repeat to 3, title Advanced Auto Painting and Refinishing Lab
AUSER 230 change to course description
AUSER 238 change to course description
AUSER 260 change to course description, Other: For apprentices
AUSER 261 change to course description, Other: For apprentices
AUSER 267 change description/title Automotive Painting and Refinishing Technology, Other: For apprentices
AUSER 268 change desc/title Advanced Tune-up and Emissions, delete pre-req 190, Other: For apprentices
AUSER 271 change to course description and title Automotive Painting and Refinishing Technology
AUSER 290 change to course description and title Advanced Tune-up and Emissions, delete all pre-reqs

AUSER VARIABLE TOPICS PROPOSALS: ACTION: Approved

AUSER 100I Brakes, Suspension and Steering

DISCIPLINE: Automotive Technology

HOURS: 3 lecture/9 lab/ **UNITS:** 6

GRADE TYPE: LG

AUSER 100J Automotive Electrical Systems

DISCIPLINE: Automotive Technology

HOURS: 3 lecture/9 lab/ **UNITS:** 6

GRADE TYPE: LG

AUSER 100K Engine Performance

DISCIPLINE: Automotive Technology

HOURS: 3 lecture/9 lab/ **UNITS:** 6

GRADE TYPE: LG

AUSER 100L Automotive Fundamentals

DISCIPLINE: Automotive Technology

HOURS: 3 lecture/9 lab/ **UNITS:** 6

GRADE TYPE: LG

CULIN COURSE/CATALOG CHANGE PROPOSALS: ACTION: Approved

CULIN 105 Food Safety Managers Certification Training Change title (Food Safety) and description

CULIN 120 Remove CULIN 105 as pre-req, add CULIN 127 as co-req

CULIN 127 Introduction to Food Safety Change title (Becoming ServSafe Certified), description

CULIN 130 Introduction to Commercial Baking Delete advisory CULIN 105

CULIN 131 Introduction to Pastry Product Preparation Delete advisory of CULIN 105

CULIN 230 Commercial Baking Delete pre-req CULIN 105

CULIN 231 Cake Finishing and Restaurant Desserts Description and deletion of CULIN 105 as a prereq

CULIN 241A Introduction to Classical and Modern Food Preparation delete pre-req CUL105

CULIN 280 Applied Math for Food Service Course description

CULIN NEW COURSE PROPOSAL: ACTION: Approved

CULIN 279 Math for Food Service

DISCIPLINE: Culinary Arts/Food Technology

HOURS: 3 lecture **UNITS:** 3

GRADE TYPE: CR/NC

CULIN CHANGES TO MAJOR/CERTIFICATE PROPOSALS:

CULIN–Basic Food Service Cert. of Completion Add CUL 105, 127, 279 delete CUL 99 **NEW VALUE:** 15.5

CULIN–Training in Baking and Pastry Skills Major/Cert. Add CUL 127 delete CUL 105 **NEW VALUE:** 48

ECHD COURSE/CATALOG CHANGE PROPOSALS: ACTION: Approved

ECHD 125 change to course description

ECHD 126 change to description, title (Montessori Method and Curriculum: Sensorial, Music, and Gross Motor)

ECHD 127 change to course description

ECHD 128 change to description, title (Montessori Method and Curriculum: Mathematics, Biological and Physical Sciences)

ECHD 129 change to course description

ECHD 133 change to course description

ECHD 139 change to course description

ECHD 223 change to course description

ECHD COURSE/CATALOG CHANGE PROPOSALS: ACTION: Not approved

ECHD 153 change repeatability –cannot be repeatable

ECHD 154 change repeatability - cannot be repeatable

SPEECH COURSE/CATALOG CHANGE PROPOSALS: ACTION: Approved

SPCH 141 Argumentation and Debate Hours changed to 0-2 lecture/0-7 by arrangement/ .5-4 Units

SPCH 142 Performance of Literature Hours changed to 0-2 lecture/0-7 by arrangement/ .5-4 Units

SPCH 160A Speaking in the Community Hours changed to 0-2 lecture/0-4 by arrangement/ .5-3 Units

SPCH 160B Forensics Hours changed to 0-2 lecture/0-4 by arrangement/ .5-3 Units

NURS COURSE/CATALOG CHANGE PROPOSALS: ACTION: Approved

NURS 230 Nursing Care of Women and Newborns Add prerequisites NURS 210, 212, and Advisory note

NURS 240 Nursing Care of Children Add prerequisites NURS 210, 212, (PSYCH 126 or PE 197) and Advisory

COURSE/CATALOG CHANGE PROPOSALS: ACTION: Approved

LIBST 110 Change to description, hours and units Lab 1.5-9 Units 0.5-3

MATH 080 Strategies in Math Change to description

ENGL 082 Strategies in Reading II Change to description and repeatability (3), title (Learning Strategies)

