

COLLEGE INSTRUCTION COMMITTEE

Applied Arts Building AA-216 2:15 p.m.
Monday, December 9, 2013

CONTRA COSTA COLLEGE

2600 Mission Bell Drive
San Pablo, California 94806

DRAFT MINUTES

CALL TO ORDER Meeting was called to order at 2:15 p.m.

COMMITTEE MEMBERS IN ATTENDANCE: Jason Berner (Chair), Robert Webster (SS), Jennifer Ounjian (NSAS), Vern Cromartie (NSAS), Andrew Kuo (LAVA), Julie Shieh-Cook (LAVA)

RESOURCE TEAM: Shondra West (Instructional Office)

COMMITTEE MEMBERS ABSENT: Norma Valdez-Jimenez (SS)

VISITORS IN ATTENDANCE: Marshall Alameida, John Taylor, Arthur Morgan, Gabriela Segade, Susan Lee, Katie Krolikowski, Joe Ledbetter, Irena Stefanova, Rick Ramos, Terrill Mead

ACTION ITEMS:

AGENDA OF DECEMBER 9: The agenda was approved.

MINUTES OF NOVEMBER 25: The minutes were not available.

NEW COURSES: Physical Education

DANCE 164B Intermediate Ballet

ACTION: Approved

DANCE 118B Intermediate Techniques of Hip Hop and Urban Funk

ACTION: Tabled – Description doesn't match objectives and content.

NON-SUBSTANTIAL CHANGE TO COURSE: Chemistry

CHEM 119 Introductory Chemistry

CHANGE: Description

ACTION: Approved

NON-SUBSTANTIAL CHANGE TO COURSE: English

ENGL 092 Four-way English

CHANGE: Delete co-req. of ENGL 102

ACTION: Approved

ENGL 110A Developing College-Level Reading Proficiency

CHANGE: Delete co-req. of ENGL 103

ACTION: Approved

ENGL 139 Developing Reading and Writing Skills

CHANGE: Delete co-req. of ENGL 102

ACTION: Approved

ENGL 142A Writing: Expository-A

CHANGE: Delete co-req. of ENGL 102

ACTION: Approved

NON-SUBSTANTIAL CHANGE TO COURSE: Mathematics

MATH 115 Pre-Algebra

CHANGE: Grade option from LG to SC

ACTION: Approved

MATH 101 Basic Skills of Arithmetic

CHANGE: Grade option from LG to SC; course description; hours from 54 lecture/36 lab to 54 lecture only.

ACTION: Approved

MATH 190 Analytic Geometry and Calculus

CHANGE: Delete pre-req. MATH 171; add pre-req. of MATH 171, *or* MATH 121 and MATH 135

ACTION: Approved

MATH 101C Basic Skills of Arithmetic

CHANGE: Deletion of course.

ACTION: Approved

NON-SUBSTANTIAL CHANGE TO PROGRAM: Biology

Biotechnology Technician Certificate of Achievement

CHANGE: Increase number of optional courses in the certificate with no change in unit value. Courses added: SPCH 120 (3 units) and MATH 164 (4 units)

ACTION: Approved

NON-SUBSTANTIAL CHANGE TO COURSE: Biology

BIOSC 172L Introduction to Biotechnology Lab

CHANGE: Textbook changed for IGETC consideration

ACTION: Approved

BIOSC 157 Foundations in Biotechnology

CHANGE: Add BIOSC 172L as a pre-req.

ACTION: Approved

BIOSC 159 Introduction to Biotechnology Laboratory

CHANGE: Remove BIOSC 172 as a co-req. and change title to Fundamentals of Biotechnology Laboratory

ACTION: Approved

NON-SUBSTANTIAL CHANGE TO PROGRAM: Nursing

Certified Nursing Assistant-Home Health Aide

CHANGE: Delete entire certificate

ACTION: Approved

NON-SUBSTANTIAL CHANGE TO COURSE: Nursing

NURS 202 Certified Nursing Assistant-Home Health Aide

CHANGE: Course deletion

ACTION: Approved

NEW COURSES: Nursing

NURS 198 Certified Nursing Assistant

ACTION: Approved with correction to SLO, material fees to \$300, objectives, description.

NURS 199 Home Health Aide

ACTION: Approved with corrections to material fees to \$150, description, prerequisite.

