

**Contra Costa College  
College Instruction Committee  
Minutes of Monday, September 14, 2020**

**CALL TO ORDER with Introduction of Guests. The online meeting was called to order at 2:15**

**CIC Chair:** Mark Wong  
**Division Rep SES:** Najia Azizi  
**Division Rep LA:** Anthony Gordon  
**Division Rep AACE:** Brianna Ayala  
**Division Reps NSAS:** Leslie Alexander, Jennifer Ounjian  
**SLO Coordinator:** Brandy Gibson  
**Dean of Liberal Arts (Ex-officio):** Jason Berner  
**Curriculum Specialist:** Karen Ruskowski  
**Members not in attendance:** All members were in attendance.  
**Guests in attendance:** Shelley Ruby, Beth Goehring

**CONSENT AGENDA ACTION ITEMS**

**Agenda:** September 14, 2020  
**Action:** Approved  
**Motioned:** Jennifer  
**Seconded:** Anthony  
**All in Favor:** Mark, Najia, Anthony, Brianne, Leslie, Jennifer  
**Abstained:** None

**Minutes:** August 24, 2020  
**Action:** Approved  
**Motioned:** Leslie  
**Seconded:** Anthony  
**All in Favor:** Mark, Najia, Anthony, Brianne, Leslie, Jennifer  
**Abstained:** None

**ENGL-800N and ENGL-875N**  
**Distance Education:** New request for fully online.

**DRAMA-122, 123, 126, 165 and LARAZ-165 (mirrors DRAMA-165)**  
**Distance Education:** New request for both fully and partially online.

**NON-CONSENT AGENDA ACTION ITEMS**

**SPCH-160B Forensics**  
**Non-Substantial:** Content Review: Changing lab hours to all Lab hours by arrangement. Currently the large block of time is a hindrance to registering for the course. *(This course was tabled on the 8/24/20 CIC agenda, due to further discussion by dept.) Class cannot be variable and repeatable to satisfy the CSU GE breadth requirement.*  
**Action:** Tabled for further discussion by department.

**LIBST-110A Library and Information Research Skills**  
**Non-Substantial:** Content Review. Update methods of evaluation, methods of instruction, SLOs, and out of class assignments. *(This course was tabled on the 8/24/20 CIC agenda, due to non-representation.)*  
**Action:** Tabled for further discussion by department.

**PE-103A Beginning Weight Training**  
**Non-Substantial:** Content review. Added a method of evaluation. Added a course lab content item. Removed assignments. Replaced text with OER, CB24 corrected to PA-1Program Applicable. Remove coaching discipline. Add Kinesiology discipline. Correct Activity to Lab in Hours. Add Lab and activity to MOI.  
**Action:** Approved  
**Motioned:** Leslie  
**Seconded:** Anthony  
**All in Favor:** Mark, Najia, Anthony, Brianne, Leslie, Jennifer

**PE-103B Intermediate Weight Training**

**Non-Substantial:** Content review. Remove coaching discipline. Add Kinesiology discipline. Removed assignments. Replaced text with OER CB24 corrected to PA-1-Program Applicable. Correct Activity to Lab in Hours. Add Lab and activity to MOI.

**Action:** Approved

**Motioned:** Najia

**Seconded:** Leslie

**All in Favor:** Mark, Najia, Anthony, Brianne, Leslie, Jennifer

**PE-103C Advanced Weight Training**

**Non-Substantial:** Content review. Remove Coaching discipline. Add Kinesiology discipline. Removed assignments. Replaced text with OER, CB24, corrected to PA-1-Program Applicable. Correct Activity to Lab in Hours. Add Lab and activity to MOI.

**Action:** Approved

**Motioned:** Najia

**Seconded:** Anthony

**All in Favor:** Mark, Najia, Anthony, Brianne, Leslie, Jennifer

**PE-103D Master Level Weight Training**

**Non-Substantial:** Content review. Remove coaching discipline. Add Kinesiology discipline. Removed assignments. Replaced text with OER, CB24 corrected to PA-1-Program Applicable. Correct Activity to Lab in Hours and add lab and activity to MOI. Remove “or better” in the SLO criteria.

**Action:** Approved

**Motioned:** Najia

**Seconded:** Jennifer

**All in Favor:** Mark, Najia, Anthony, Brianne, Leslie, Jennifer

**PE-121A Beginning Aqua Calisthenics**

**Non-Substantial:** Content review. Add KINES to discipline list. Removed assignments Replaced text with OER. Add pre/post-tests to SLO assessment. Correct Activity to Lab in Hours and add lab and activity to MOI.

