

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

**Monday, May 8, 2017**

**2:15 pm - 4:00 pm**

**Location: CTC 131**

**Call To Order with Introduction of Guests**

The meeting was called to order at 2:15.

**Members in attendance were:** Rick Ramos, Irena Stefanova, Paul DeBolt, Laura Salas, Mark Wong, and Katie Krolikowski.

**Members absent:** Robert Webster and Andrea Phillips.

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

**Guests in attendance were:** Michael Kilivris and Beth Goehring.

**CONSENT AGENDA ACTION ITEMS**

**May 8, 2017 Agenda**

**ACTION:** Katie motioned to approve the consent agenda action items after tabling ART 132, and bundling and including ART 145, 146, 245, and 246; Mark seconded; Rick, Irena, Paul, Laura, Mark, and Katie were all in favor; no abstentions.

**April 24, 2017 Minutes**

**MEDIA-152 Introduction to Digital Film Production**

**Content Review with Non-Substantial:** Reduce lecture hours and add lab hours to better align with C-ID FTVE 150. Change to description. Added Film Studies to discipline. **Hours:** 36 lec/54 lab

*(This course was on 4/24 agenda, but was tabled to fix SLOs)*

**MEDIA-153 Intermediate Digital Film Production**

**Content Review with Non-Substantial:** Reduce lecture hours and add lab hours to better align with MEDIA 152. Change to description. Added Film Studies to discipline. **Hours:** 36 lec/54 lab

*(This course was on 4/24 agenda, but was tabled to fix SLOs)*

**ESL-183 Writing I**

**Content Review with Non-Substantial:** Update SLOs, textbook, and out of class assignments. *(This course was on 4/24 agenda, but was tabled due to SLOs/text)*

**ESL-186 Writing II**

**Content Review with Non-Substantial:** Update SLOs, textbook, and out of class assignments. *(This course was on 4/24 agenda, but was tabled due to SLOs/text)*

**ART-810N Drawing for the Older Adult Student**

**Content Review with Non-Substantial:** Description, content, SLO, MOE, MOI, textbook, correct CB 24 to Not Program Applicable. *(This course was on 4/24 agenda, but was tabled to fix SLOs)*

**ART-132 Digital Art: Beginning I**

**Distance Education**

**ACTION:** Tabled

**BUS-095A-D Computer Laboratory: Special Projects**

**Course Deletion Rationale:** These labs have not been offered in years and are not needed.

**NURS-209 Advanced Placement Transition Course**

**Rationale for Reactivating Course:** This course was deleted over 5 years ago as there were so few advanced placement students admitted to the nursing program. It is now needed again, as the nursing program anticipates accepting a cohort of advanced placement students in the Fall of 2017.

**Discipline:** Nursing      **Units:** 1      **Hours:** 18 lecture      **Grading Policy:** Pass/No Pass

*(This course was on 4/24 agenda, but was tabled for non-representation & missing CB codes)*

**ART 145, 146, 245, 246**

**Non-substantial change:** Add discipline of Ceramic Technology

**NON-CONSENT AGENDA ACTION ITEMS**

**PHILO-140 History of Ancient Philosophy**

**New Course Rationale:** This course can earn General Education credits in the Arts & Humanities and/or credit toward the transfer degree in Philosophy.

**Discipline:** Philosophy      **Units:** 3      **Hours:** 54 lecture      **Grading Policy:** Student Choice

**ACTION:** Katie motioned that this course be returned to the next agenda as a consent action item with requested SLO corrections, approved DE form, TMC, and Descriptor needs to be attached, and the reader needs more detail; Mark seconded; Rick, Irena, Paul, Laura, Mark, and Katie were all in favor; no abstentions.

*(This course was on 4/24 agenda, but was tabled due to non-representation)*

**PHILO-150 History of Modern Philosophy**

**New Course Rationale:** This course can earn General Education credits in the Arts & Humanities and/or credit toward the transfer degree in Philosophy

**Discipline:** Philosophy      **Units:** 3      **Hours:** 54 lecture      **Grading Policy:** Student Choice

**ACTION:** Katie motioned that this course be returned to the next agenda as a consent action item with requested SLO corrections, approved DE form, TMC, and Descriptor needs to be attached, and the reader needs more detail; Mark seconded; Rick, Irena, Paul, Laura, Mark, and Katie were all in favor; no abstentions.

*(This course was on 4/24 agenda, but was tabled due to non-representation)*

**PHILO-220 Comparative Religion**

**Non-Substantial:** Course description, objectives, content, SLOs, assignments, add advisory ENGL-142B.

**ACTION:** Katie motioned that this course be returned to the next agenda as a consent action item with requested SLO corrections; Mark seconded; Rick, Irena, Paul, Laura, Mark, and Katie were all in favor; no abstentions.

*(Originally, the department had requested the number and title be changed to PHILO 140, and then subsequently 180, Introduction to Philosophy of Religion. This course was on 4/10 agenda, but was tabled for further discussion about the course number change requested. At the 4/24 meeting it was tabled due to non-representation. This course will be resubmitted to CIC next year (date TBD) to change the course number and title for C-ID approval effective Fall 2018.)*

**BIOSC-875N Work Skills in Preparation for Applied Life Science Projects**

**New Course Rationale:** This is one of two courses in a Non Credit sequence that can lead into the biotechnology credit pathways at CCC.

**Discipline:** Biology, Biotechnology      **Hours:** 36-108 lab

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

**KINES-881N Water Safety Instructor**

**New Course Rationale:** This new non-credit course is part of a new two course non-credit program certificate in Lifeguard and Water Safety Instructor Certificate

**Discipline:** PE, Kinesiology, Health      **Hours:** 36 lab

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

**KINES-882N Lifeguard Training**

**New Course Rationale:** This new non-credit course is part of a new two course non-credit program certificate in Lifeguard and Water Safety Instructor.

**Discipline:** PE, Kinesiology, Health      **Hours:** 36 lab

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

**MATH-115 Pre-Algebra**

**Content Review with Substantial Change:** Revise MATH-115 by including content from MATH-101 to form one, combined 5-unit course. Changes to: Units to 4 (from 3), hours (3 lecture, 1 lab), title (Basic Arithmetic and Pre-Algebra), description, objectives, outcomes, MOE, MOI, assignments, content, textbook, CB21 to C-3 levels below transfer.

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

**MEDIA-162 Digital Film Editing II**

**New Course Rationale:** This course will provide students with the opportunity to build on skills learned in MEDIA 161.

**Discipline:** Media Production      **Units:** 3      **Hours:** 36 lecture/54 lab      **Grading Policy:** SC

**ACTION:** Laura motioned to approve; Paul seconded; Rick, Irena, Paul, Laura, Mark, and Katie were all in favor; no abstentions.  
*(This course was on the 5/8 agenda, but was tabled due to lack of time)*

**MEDIA-166 Motion Graphic Design and Animation II**

**ACTION:** Tabled due to lack of time permitting

**Discussion Items**

**Requirement to add MATH 110 and Intermediate Algebra language to six TMCs** Tabled

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

**Adjournment** – The meeting adjourned at 4 p.m. The next meeting will be May 22 in CTC 131.