## CONTRA COSTA COLLEGE CURRICULUM INSTRUCTION COMMITTEE MEETING MINUTES

Purpose: College Curriculum Approval Process (sub-committee of Academic Senate) Facilitator: Jason Berner

Location: AA-216

Date: Monday, 8/23/10 Note Taker: <u>Lynette Kral</u>

Time: 2:15 p.m. -3:15 p.m.

CONSENT AGENDA	COMMENTS/NOTES
Approve Agenda	Those in attendance were Jason Berner, Shannon Beckham, Kenyetta Tribble, Vern Cromartie, Manu Ampim, Bonnie Holt, Walter Masuda, Robert Webster. The agenda was approved.
<ul> <li>Course Revisions:</li> <li>CHEM 226 (Title; retroactive '10-'11 Catalog)</li> <li>CHEM 227 (Title; retroactive '10-'11 Catalog)</li> </ul>	Revisions Approved: Titles changed from Organic Chemistry to Organic Chemistry I and II.
<ul> <li>Major/Certificate Revisions:</li> <li>Naming of Certificate/s (i.e. Achievement, Accomplishment, and/or Completion)</li> </ul>	<ul> <li>It was motioned and approved to change the name of the Certificate of Accomplishment back to the original name of Certificate of Completion.</li> <li>Proposed certificates of 18 or more semester units and approved by the Chancellor's Office must be called Certificates of Achievement and may be listed on student transcripts.</li> <li>Proposed certificates of 12 or more semester units (that represents a well-defined pattern of learning experiences designed to be oriented to career or general education) may be approved by the Chancellor's Office and can be called Certificates of Achievement and may be listed on student transcripts.</li> <li>Proposed certificates fewer than 18 semester units and not approved by the Chancellor's Office must not be called Certificates of Achievement and may not be listed on student transcripts.</li> </ul>
CCC Major/Certificate listing format and detail.	<ul> <li>All programs (Certificates of Achievement, Completion, and Majors) need program-level SLO plans when submitted to the CIC.</li> </ul>

<ul> <li>Announcements</li> <li>Open Discussion:</li> </ul>	<ul> <li>Jason announced the September 7 Webinar for Stand-Alone Course Training that all CIC participants need to be certified in.</li> <li>Jason confirmed that it is optional for the Objectives to be listed on the syllabus.</li> <li>SB1440 will be on the next agenda.</li> <li>The new CMS program CCC received from DVC doesn't require all the items such as syllabi, exams, etc. (Only sample test questions are required.)There is a link on the DVC website where a sample of the program can be viewed. CIC needs to begin moving towards what information will be required for the CMS when the program is ready. Jason will consider presenting a course-level workshop during flex.</li> </ul>
Public Presentations	There were no presentations.

Submitted by Lynette Kral Academic Senate Meeting adjourned at 3:15 p.m. Next meeting: September 13, 2010