NON-SUBSTANTIAL CHANGE TO COURSE: Chinese

CHIN 110 Conversational Mandarin I

CHANGE: Reactivation

ACTION: Approved with corrections to SLO

CHIN 111 Conversational Mandarin II

CHANGE: Reactivation

ACTION: Approved with corrections to SLO

NON-SUBSTANTIAL CHANGE TO COURSE: Biology

BIOSC 155

CHANGE: Course deletion

ACTION: Approved

BIOSC 183 Mammalian Cell Culture

CHANGE: Pre-requisites – Remove BIOSC 155; Add BIOSC 159

ACTION: Approved

BIOSC 184 ELISA Methodology and Assay Development

CHANGE: Pre-requisites – Remove BIOSC 155; Add BIOSC 159 or BIOSC 172L or BIOSC 148 (may be taken concurrently)

ACTION: Approved

BIOSC 185 Polymerase Chain reaction, Theory and Applications

CHANGE: Pre-requisites – Remove BIOSC 155; Add BIOSC 159 or BIOSC 172L or BIOSC 148 (may be taken concurrently)

ACTION: Approved

BIOSC 186 Protein Purification and Analysis

CHANGE: Pre-requisites – Remove BIOSC 155; Add BIOSC 159 or BIOSC 172L or BIOSC 148 (may be taken concurrently)

ACTION: Approved

BIOSC 187 DNA Manipulations and Cloning

CHANGE: Pre-requisites – Remove BIOSC 155; Add BIOSC 159 or BIOSC 172L or BIOSC 148 (may be taken concurrently)

ACTION: Approved

BIOSC 148 General Microbiology

CHANGE: Add prerequisites BIOSC 157 and 159 (may be taken concurrently)

ACTION: Approved

NON-SUBSTANTIAL CHANGE TO COURSE: Medical Assisting and Office Technician

MEDIC 109 CPR for the Healthcare Provider

CHANGE: Course deletion

ACTION: Approved

NEW COURSE: Medical Assisting and Office Technician

MEDIC 228 Fundamentals of Chronic Care Assisting

ACTION: Approved with clarity to prerequisites and capitalization errors on Validation form

NEW COURSES: Industrial Technology

INTEC 111 Warehouse Management Operations

ACTION: Approved with correction to SLO and course description

INTEC 112 Forklift Operation

ACTION: Approved with correction to description and SLO

NEW COURSE: Emergency Medical Sciences

EMED 107 Emergency Responders (EMR) and Related Allied Health Occupations

ACTION: Approved with correction to repeatability (may be petitioned for repeatability once for legally mandated certification training), description to include repeatability statement and minor corrections, removed SLO assessment and criteria from outline, and include a separate SLO form.

NEW CERTIFICATE OF ACHIEVEMENT Department of Public Safety

Emergency Medical Education (16-17 unit value)

ACTION: Approved (Rick will send a revised narrative)

NON-SUBSTANTIAL CHANGE TO COURSE: Humanities

PHILO 220

CHANGE: Description

ACTION: Tabled

NON-SUBSTANTIAL CHANGE TO COURSE: Humanities

HUMAN 120

CHANGE: Update to COR

ACTION: Tabled

DISTANCE ED SUPPLEMENT TO THE COR (Tabled)

ADJUS 122 (Existing course currently offered in a lecture mode)

SOCIO 220 (Updated Supplement to Existing Online Course)

SOCIO 221 (Existing course currently offered in a lecture mode)

PHILO 220 (Existing course currently offered in a lecture mode)

HUMAN 120 (Existing course currently offered in a lecture mode)

COURSE OUTLINES UPDATED TO DELINEATE LAB CONTENT IN ORDER TO COMPLY WITH THE GUIDELINES FOR IGETC AND CSU GE (Tabled)

CHEM 120, 121, 226, 227

ENGIN 230, 240

PHYSICS 120, 120H, 121, 121H, 130, 230, 231

BIOSC 110, 140, 141

CONTENT REVIEWS (Tabled)

ESL 135A, 135B (10/14/13 agenda)

ART 118, 190, 191(10/14/13 agenda)

PE 142A (10/28/13 agenda)

DANCE 118A (10/28/13 agenda)

KINES 197 (11/25/13 agenda)

PE 273A (11/25/13 agenda)

MATH 101, 115, 118, 120, 164, 170, 171, 180, 185, 190, 191, 200, 290, 292(11/25/13 agenda)

GEOG 120, 120L, 126, 130, 150, 160 (11/25/13 agenda)

ANTHR 125, 130, 140, 140L, 150 (11/25/13 agenda)

AUSER 141, 171, 271 (11/25/13 agenda)

ART 143, 144, 145, 146 (11/25/13 agenda)

BIOSC 148(Received for 11/25/13 agenda)

JRNAL 122, 123, 222, 223 (11/25/13 agenda)

EMED 110, 135 (12/9/13 agenda)

ADJUS 120, 121, 122, 124, 126, 130, 1369, 221, 223, 225 (12/9/13 agenda)

BIOSC 182, 183, 184, 185, 186, 187 (12/9/13 agenda)

ART 132, 133, 174, 175 (12/9/13 agenda)

PE 098, 211A, 282 (12/9/13 agenda)

ESL 175 (12/9/13 agenda)

NURS 240 (12/9/13 agenda)

AGENDA ITEMS TABLED FROM PREVIOUS MEETINGS

ACSKL 100, 200, 201

ADJOURNMENT – The meeting was adjourned at 4:10 p.m. The Content Reviews, updated NSAS outlines, and distance education supplemental forms will be reviewed by the Technical Review Committee before the January 27, 2014 meeting.