

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

Monday, September 25, 2017

Location: CTE 131

Call To Order with Introduction of Guests

The meeting was called to order at 2:15.

Members in attendance were: Rick Ramos, Laura Salas (LAVA), Robert Webster (SS), Paul DeBolt (LA), Irena Stefanova (LA), Mark Wong (NSAS), and Katie Krolkowski (NSAS).

Members absent: All in attendance.

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

Guests in attendance were: Michael Kilivris, Elvia Ornelas-Garcia, Beth Goehring, and Michel Arnold (by phone).

CONSENT AGENDA ACTION ITEMS

September 25 Agenda

ACTION: Katie motioned to approve agenda with the removal of the Nursing proposals ; Mark seconded; Rick, Laura, Robert, Paul, Irena, Mark, and Katie were all in favor; no abstentions.

September 11 Minutes

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

All Noncredit Courses:

New noncredit grading scheme: P/NP/SP (pass/no pass/satisfactory progress) Effective Spring 2018. All noncredit courses will be updated in Colleague and CurricUNET.

BUS-240 Business Statistics (Course Deletion)

ENGL-220B American Literature: 1850 to Present (SLO update only)

ENGL-230B World Literature: 1650 to Present (SLO update only)

ENGL-274 Women in Literature (SLO update only)

MUSIC-131 Introduction to Digital Audio Workstations (New Course approved by CIC 9/11/17, pending consideration of additional discipline)

Discipline: Music/ Commercial Music/Multimedia

Units: 3 **Hours:** 54 lecture

New Course Rationale: This course will provide a foundation course for a number of cross-disciplinary Certificates of Achievement.

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

NON-CONSENT AGENDA ACTION ITEMS

ENGL-1AX Intensive Composition and Reading (New Course)

Discipline: English **Units:** 5 **Hours:** 90 Composition

New Course Rationale: This new intensive course will increase the number of students who are eligible to take a transfer, college-level English composition course.

ACTION: Paul motioned to approve with changes to description and prerequisites; Irena seconded; Rick, Laura, Robert, Paul, Irena, Mark, and Katie were all in favor; no abstentions. Robert abstained.

Philosophy - Certificate of Achievement (New Certificate)

Unit Value: 12 units.

New Program Rationale: This new Certificate of Achievement in Philosophy is twofold: it will recognize students for taking core courses in Philosophy; in addition, it will serve as a "minor" to the AA-T degree to be proposed this academic year (2017-2018). The rationale for a major and "minor" in Philosophy is to create pathways for students who are interested in Philosophy or related programs.

ACTION: Randy motioned to approve with the removal of PHILO 180 from the course definitions (there by mistake); Irena seconded; Rick, Laura, Robert, Paul, Irena, and Katie were all in favor; no abstentions.

PSYCH-237 Psychology of Sports

Content Review with Non-Substantial Changes: Update to course description, SLOs, MOIs, text and out of class assignments, removed additional discipline of Counseling. Resubmit for UC transfer.

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

PE-270A Beginning Yoga

Content Review with Non-substantial changes: Adding disciplines (Kinesiology, Dance, Health Education, Drama/Theater Arts, Education with an emphasis in PE, Nursing, any Biological Sciences)

ACTION: Katie motioned to approve with the change of outside class assignments to 0.7-2.9; Robert seconded; Rick, Laura, Robert, Paul, Irena, and Katie were all in favor; no abstentions.

PE-270B Intermediate Yoga

Content Review with Non-substantial changes: Adding disciplines (Kinesiology, Dance, Health Education, Drama/Theater Arts, Education with an emphasis in PE, Nursing, any Biological Sciences), updating SLOs.

ACTION: Katie motioned to approve with the change of outside class assignments to 0.7-2.9; Paul seconded; Rick, Laura, Robert, Paul, Irena, and Katie were all in favor; no abstentions.

PE-273A Beginning Yoga for Strength

Content Review with Non-substantial changes: Adding disciplines (Kinesiology, Dance, Health Education, Drama/Theater Arts, Education with an emphasis in PE, Nursing, any Biological Sciences), updating transfer status to UC (*UC already approved, just needs to be reflected in CurricUNET/Colleague/COCI 2.0*)

ACTION: Robert motioned to approve with the change of outside class assignments to 0.7-2.9; Katie seconded; Rick, Laura, Robert, Paul, Irena, and Katie were all in favor; no abstentions.

CCT-273 Computer Repair Technology

Content Review with Substantial changes: Adding Computer Information Systems to discipline. Updated Course Catalog Description, Course Objectives, Transfer Applicability CSU transfer, TOP Code to 070820 Computer Support, Course Outcomes, Out of Class Assignments, Textbook, and SAM Code from D to C, added Course Lecture and Lab Content to better match C-ID: ITIS-110 Information & Communication Technology Essentials.