BIOSC VARIABLE TOPICS PROPOSALS: ACTION: Approved

BIOSC 100K Introduction to Biotechnology Concepts

DISCIPLINE: BIOSC/Biotechnology

HOURS: 1 lecture **UNITS:** 1

GRADE TYPE: LG

BIOSC 100L Math Applications in Biotechnology

DISCIPLINE: BIOSC/Biotechnology

HOURS: 2 lecture **UNITS:** 2

GRADE TYPE: LG

BIOSC 100M Introduction to bio-Manufacturing Instruments and Measurements

DISCIPLINE: BIOSC/Biotechnology

HOURS: 3 lecture/3 lab **UNITS:** 4

GRADE TYPE: LG

BIOSC 100N Current Laboratory Methods in the Biopharmaceutical Industry and Standard Operating Procedures

DISCIPLINE: BIOSC/Biotechnology

HOURS: 4 lecture/3 lab **UNITS:** 5

GRADE TYPE: LG

BIOSC NEW COURSE PROPOSALS: ACTION: Approved

BIOSC 186 Protein Purification and Analysis new course

DISCIPLINE: BIOSC/Biotechnology

HOURS: 0.5 lecture/1.5 lab **UNITS:** 1

GRADE TYPE: LG

BIOSC 187 DNA Manipulation and Cloning new course

DISCIPLINE: BIOSC/Biotechnology

HOURS: 0.5 lecture/1.5 lab **UNITS:** 1

GRADE TYPE: LG

BIOSC CHANGES TO MAJOR/ CERT OF ACHIEVEMENT PROPOSALS: ACTION: Approved

BIOSC - Biotechnology Major Delete BIOSC 181, Add BIOSC 182-187 **NEW UNIT VALUE:** NC

BIOSC – Biotechnology Certificate of Completion Delete BIOSC 181, Add BIOSC 182-187 **UNIT:** NC

INTEC VARIABLE TOPICS PROPOSALS: ACTION: Approved

INTEC 100B Introduction to Process Technology

DISCIPLINE: Industrial Technology

HOURS: 2.5 lecture/1.5 lab **UNITS:** 3

GRADE TYPE: LG

INTEC 100C Industrial Safety, Health, and Environment

DISCIPLINE: Industrial Technology

HOURS: 1 lecture **UNITS:** 1

GRADE TYPE: LG

COUNS VARIABLE TOPICS PROPOSALS: ACTION: Approved

COUNS 100B Introduction to Family Support Services

DISCIPLINE: Counseling

HOURS: 3 lecture **UNITS:** 3

GRADE TYPE: SC

EDUC VARIABLE TOPICS PROPOSALS: ACTION: Approved

EDUC 100E Pedagogical Skills Workshop .2 lec/ .2 unit

DISCIPLINE: EDUC

HOURS: 0.2 lecture **UNITS:** 0.2

GRADE TYPE: CR/ NC

EDUC COURSE PROPOSALS: ACTION: Approved

EDUC 110 CBEST Preparation new course

DISCIPLINE: EDUC

HOURS: 1 lecture/1.5 lab **UNITS:** 1.5

GRADE TYPE: CR/ NC

EDUC 127 Classroom Management and Discipline new course

DISCIPLINE: EDUC

HOURS: 1 lecture **UNITS:** 1

GRADE TYPE: CR/ NC

EDUC 139 Education Field Practicum and Coaching new course

DISCIPLINE: EDUC

HOURS: 9 lab /**UNITS:** 3

GRADE TYPE: CR/ NC

EDUC NEW CERTIFICATE OF COMPLETION PROPOSAL: ACTION: Approved

EDUC K-12 School and Youth Program Group Leader EDUC 127, 139, ECHD 146 **UNIT VALUE:** 7

CIS NEW COURSE PROPOSALS: ACTION: Approved

CIS 166A Basic Web Page Development

DISCIPLINE: CIS

HOURS: 1.5 lecture/1 lab **UNITS:** 1.75

GRADE TYPE: SC

***MAJOR CHANGE:** CIS 166A and 166B are replacing CIS 160 in the Computer Programming Major

CIS 166B Advanced Web Page Development

DISCIPLINE: CIS

HOURS: 1.5 lecture/1 lab **UNITS:** 1.75

GRADE TYPE: SC

***MAJOR CHANGE:** CIS 166A and 166B are replacing CIS 160 in the Computer Programming Major

CIS CHANGES TO MAJOR/ CERT OF ACHIEVEMENT PROPOSALS: ACTION: Approved

CIS Computer Networking Major/Certificate Add and delete courses **NEW VALUE:** NC

CIS Computer Operations Major/Certificate Add and delete courses **NEW VALUE:** 23-24.5

CIS Computer Programming Major/Certificate Add and delete courses **NEW VALUE:** 28