**Action:** Approved

**Motioned:** Leslie

**Seconded:** Brianne

**All in Favor:** Mark, Najia, Anthony, Brianne, Leslie, Jennifer

**PE-124A Beginning Aquatic Physical Conditioning**

**Non-Substantial:** Content review. Add KINES to discipline list. Removed assignments Replaced text with OER. Add pre/post-tests to SLO assessment. Correct Activity to Lab in Hours and add lab and activity to MOI.

**Action:** Approved

**Motioned:** Leslie

**Seconded:** Anthony

**All in Favor:** Mark, Najia, Anthony, Brianne, Leslie, Jennifer

**PHYS-130 General Physics I**

**Non-Substantial:** Content Review, Text book, assignments.

**Action:** Tabled for lack of time.

**PHYS-230 General Physics II**

**Substantial:** Content Review. Correct SAM code from Possibly Occupational (D) to Non-Occupational (E). Update catalogue description, HW assignments, SLO method of assessment, and text book. Correct course title in COCI to include “II”.

**Action:** Tabled for lack of time.

**PHYS-231 General Physics III**

**Substantial:** Content Review. Correct SAM code from Possibly Occupational (D) to Non-Occupational (E). Update catalogue description, HW assignments, and text book. Correct course title in COCI to include “III”.

**Action:** Tabled for lack of time.

**ESL-126 Listening/Speaking II**

**Non-Substantial:** Update information for both credit and noncredit (mirrored) versions of this course. Update Course Objectives, Course Content, Methods of Instruction and Student Evaluation. These changes are a result of analysis of SLOA results. Also adding non-credit advisory option of ESL 823N and updating advisory placement language.

**Action:** Approved (bundled with ESL 826N)

**Motioned:** Leslie

**Seconded:** Najia

**All in Favor:** Mark, Najia, Anthony, Brianne, Leslie, Jennifer

**ESL-826N Listening/Speaking II**

**Non-Substantial:** Update information for both credit and noncredit (mirrored) versions of this course. Update Course Objectives, Course Content, Methods of Instruction and Student Evaluation. These changes are a result of analysis of SLOA results. Also adding non-credit advisory option of ESL 823N and updating advisory placement language.

**Action:** Approved (bundled with ESL 126)

**Motioned:** Leslie

**Seconded:** Najia

**All in Favor:** Mark, Najia, Anthony, Brianne, Leslie, Jennifer

**ESL-163 Grammar I**

**Non-Substantial:** Update information for both credit and noncredit (mirrored) versions of this course. Update Course Objectives. These changes are a result of analysis of SLOA results. Also updating wording of prerequisite placement language.

**Action:** Tabled for lack of time.

**ESL-863N Grammar I**

**Non-Substantial:** Update information for both credit and noncredit (mirrored) versions of this course. Update Course Objectives. These changes are a result of analysis of SLOA results. Also updating wording of prerequisite placement language.

**Action:** Tabled for lack of time.

**ESL-183 Writing I**

**Non-Substantial:** Update information for both credit and noncredit (mirrored) versions of this course. Update Course Objectives, Course Content, Methods of Instruction and Student Evaluation. These changes are a result of analysis of SLOA results. Also updating wording of prerequisite placement language.

**Action:** Tabled for lack of time.

**ESL-883N Writing I**

**Non-Substantial:** Update information for both credit and noncredit (mirrored) versions of this course. Update Course Objectives, Course Content, Methods of Instruction and Student Evaluation. These changes are a result of analysis of SLOA results. Also updating wording of prerequisite placement language.

**Action:** Tabled for lack of time.

**ESL-186 Writing II**

**Non-Substantial:** Update information for both credit and noncredit (mirrored) versions of this course. Update Course Objectives, Course Content, Methods of Instruction and Student Evaluation. These changes are a result of analysis of SLOA results. Also updating wording of prerequisite placement language.

**Action:** Tabled for lack of time.

**ESL-886N Writing II**

**Non-Substantial:** Update information for both credit and noncredit (mirrored) versions of this course. Update Course Objectives, Course Content, Methods of Instruction and Student Evaluation. These changes are a result of analysis of SLOA results. Also updating wording of prerequisite placement language.

**Action:** Tabled for lack of time.

**DISCUSSION ITEMS**

**Content Review/Prerequisite Validation form – potential updates to form.** ASC resolutions 20-21 states that CIC will develop policies to ensure that every CCC course will address culturally responsive and supportive curriculum

and requires the policy to be a component of the content review process. State minimum requirements state that we must verify the status of our requisites and that they are necessary for the student to succeed. Mark would like the committee to come up with ideas to include this in the content review process. ASC resolution 23 advocates that all Associate Degrees need to include an ethnic studies requirement with focus on racial justice.

**Curriculum Manual** Tabled for lack of time.

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

There were no presentations from the public.

#### **ADJOURNMENT**

The meeting adjourned at 4:20 p.m. The next meeting will be September 28.

Respectfully submitted by,  
Lynette Kral  
Academic Senate Office