

## College Instruction Committee Minutes

Monday, December 10, 2018

Contra Costa College

**CALL TO ORDER** The meeting was called to order at 2:15 in CTC 131,

**Members in attendance:** Mark Wong (Chair), Robert Webster (SS), Irena Stefanova (LA), aura Salas (LAVA), and Katie Krolkowski (NSAS).

**Members absent:** All present.

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

**Guests in attendance:** Jessica Le, Terrill Mead, Francis Reyes, Bashir Shah, Sandra Castillo, Brandy Gibson, and Carlos Chavarria.

### CONSENT AGENDA ACTION ITEMS

**Agenda:** December 10, 2018

**Minutes:** November 26, 2018 - Not available

#### **MEDIC-151 Medical Terminology II**

**Course Deletion:** After approval of revised MEDIC-150

#### **MEDIC-218 Injection Procedures for the Healthcare Professional**

**Course Deletion:** Upon first offering of MEDIC-208

#### **MEDIC-219 Venipuncture for the Healthcare Professional**

**Course Deletion:** Upon first offering of MEDIC-209

#### **MEDIC-221 Practices, Procedures, and Specialties in Clinical Medical Assisting**

**Course Deletion:** After approval of MEDIC-208 and MEDIC-209.

#### **MEDIC-222 Medical Assisting & Nutrition, Pharmacology, Drug Administration & Medical Emergencies**

**Course Deletion:** After approval of MEDIC-208 and MEDIC-209.

#### **MEDIC-225 Medical Practice Management & EHRs**

**Course Deletion:** After approval of MEDIC-205 and MEDIC-206.

#### **MEDIC-228 Fundamentals of Chronic Care Assisting**

**Course Deletion:** To coincide with deletion of Health Navigator Certificate

#### **MEDIC-230 Medical Billing & Coding**

**Course Deletion:** Being replaced with MEDIC-238

#### **MEDIC-232 Health Navigator I**

**Course Deletion:** To coincide with deletion of Health Navigator Certificate

#### **MEDIC-233 Health Navigator II**

**Course Deletion:** To coincide with deletion of Health Navigator Certificate

#### **MEDIC-234 Emotional Intelligence**

**Course Deletion:** To coincide with deletion of Health Navigator Certificate

#### **MEDIC-298 Independent Study**

**Course Deletion:** Course no longer offered

#### **Intersegmental General Education Transfer Curriculum (IGETC) Certificate**

**Non-Substantial:** Title change. Per the State chancellor's office, we are removing the word "transfer" from the certificate title.

Revised title: **Intersegmental General Education Curriculum (IGETC)**

**ACTION:** Bob motioned to table the minutes and approve the remaining consent agenda items; Laura seconded; Mark, Robert, Laura, and Katie all in favor; no abstentions.

### NON-CONSENT AGENDA ACTION ITEMS

#### **PHILO-160 Introduction to Social and Political Philosophy**

**Non-Substantial:** Update description, objectives, content, methods of evaluation, and SLOs in an effort to get CSU GE Breadth C-2 and IGETC 3B approval.

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

#### **PHILO-150 History of Modern Philosophy**

**Non-Substantial:** Update description, objectives, content, methods of evaluation, and SLOs in an effort to get CSU GE Breadth C-2 and IGETC 3B approval.

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

#### **DRAMA-126 Script Analysis**

**Non-Substantial:** Update course description and objectives in order to satisfy IGETC requirements.

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

#### **MEDIC 206 EHRs and Computer Applications**

**New Course:** 2 units, 18 hours lecture, and 54 hours lab. Discipline: Health/Health Care Ancillaries. Request CSU transfer.

**ACTION:** Bob motioned to approve; Laura seconded; Mark, Robert, Laura, and Katie all in favor; Katie abstained.

#### **MEDIC 237 Health Insurance**

**New Course:** 3 units, 54 hours lecture. Discipline: Health/Health Care Ancillaries. Request CSU transfer.

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

#### **CCT-276 Routing and Switching Essentials CCNA 2**

**New Course:** 4 units, 54 hours lecture, 54 hours lab, Prerequisite CCT-275. Discipline: Computer Service Technology, Computer Information Systems

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

#### **PHILO-200 Environmental Ethics**

**New Course:** 3 units, 54 hours lecture. Discipline: Philosophy. Request CSU, UC, IGETC, CCC GE Area C.

**ACTION:** Katie motioned to table to include teachings added to philosophers' names; Bob seconded; Mark, Robert, Laura, and Katie all in favor; no abstentions.

#### **ART-245 Ceramics 2**

**Non-Substantial:** Change title (from Ceramics: Intermediate I). Update description and prerequisites to reflect new titles of other ART courses.

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

#### **MATH 180 Applied Calculus**

**Non-Substantial:** Content review. Add 18 hours of lab time and lab content. Update prerequisites to include MATH-122 and add "or placement by multiple measures" in Comment or Non Course Requisite boxes. Update SLOs, methods of evaluation/instruction.

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

#### **MATH 190 Analytic Geometry and Calculus I**

**Non-Substantial:** Content review. Add 18 hours of lab time and lab content. Update SLOs, methods of evaluation/instruction, out of class assignments, textbook, and add "or placement by multiple measures" in Comment or Non Course Requisite box for MATH 171.

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

#### **MATH 200 Introduction to Linear Algebra**

**Non-Substantial:** Content review. Add 18 hours of lab time and lab content. Update SLOs, methods of evaluation/instruction, out of class assignments, textbook, and add "or placement by multiple measures" in Comment or Non Course Requisite box.

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

#### **MATH 292 Introduction to Differential Equations**

**Non-Substantial:** Content review. Add 18 hours of lab time and lab content. Update SLOs, methods of evaluation/instruction, out of class assignments, textbook, and add "or placement by multiple measures" in Comment or Non Course Requisite box for MATH 191.

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

#### **Nursing A.S. Degree**

**Non-Substantial:** Equating California State LVN Licensure to first year nursing program.

**ACTION:** Bob motioned to approve that a current California LVN license is equivalent and satisfies the 1-year

requirement (NURS 210, 211, 235, and 236) toward the CCC 1<sup>st</sup>-year nursing program; Katie seconded; Mark, Robert, Laura, and Katie all in favor; no abstentions.

#### **DISCUSSION ITEMS**

ECON-220 and ECON-221 Distance Education Supplements – revisit 10/8/18 approval.

#### **PRESENTATIONS FROM THE PUBLIC**

Beth asked that the CIC consider not accepting CurricUNET proposals after April or May 2019 and using paper forms for only emergency requests during the three-month transition to eLumen during the fall semester. This will give CIC enough time to approve and implement the 100 proposals that are already in the queue before the transition. She thinks that we may have a sandbox to play in by December 17. There were no presentations from the public.

#### **ADJOURNMENT**

The meeting adjourned at 4:00 p.m. The next meeting will be January 28 in CTC-131.

Respectfully submitted by,  
Lynette Kral  
Academic Senate Office