ACTION: Robert motioned to approve with change to TOP Code; Paul seconded; Rick, Laura, Robert, Paul, Irena, and Katie were all in favor; no abstentions.

CCT-274 Network Communication Technology

Content Review with Substantial changes: Added Computer Information Systems to Disciplines. Updated Description, Objectives, Outcomes, Evaluations, Instruction, Out of class hours, Content, Textbook to better match C-ID: ITIS 150, CSU transfer, TOP Code to 070810 Computer Networking and SAM Code from D to C.

ACTION: Robert motioned to approve with change to SAM and TOP Code; Laura seconded; Rick, Laura, Robert, Paul, Irena, and Katie were all in favor; no abstentions.

NURS-198 Nurse Assistant Certification Course

Substantial Change: Requesting CB04 Course Credit Status changed to "D" Credit-Degree Applicable. Change to Prerequisites regarding assessment scores made to reflect the current assessment placement process and scores. Removed English 82 "Learning Strategies" and replaced it with English 81 "Strategies in Reading".

ACTION: Tabled

NURS-255 Intermediate Medical-Surgical and Psychiatric Nursing

Content Review with non-substantial changes:

Add "or equivalent" to NURS-210, NURS-211. Update assignments. Add Discipline: Nursing Science/Clinical Practice.

ACTION: Tabled

NURS-256 Developing Competency in Nursing Practice

Content Review with non-substantial change: Add "or equivalent" to NURS-210 and 211. Add to Discipline: Nursing Science/Clinical Practice.

ACTION: Tabled

NURS-260 Psychiatric Nursing

Content review with non-substantial changes. Add prerequisites: NURS-205; NURS-212; NURS-210 (or equivalent); NURS-211 (or equivalent). Add prerequisite 30-Unit Option LVNs: NURS-205; admission to the nursing program. Add prerequisite Foreign Trained Nurses: NURS-205; NURS-212; admission to the nursing program. Add Advisory: This course is for a special category of student, for example: a transfer student, a 30-Unit Option LVN, or a foreign trained nurse who is required by the Board of Registered Nursing to take psychiatric nursing. Add to Discipline: Nursing Science/Clinical Practice.

ACTION: Tabled

NURS-261 Competency in Nursing Practice (D)

Content Review with non-substantial changes: Add prerequisites: NURS-212, NURS-210 (or equivalent), NURS-211 (or equivalent). Update textbook, SLOs. Add to Discipline: Nursing Science/Clinical Practice.

ACTION: Tabled

NURS-276 Developing Competency in Nursing Practice (D)

Content Review with non-substantial changes: Change prerequisite statement to add "or equivalent" to NURS-210, NURS 211, NURS 235, NURS 236, NURS 255, and NURS 256. Add a prerequisite for the 30-Unit Option LVNs: NURS 205, NURS 260; NURS 261; admission to the nursing program. Update textbook, SLOs, correct CB05 to CSU only. Add to Discipline: Nursing Science/Clinical Practice.

ACTION: Tabled

DISCUSSION ITEMS

Proposed changes to CurricUNET (Tish/Randy/Rick)

- **Outside assignment hours by term** A box will be added to the Units/Hours section in CurricUNET to include Outside-of-Class Assignment Hours and Total Course Hours will be changed to Total Student Learning Hours.

Under the Out of Class Assignment section, no hours will be listed, only sample assignments.

- **Distance Ed - fully/partially online** The Distance Ed Committee just approved the new form which needs CIC approval and then converted to CurricUNET. Katie suggested three option boxes:
 No DE Hybrid 100% Online
- **Implications of 16-week format** The courses will still be based on an 18-week but on a 16-week calendar.
- **Other recommendations from CIC** No discussion.
- **Timeline** No discussion.
- **Workflow** No discussion.

Board Policy 4001 Standards of Scholarship Progress Report Beth reported that Mojdeh would like to revise the language of this policy to include “total student learning” and “activity” to the Credit Hour section “will require a minimum of 48 hours of...” Also “One unit of activity/lab with homework courses = 32 hours (minimum) in-class activity plus 16 hours (minimum) out-of-class study” will be added to the calculation section. Beth will take this to FSCC and from there to DGC, and then to Governing Board.

OPEN DISCUSSION

Presentations from the Public/CIC Announcements There were no presentations from the public or CIC announcements.

Adjournment

The meeting adjourned at 4:00 p.m. The next meeting will be October 9 in CTE 131.

Respectfully submitted by,
Lynette Kral
Academic Senate Office