

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

Monday, February 27, 2017

2:15 pm - 4:00 pm

Location: CTC 131

THE COMMUNITY IS WELCOME AND ENCOURAGED TO ATTEND

Call To Order with Introduction of Guests

The meeting was called to order at 2:15.

Members in attendance were: Rick Ramos, Robert Webster, Mark Wong, Laura Salas, Paul DeBolt Ben Jahn (LA alt.), and Katie Krolikowski.

Members absent: Irena Stefanova and Andrea Phillips.

Resource Team in attendance were: Karen Ruskowski (Curriculum Specialist).

Guests in attendance were: Bobby Sturgeon

CONSENT AGENDA ACTION ITEMS

February 27, 2017 Agenda

ACTION: Mark motioned to approve the consent agenda action items; Laura seconded; Rick, Robert, Mark, Ben, Laura, and Paul were all in favor; no abstentions. Katie was not in attendance during agenda approval.

February 13, 2017 Minutes

ACTION: Robert motioned to approve the minutes; Katie seconded; Rick, Robert, Mark, Ben, Laura, Paul, and Katie were all in favor; no abstentions.

PHILO-101 T Essentials - Technician Course

Non-Substantial Change: Update description on this recently approved new course.

PHILO-120 Introduction to Ethics

Non-Substantial Change: Update description. (*This course, formerly PHILO-110, just went through CIC approval on 11/14/16*)

NON-CONSENT AGENDA ACTION ITEMS

Certificate of Achievement: Business Office Technology – Business Information Worker

New Certificate The pathway represents a set of digital and soft skills in demand by businesses throughout the state based upon interviews with placement agencies and cross-referenced with advisory groups and other labor market information.

ACTION: Katie motioned to approve; Paul seconded; Rick, Mark, Ben, Laura, Paul, and Katie were all in favor; Robert, abstained.

CIS-135 Introduction to Computers

Content Review with substantial changes: Minor changes in description, objectives, content, outcomes; TOP code updated, Course to Discipline change, and removing CIS 095 as a co-requisite. Requesting C-ID BUS-140 and ITIS-120 status,

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

CIS-197 Installing and Configuring Windows 10

New Course: This course is an updated version of CIS-190B which was written for Windows XP. Windows 10 has more features, applications, devices, users, and security than Windows XP. CIS-197 is required for computer user support specialists and has been expanded to cover eighteen weeks rather than nine.

Discipline: Computer Service Technology/Computer Information Systems **Hours:** 36 lec/72 lab **Units:** 3 **Grading Policy:** SC

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

Drama-123 Acting II

Non Substantial Change: Adding DRAMA-122 as a prerequisite for C-ID approval.

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

ENGL 142B Writing: Expository-B

Non-substantial Change: Removing prerequisites and updating SLO Plan.

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

Discussion Items

Repeatability Rick updated the committee on the process for adding activity courses to families. He also suggested to the district-wide committee that the department chair of these courses be required to attend the district-wide repeatability meetings that meet once a semester, to make the argument for the courses to be included in the requested family.

Presentations from the Public There were no presentations from the public.

Adjournment The meeting was adjourned at 3:30 p.m. Next meeting will be March 13 in CTC 131.

Respectfully submitted,
Lynette Kral