

**College Instruction Committee Minutes  
Contra Costa College  
2600 Mission Bell Drive, San Pablo, California 94806**

**Monday, April 25, 2016**

**Location: CTC 131**

**Call To Order with Introduction of Guests**

The meeting was called to order at 2:15 p.m.

**Members in attendance were:** Rick Ramos (Chair), **SS:** Robert Webster, Norma Valdez-Jimenez, **LA:** Paul DeBolt, Irena Stefanova, **LAVA:** Lucile Beatty (alt), and **NSAS:** Mark Wong.

**Resource Team:** Donna Floyd and Karen Ruskowski.

**Members absent:** Rudy Zeller and Peter Lock.

**Guests in attendance were:** Randy Carver, Ellen Seidler, Scott Weatherby (by remote), Jeff Kamalian and Robbie Kunkel.

**CONSENT AGENDA ACTION ITEMS**

**April 25 Agenda**

**April 11 Minutes**

**ACTION:** Mark motioned to approve the minutes; Paul seconded, Robert, Paul, and Mark were all in favor; Rick, Norma, and Irena abstained because they were not present at the April 11 meeting.

**SPCH 141 Argumentation and Debate**

**Non-substantial Change:** Textbook change for C-ID approval. Remove wording in the lab content textbox that was entered by mistake. This is a lecture only course. This course was reviewed by CIC in Spring 2015.

**ENGL 139 Developing Reading and Writing Skills**

**Non-substantial Change:** Course deletion

**ENGL 092 Four-way English**

**Non-substantial Change:** Course deletion

**ACTION:** Irena motioned to approve consent agenda action items; Mark seconded, Rick, Robert, Norma, Paul, Irena, and Mark were all in favor; there were no abstentions.

**NON-CONSENT AGENDA ACTION ITEMS**

**SPCH 141L Argumentation Lab**

**Substantial Change:** New course (Traditional)

**Discipline:** Speech/Communication Studies   **Units:** .5-2   **Hours:** 27-108 lab   **Repeatability:** None

**ACTION:** Mark motioned to approve; Paul seconded, Rick, Norma, Paul, Irena, and Mark were in favor; Robert abstained.

**MEDIA 130 Screenplay and Script Writing**

**Content Review with Non-substantial Change:** Revising description, methods of evaluation, out-of-class assignments, objectives and minor content to align with C-ID course; requesting CCC GE Area C, CSU/UC transfer and C-ID FTVE110 approval.

**ACTION:** Norma motioned to approve; Paul seconded, Rick, Robert, Norma, Paul, Irena, and Mark were all in favor; there were no abstentions.

**MEDIA 165 Motion Graphic Design and Animation**

**Content Review with Non-substantial Change:** Changing hours from 54 lecture to 36 lecture/54 lab; revising methods of evaluation, out-of-class assignments; requesting CCC GE Area C, and CSU/UC transfer approval.

**ACTION:** Norma motioned to approve; Paul seconded, Rick, Robert, Norma, Paul, Irena, and Mark were all in favor; there were no abstentions.

**AUSER 097 Automotive Service Advising**

**Substantial Change:** New course (Traditional)

**Discipline:** Automotive Technology   **Units:** 3   **Hours:** 54 lecture

**ACTION:** Norma motioned to approve; Paul seconded, Rick, Robert, Norma, Paul, Irena, and Mark were all in favor; there were no abstentions.

**AUSER AS Degree Automotive Service Technician**

**Non-substantial Change:** Remove 2.5 unit elective and PSYCH 103A; add AUSER 207 and AUSER 097 with major units increased from 30 to 43.5 and AS degree units increased to a minimum of 62.5 unit value. Program description, possible careers, and PLO changed to match original narrative. Title changed from Automotive Technology to Automotive Service Technician,

**ACTION:** Robert motioned to approve; Paul seconded, Rick, Robert, Norma, Paul, Irena, and Mark were all in favor; there were no abstentions.

**NOTE:** Robert figured the CCC GE requirements units at a minimum of 19 and a maximum of 27.

**AUSER Certificate of Achievement Automotive Service Technician**

**Non-substantial Change:** Remove 2.5 unit elective and PSYCH 103A; add AUSER 207 and AUSER 097 with units increased from 42 to 43.5. Program description, possible careers, and PLO changed to match original narrative.

**ACTION:** Robert motioned to approve; Norma seconded, Rick, Robert, Norma, Paul, Irena, and Mark were all in favor; there

were no abstentions.

**EMED 200 Paramedic Theory I**

**Substantial Change:** New course (Traditional)

**Discipline:** Emergency Medical Technologies   **Units:** 6   **Hours:** 108 lecture

**ACTION:** Paul motioned to approve; Lucile seconded, Rick, Robert, Norma, Paul, Irena, and Mark were all in favor; there were no abstentions.

**EMED 201 Paramedic Laboratory I**

**Substantial Change:** New course (Traditional)

**Discipline:** Emergency Medical Technologies   **Units:** 4   **Hours:** 216 lab

**ACTION:** Robert motioned to approve; Irena seconded, Rick, Robert, Norma, Paul, Irena, and Mark were all in favor; there were no abstentions.

**Discussion Items**

**PLO (Program Learning Outcomes)** CurricUNET limits how the PLO are assessed. The courses that are included in the program are listed, but not the individual SLOs of those courses that actually reflect in the PLO. Rick would like to see the listed courses' individual SLO to be tied into the PLO. He likes the assessment wording that Lucile used in the AUSER AS Degree PLO "At least 70% of the students will meet the minimum standards in the Student Learning Outcome (SLO) assessments of the associated courses", and regarding the CCC GE requirements, "Courses to meet this Outcome are within the General Education Breath Requirements for the Associates Degree."

**Update Area A2 with Higher Level Math Courses** Tabled for lack of time.

**Presentations from the public** There were not presentations from the public.

**Adjournment** The meeting was adjourned at 4 p.m. The next meeting will be May 9 in CTC 131.