

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

Monday, December 12, 2016

Location: CTE 127

Call To Order with Introduction of Guests

The meeting was called to order at 2:15.

Members in attendance were: Rick Ramos, Robert Webster, Lucile Beatty, Bobby Sturgeon, Mark Wong, and Katie Krolikowski.

Members absent: Irena Stefanova, Andrea Phillips, and Paul DeBolt.

Resource Team in attendance were: Donna Floyd (Senior Dean of Instruction), Karen Ruskowski (Curriculum Specialist), and Randy Watkins (SLO Coordinator).

Guests in attendance were: Beth Goehring, Cheri Etherege, and Maryanne Werner-McCullough.

CONSENT AGENDA ACTION ITEMS

December 12 Agenda

ACTION: Bobby motioned to approve the consent agenda; Mark seconded; Rick, Robert, Lucile, Bobby, Mark, and Katie were all in favor; no abstentions.

November 28 Minutes

ACTION: Randy motioned to approve minutes; Mark seconded; Rick, Robert, Lucile, Bobby, Mark, and Katie were all in favor; no abstentions.

NON-CONSENT AGENDA ACTION ITEMS

NURS-199 Home Health Aide

Content Review with Substantial change: to credit status (requesting degree credit) and minor changes to description, methods of evaluation and instruction, with outside of class assignments included. Course content has been separated into lecture and lab, grading policy to LG, and updated text. Adding disciplines of Nursing Science/Clinical Practice and Health Care Ancillaries. *(This course was on the 10/24/16 CIC agenda, but was tabled to add lab content, clarify SLOs, add lab to MOI, prereq validation form, update textbook, & confirm description.)*

ACTION: Lucile motioned to approve; Katie seconded; Rick, Robert, Lucile, Bobby, Mark, and Katie were all in favor; no abstentions.

NURS-080 Job Search for Beginning Registered Nurses

Content review with Non-substantial change: Objectives, MOE, out of class assignments, learning resources, and SLOs reviewed and updated. This course is no longer presented as a one-day workshop. The course catalog and course schedule descriptions have been updated to reflect this change. *(This course was on the 11/28 agenda, but was tabled due to lack of representation.)*

ACTION: Lucile motioned to approve; Mark seconded; Rick, Robert, Lucile, Bobby, Mark, and Katie were all in favor; no abstentions.

NURS-235 Maternal-Child Health Nursing

Content Review with Non-substantial change: Objectives, prerequisites, lab content, MOE, texts, outside of class assignments, and SLO updated. PE 197 no longer exists and needs to be removed as a prerequisite. The comments for the requisites have been changed to "May be waived for advanced placement students" because certain advanced placement students may not be required to take this course. *(This course was on the 11/14 and 11/28 agendas, but was tabled due to lack of representation)*

ACTION: Lucile motioned to approve; Robert seconded; Rick, Robert, Lucile, Bobby, Mark, and Katie were all in favor; no abstentions.

MEDIC-218 Injection Procedures for the Healthcare Professional

Content Review with Non-Substantial Change: Update outside of class assignments.

(This course was tabled at the 10/10/16 CIC meeting for missing lab content and textbook.)

ACTION: Lucile motioned to approve; Robert seconded; Rick, Robert, Lucile, Bobby, Mark, and Katie were all in favor; no abstentions.

HED-133 Safety and First Aid

Content review with Discipline added: The review team felt that the content was current and relevant. Adding KINES as a discipline. *(This course was on the 11/14 agenda, but was tabled due to lack of time and on the 11/28 agenda but tabled to fix SLO's)*

ACTION: Robert motioned to approve; Katie seconded; Rick, Robert, Lucile, Bobby, Mark, and Katie were all in favor; no abstentions.

PE-268B Intermediate Walking for Fitness

New Course: Rationale - This is a new course that is part of an existing family. It adds another level to the walking family.

DISCIPLINE: Kinesiology, PE **UNITS:** 05-2 **HOURS:** 27-108 lab **GRADING POLICY:** LG

ACTION: Robert motioned to approve; Katie seconded; Rick, Robert, Lucile, Bobby, Mark, and Katie were all in favor; no abstentions.

ADJUS-135 Law and Democracy

Non-Substantial: Update assignments, textbook, SLO's, requesting C-ID, Adding Distance Education, proposed start Summer 2016)

ACTION: Lucile motioned to approve; Robert seconded; Rick, Robert, Lucile, Bobby, Mark, and Katie were all in favor; no abstentions.

MUSIC-170A Beginning Voice: Cultural Perspective (New Course)

ACTION: Katie motioned to table; Robert seconded; Rick, Robert, Lucile, Bobby, Mark, and Katie were all in favor; no abstentions. Stephanie Austin requested the proposal be tabled to Spring 17.

ART-134 Digital Illustration (New Course)

ACTION: Katie motioned to table for lack of representation; Robert seconded; Rick, Robert, Lucile, Bobby, Mark, and Katie were all in favor; no abstentions.

ART-258 Digital Photography: Intermediate I

ACTION: Katie motioned to table for lack of representation; Robert seconded; Rick, Robert, Lucile, Bobby, Mark, and Katie were all in favor; no abstentions.

ART-259 Digital Photography: Intermediate II

ACTION: Katie motioned to table for lack of representation; Robert seconded; Rick, Robert, Lucile, Bobby, Mark, and Katie were all in favor; no abstentions.

CIS-101 IT Essentials – Technical Course

New Course. Rationale: This course is the first in a series of new courses necessary for the development of a new networking degree. It will also be a required course for the ICT model curriculum certificate as well as part of the pathways project with WCCUSD. This course is part of the CISCO certification curriculum. Additionally, the IT Essentials course prepares students for the CompTIA A+ certification.

DISCIPLINE: Computer Information Systems/ Office Technologies /Telecommunications Technology **UNITS:** 4

HOURS: 54 lecture/54 lab **GRADING POLICY:** SC

ACTION: Robert motioned to approve; Katie seconded; Rick, Robert, Lucile, Bobby, Mark, and Katie were all in favor; no abstentions.

PSYCH-118 Psychology of Individual and Group Behavior

ACTION: Removed from agenda. Proposal needs further review.

PSYCH-120 Human Sexuality

ACTION: Removed from agenda. Proposal needs further review.

PSYCH-122 Individual Adjustment

ACTION: Removed from agenda. Proposal needs further review.

PSYCH-126 Child Development

ACTION: Removed from agenda. Proposal needs further review.

PSYCH-220 General Psychology

ACTION: Removed from agenda. Proposal needs further review.

EMED-111 Emergency Medical Tech Recertification

Non-Substantial: Changes made to prerequisites to meet the requirements of title 22. Valid EMT Card, Expired EMT Card within 6 months, Valid AHA CPR CARD. Distance Education form added.

ACTION: Lucile motioned to approve; Robert seconded; Rick, Robert, Lucile, Bobby, Mark, and Katie were all in favor; no abstentions.

Announcements

Previously scheduled January 9, 2017 CIC meeting will be cancelled due to faculty Winter Break.

Note that CIC meeting room will change to CTC-131 for Spring semester.

Lucile announced that Lara Salas will be the LAVA rep for CIC, and Bobby Sturgeon the LAVA rep for Academic Senate Council.

Presentations from the public There were no presentations from the public

Adjournment The meeting was adjourned at 4:00 p.m. Next meeting will be January 23 in CTC 131.

Respectfully submitted,
Lynette Kral