MEDIC NEW COURSE PROPOSALS: ACTION: Approved

MEDIC 109 CPR for the Healthcare Provider new course

DISCIPLINE: Health, Health Care Ancillaries

HOURS: .11 lecture/.33 lab **UNITS:** 0 .2

GRADE TYPE: CR/ NC

MEDIC 160 Administrative Medical Assisting new course

DISCIPLINE: Health, Health Care Ancillaries

HOURS: 3 lecture **UNITS:** 3

GRADE TYPE: LG

***MAJOR CHANGE:** MEDIC 160 replaces MEDIC 120 in the Medical Assisting and Office Technician Major/Cert.

MEDIC 161 Clinical Medical Assisting new course

DISCIPLINE: Health, Health Care Ancillaries

HOURS: 3 lecture/3 lab **UNITS:** 4

GRADE TYPE: LG

***MAJOR CHANGE:** MEDIC 161 replaces MEDIC 121 in the Medical Assisting and Office Technician Major/Cert.

MEDIC 162 Medical Assisting and Special Procedures, Medications and Emergencies new course

DISCIPLINE: Health, Health Care Ancillaries

HOURS: 3 lecture **UNITS:** 3

GRADE TYPE: LG

PE NEW COURSE PROPOSALS: ACTION: Approved

PE 162 Ballroom Bronze

DISCIPLINE: PE/Dance

HOURS: 1-4 Activity **UNITS:** 0.5-2

GRADE TYPE: LG

PE 163 Latin Social Dance

DISCIPLINE: PE/Dance

HOURS: 1-4 Activity **UNITS:** 0.5-2

GRADE TYPE: LG

PE 164 Ballet I

DISCIPLINE: PE/Dance

HOURS: 1-4 Activity **UNITS:** 0.5-2

GRADE TYPE: LG

PE 165 Pilates

DISCIPLINE: PE/Dance

HOURS: 1-4 Activity **UNITS:** 0.5-2

GRADE TYPE: LG

HHS NEW COURSE PROPOSALS: ACTION: Approved

HHS 103 Introduction to Health Care Careers I new course

DISCIPLINE: Health/Health Care Ancillaries

HOURS: 3 lecture **UNITS:** 3

GRADE TYPE: LG

HHS CHANGES TO MAJOR/CERTIFICATE OF ACHIEVEMENT PROPOSALS: ACTION:

Approved

HHS Medical Assisting and Office Technician Major/Cert Add/Delete courses **NEW UNIT VALUE:** NC

AFRAM NEW COURSE PROPOSALS: ACTION: Approved

AFRAM 098 Building Pre-Collegiate Skills Through Cultural Pride new course

DISCIPLINE: AFRAM

HOURS: 3 lecture **UNITS:** 3

GRADE TYPE: SC

CCT NEW CERTIFICATE OF COMPLETION PROPOSALS: ACTION: Approved

CCT Security Systems for Home and Small Business (CCT 171) **UNIT VALUE:** 4

CCT Wireless Networks for Home and Small Business (CCT 172) **UNIT VALUE:** 4

CCT CHANGES TO MAJOR/CERT OF ACHIEVEMENT PROPOSALS: ACTION: Approved

CCT Network Technology Add to options (CCT 170 or 171, CCT 172 or 274) **UNIT VALUE:** NC

BOT CHANGES TO MAJOR/ CERT OF ACHIEVEMENT PROPOSALS: ACTION: Approved

BOT Administrative Assistant Add/Delete courses **NEW UNIT VALUE:** 31

BOT General Office Major Removed from agenda Changes were previously made.

***BOT CHANGES TO CERTIFICATE OF COMPLETION PROPOSALS: ACTION:** Approved

Business Office Technology removed from catalog by BOT 120 course deletion

MUSIC CHANGES TO MAJOR PROPOSALS: ACTION: Approved

MUSIC Deleting courses (all optional) **UNIT VALUE:** NC

CONTENT REVIEWS F07

ADJUS	AUSER		ART	ENGL	ECHD	OTHERS
120	120	164	140	ENGL 082	120	AFRAM 110
121	121	165	141	ENGL 210B	121	BIOSC 155
122	123	168	144	ENGL 220B	123	BIOSC 156 needs SLO
124	124	169	145	ENGL 274	124	HIST 122
125	125	171	146		140A-E	HIST 123
126	126	190	174		142	MATH 080
127	128	195	175		144	NURS 230
130	129	220	240		145	NURS 240
171	130	221	241		146	POLSC 225 no SLO
221	131	225	245		150	SOCIO 225 no SLO
222	141	226	246		152	
223	150	230	274		153	
260	151	238	275		154	
832A1	152	260			161	
832A2	153	261			162	
	161	267			220	
	163	268			226	
		271			290	
		290			291	

CIC ANNOUNCEMENTS and OPEN DISCUSSION There were no announcements or open discussion.

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

NEXT MEETING – January 14

ADJOURNMENT The meeting was adjourned at 6 p.m.