

College Instruction Committee Minutes
Monday, May 14, 2018
Contra Costa College CTC-131
2600 Mission Bell Drive, San Pablo, California 94806

CALL TO ORDER with Introduction of Guests

Members in attendance were: Mark Wong (Chair), Laura Salas (LAVA), Robert Webster (SS), Katie Krolikowski (NSAS), and Irena Stefanova (LA).

Members absent: Randy Watkins (NSAS/SLO Coordinator).

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

Guests in attendance were: Wayne Organ, Joe DeTorres, Michael Kilivris, Francis Reyes, Aminta Mickles, and Agustin Palacios.

CONSENT AGENDA ACTION ITEMS

May 14, 2018 Agenda

April 23, 2018 Minutes

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

ENGL-250B Introduction to Shakespeare B

Course Deletion: No longer taught

ENGL-001B Composition and Reading: Literature

Course Deletion: No longer taught.

BIOSC-148 General Microbiology

Course Deletion: Low enrollment.

ART-246 Ceramics: Intermediate II

Course Deletion: Department changing from four modules down to two modules to better align with pathways.

ART-259 Digital Photography: Intermediate II

Course Deletion: Department changing from four modules down to two modules to better align with pathways

ART-141 Sculpture: Beginning II

Course Deletion: Department changing from four modules down to two modules to better align with pathways

ART-241 Sculpture: Intermediate II

Course Deletion: Department changing from four modules down to two modules to better align with pathways

ENGL-102 Writing Skills Laboratory

Distance Education

ART-220 Figure Drawing 2

Non-Substantial Change: Change course number to **ART-222**. *(This new course was approved by CIC 3/12/18, but with a course number that had been previously assigned.)*

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

NON-CONSENT AGENDA ACTION ITEMS

BIOSC-300 Field Studies

Substantial Change: Change TOP code from Biology, general to 043000 - Biotechnology and Biomedical Technology *(Tabled from 3/12 agenda to consider templates for all 300 field studies courses. Tabled from 4/9 agenda due to lack of time)* Units, hours, assignments, SLOs need to be revisited.

ACTION: Laura motioned to approve the TOP Code change pending the 300 shell being fixed which will be addressed over the summer; Katie seconded; Mark, Laura, Robert, Katie, and Irena were all in favor; no abstentions.

Administration of Justice: Law Enforcement - A.S. Degree

Non-Substantial Change: Revision of the degree to include courses that support the guided pathway project at CCC *This proposal has been tabled since 4/9 for lack of presentation.*

ACTION: Bob motioned to table for lack of representation; Katie seconded; Mark, Laura, Robert, Katie, and Irena were

all in favor; no abstentions.

BOT-224 – Microsoft Excel for Business

Substantial Changes: SAM code, Assignment hours, Distance Education form

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

HHS-225 Ethics for Human Service Professionals

Substantial change: Content review. Top code alignment (from: 1201.00 to 210400), SLOs, Assignment, textbook.

ACTION: Bob motioned to bundle 219, 225, 226 and approve; Irena seconded; Mark, Laura, Robert, and Irena were all in favor; no abstentions.

HHS-226 Introduction to Counseling Skills

Substantial change: Content review. Top code alignment (from: 1201.00 to 210400), SLOs, Assignment, textbook.

ACTION: Bob motioned to bundle 219, 225, 226 and approve; Irena seconded; Mark, Laura, Robert, and Irena were all in favor; no abstentions.

HHS-219 Introduction to Human Services

Substantial Change: Content Review. Top code alignment (from: 1201.00 to 210400), SAM code to C (from D), update assignments, textbook, and SLOs.

ACTION: Bob motioned to bundle 219, 225, 226 and approve; Irena seconded; Mark, Laura, Robert, and Irena were all in favor; no abstentions.

Liberal Arts: Science, Technology, Engineering & Math (STEM) - Certificate of Achievement

Non-Substantial Change: Removing “depth” requirement of minimum two courses from single discipline. Add new courses and Remove deactivated courses.

ACTION: Katie motioned to approve with removal of BIOSC 148; Bob seconded; Mark, Laura, Robert, Katie, and Irena were all in favor; no abstentions

Liberal Arts: Arts & Humanities - A.A. Degree

Non-Substantial Change: Removing “depth” requirement of minimum two courses from single discipline. Add new courses and Remove deactivated courses.

ACTION: Katie motioned to approve with addition of MUSIC 131; Bob seconded; Mark, Laura, Robert, Katie, and Irena were all in favor; no abstentions

Liberal Arts: Social & Behavioral Sciences - A.A. Degree

Non-Substantial Change: Removing “depth” requirement of minimum two courses from single discipline. Add new courses and Remove deactivated courses.

ACTION: Katie motioned to approve with addition of LARAZ 131; Bob seconded; Mark, Laura, Robert, Katie, and Irena were all in favor; no abstentions

Liberal Arts: Communication in the English Language - A.A. Degree

Non-Substantial Change: Removing “depth” requirement of minimum two courses from single discipline. Add new courses and Remove deactivated courses.

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

Biotechnology Technician – Certificate of Achievement

Non-Substantial Change: Remove BIOSC-148. Add BIOSC-188 as a choice in 2 Unit area. Remove BUS-125, BOT-248, BUS-109. Update PLOs. TOP Code is 0430.00.

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

Biotechnology – A.S. Degree

Non-Substantial Change: Update description, PLOs. Move BIOSC-172L to core. Remove ENGL-001A, BIOSC-148, BUS-125, BOT-248, BUS-109. Add BIOSC-188 as a choice.

ACTION: Bob motioned to approve; Katie seconded; Mark, Laura, Robert, Katie, and Irena were all in favor; no abstentions. Proposal will be sent back to Katie to map the outcomes and attach the course outlines.

Business Administration – Transfer Degree (A.S.-T)

Non-Substantial Change: Add MATH-180 (4-unit) & MATH-190 (5-unit) as options in List A. Increase total major units

from 28 units, to 28-30 units.

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

Business Administration – A.S. Degree

Non-Substantial Change: Replace BUS-240 with MATH-164. Replace MATH-170 with MATH-180. Increase total major units from 29 units to 30 units. Update PLOs. Adding MATH 190 as an option to 171 and 180.

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

HUMAN-180 Understanding Love

Non-Substantial change: Content review. Update course description, Objectives, SLOs, MOE, MOI, assignments, textbook, add Advisory ENGL-142B, Request UC/IGETC area C.

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

MUSIC-114 Pop, Rock and Jazz: Their Cultural Origins

Non-Substantial change: Content review. Update SLOs, MOI, Assignments, textbook.

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

Social Justice: Latino and Chicano Studies – Transfer degree (A.A.-T)

New Transfer Degree: 18-19 units

ACTION: Bob motioned to approve; Irena seconded; Mark, Laura, Robert, Katie, and Irena were all in favor; no abstentions. Mark will help Agustin map the outcomes.

DISCUSSION ITEMS

There were no discussion items.

PRESENTATIONS FROM THE PUBLIC - There were no presentations from the public or CIC announcements.

ADJOURNMENT – The meeting adjourned at 4:00 p.m. The next meeting will be August 27 location TBA.

Respectfully submitted by,
Lynette Kral
Academic Senate Office