

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

Monday, August 28, 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, Robert Webster, Irena Stefanova, Laura Salas, Mark Wong, and Katie Krolikowski.

Members absent: Paul DeBolt.

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

Guests in attendance were: Beth Goehring and Anthony Gordon.

CONSENT AGENDA ACTION ITEMS

August 28, 2017 Agenda

ACTION: Katie motioned to move DANCE 101 to the consent agenda, add discussion items, and approve the consent agenda action items; Mark seconded; Rick, Robert, Irena, Laura, Mark, and Katie were all in favor; no abstentions.

August 14, 2017 Minutes\May 22, 2017 Minutes (*Tabled from 8/14 meeting*)

NURS-235 Maternal-Child Health Nursing Discipline: *add Nursing Science/Clinical Practice*

ENGL-210B British Literature: Late 18th Century to Present SLOs update only

DANCE-101 Introduction to Dance

Content Review with Non-Substantial Change: Removed Discipline of Coaching, and added Kinesiology. Updated textbook.

NON-CONSENT AGENDA ACTION ITEMS

ADJUS-171 Defensive Firearms and Gun Safety

Content Review with Substantial and Non Substantial Changes: Description has changed (last sentence removed); hours have been changed from 36 lecture to 18 lecture and 36 lab; ADJUS 120 has been removed as a prerequisite, and the non-course requisite has been changed; changes to objectives and content; textbook has been update, and new reader added; out-of-class assignments have been updated; new handgun safety text; and, review and upgrade of SLOs.

Substantial Change: CB09 SAM Code has been changed from B to D.

ACTION: Mark motioned to table to re-examine hour/unit calculation; Katie seconded; Rick, Robert, Irena, Laura, Mark, and Katie were all in favor; no abstentions.

ART-275 Drawing and Composition: Intermediate II

Content Review with Substantial Change: Units fixed to 3, hours, description, objectives, SLOs, MOE, MOI, Assignments, content, textbook.

ACTION: Irena motioned to remove proposal from agenda; Laura seconded; Rick, Robert, Irena, Laura, Mark, and Katie were all in favor; no abstentions. **NOTE:** This course, along with ART 175 will be deleted on the next agenda.

CIS-095A-D Computer Laboratory

Course Deletion: This course has been deprecated.

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

NOTE: CIS-095A is a co-requisite for MATH-080 and needs to be discussed with DSPS before deleting the course from the catalog.

EMED-110 Emergency Medical Technician I

Substantial Change: Increase units from 6 to 8 units. Add lecture and outside assignments hours. Change prerequisites EMED-107 and 130 to advisories. Change in threshold of C moved up to 75%. Additional Textbooks and software added. Course outcome changes to a minimum of 75%. Course objective added. Course content added. Course schedule description updated.

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

NURS-275 Gerontological/Medical-Surgical Nursing

Content Review with Non-Substantial Changes: Add prerequisites NURS-211, NURS-236, NURS-256, and Prerequisite for 30-Unit Option LVNs. Update course outcomes and assignments.

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

Discussion Items

Un-launching Courses for no Response to Changes Requested The CIC agreed to allow Rick to return courses to draft status that have not been addressed within 30 days from change request and that a list of these courses will be included as a Consent Agenda Action item.

Tech Committee Participation Rick went through the queue, looked at comments, and sent many back to originator.

Flex activity: CIC Boot Camp Rick will be presenting workshop on course development in CurricUNET including all aspects of course and program development.

SLO Training Videos Randy created the videos that Professional Development will be setting up training for using Canvas. Rick asked that CIC to please look at them before the sessions for discussion. The SLO/AUO Training documents are being published on the CCC website at <http://www.contracosta.edu/faculty-resources/student-learning-outcomes/> Due to the delay in publishing and the lack of support for video, all documents can be found at https://email4cd.sharepoint.com/sites/ccc_slo/Shared Documents/Public/Training. (login using your ID to ID@email.4cd.edu).

Lab1, Lab 2 Negotiations Some courses are loaded with lecture and lab components which give higher load to instructors. Lab 1 is loaded at lecture rate. Some course hours or units need to be changed. Tish would like to do a technical change for an hour change, with department chair approval, and have it approved as a consent action item; and a unit change would be approved as a non-consent item.

Independent Study 298 Not discussed at this time.

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

Adjournment – Meeting adjourned at 4 p.m. Next meeting will be September 11 in CTC 131.

Respectfully submitted,
Lynette Kral