

**Contra Costa College**  
**College Instruction Committee**  
**Minutes of Monday, October 26, 2020**  
Location: <https://4cd.zoom.us/j/96246823544>

**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, Nader Sharkes, Andrew Kuo, Elisabeth Schwarz, Carolyn Hodge

**CONSENT AGENDA ACTION ITEMS**

**Agenda:** October 26, 2020  
**Action:** Approved with changes to Chemistry courses online/hybrid (120 fully/partial, 121, 226, 227 partial)  
**Motioned:** Leslie  
**Seconded:** Anthony  
**All in Favor:** Mark, Najia, Anthony, Brianne, Leslie  
**Abstained:** None

**Minutes:** October 12, 2020  
**Action:** Approved  
**Motioned:** Leslie  
**Seconded:** Brianne  
**All in Favor:** Mark, Najia, Anthony, Brianne, Leslie  
**Abstained:** None

**LIBST-110A Library and Information Research Skills**  
**Non-Substantial:** Remove following from course description: "This course is equivalent to the first unit of LIBST 110."  
(This course was approved for content review by CIC on 9/28/20 but reference to LIBST-110 should have been removed, as that course is no longer active.)

**HUMAN-180 Understanding Love**  
**Distance Education:** New request for fully/partially online

**LIBST-110A Library and Information Research Skills**  
**Distance Education:** New request for fully online

**MEDIC-208, 209, 226**  
**Distance Education:** New requests for fully/partially online.

**CHEM-120, 121, 226, 227**  
**Distance Education:** New requests for online/hybrid (120 fully/partial, 121, 226, 227 partial)

**AFRAM225/POLSC-225 Dynamics of African American Politics in America**  
**Distance Education:** New requests for fully/partially online

**AFRAM-123/HIST-123 History of African Americans in the U.S. (1865 to the Present)**  
**Distance Education:** New requests for fully/partially online

**AFRAM-210/HIST-110 History of African Civilization**  
**Distance Education:** New requests for fully/partially online

**AFRAM-122/HIST-122 History of African Americans in the U.S. (pre-Colonial – 1865)**  
**Distance Education:** New requests for fully/partially online.

**AFRAM-112/DRAMA-110 African American Theatre**  
**Distance Education:** New requests for fully/partially online.

**AFRAM-113/HUMAN-113 African American Humanities**  
**Distance Education:** New requests for fully/partially online

**AFRAM-110 Introduction to African American Studies**

Distance Education: New requests for fully/partially online.

**NON-CONSENT AGENDA ACTION ITEMS****ESL-108 Orientation to College for ESL Students**

**Non-Substantial:** Content Review - Update Course Description, Objectives, Learning Outcomes, Lecture content, and Methods of Evaluation. These changes mirror the proposed new noncredit version of this course, ESL-808N. (This course was tabled on 10/12/20 due to lack of time.)

**Action:** Tabled for department review of SLO and will be returned to consent agenda

**ESL-808N Orientation to College for ESL Students**

**New Course:** This is a new noncredit course that mirrors ESL-108. Lecture hours: 3. Discipline: ESL. (This course was tabled on 10/12/20 due to lack of time.)

**Action:** Tabled for department review of SLO and will be returned to consent agenda. Correction at CIC to SLO (Students will be able to select appropriate ESL courses for the upcoming semester.)

**PE-116A Beginning Step Aerobics**

**Non-Substantial:** Content Review - Add KINES to discipline list. Removed Coaching. Removed assignments. Replaced text with OER (Online Educational Resources instructional material). (This course was tabled on 10/12/20 due to non-representation.)

**Action:** Approved with changing Activity to Lab in Hours

**Motioned:** Leslie

**Seconded:** Anthony

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

**Abstained:** None

**PE-116B Intermediate Step Aerobics**

**Non-Substantial:** Content Review - Remove Coaching discipline. Add Kinesiology discipline. Removed assignments. Replaced text with OER (Online Educational Resources instructional material). CB24 corrected to PA-1-Program Applicable. (This course was tabled on 10/12/20 due to non-representation.)

**Action:** Approved with changing Activity to Lab in Hours

**Motioned:** Leslie

**Seconded:** Brianne

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

**Abstained:** None

**PE-116C Advanced Step Aerobics**

**Non-Substantial:** Content Review - Remove Coaching discipline. Add Kinesiology discipline. Remove outside class assignments. Change text to OER (Online Educational Resources instructional material). CB24 corrected to PA-1-Program Applicable. (This course was tabled on 10/12/20 due to non-representation.)

**Action:** Approved with changing Activity to Lab in Hours

**Motioned:** Brianne

**Seconded:** Najia

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

**Abstained:** None

**PE-116D Master Level Step Aerobics**

**Non-Substantial:** Content Review - Remove Coaching discipline. Add Kinesiology discipline. Remove outside class assignments. Change text to OER (Online Educational Resources instructional material). Added Collaborative Learning to Methods of Instruction, CB24 corrected to PA-1-Program Applicable. (This course was tabled on 10/12/20 due to non-representation.)

**Action:** Approved with changing Activity to Lab in Hours, SLO #1 changed from 120 to 90 minutes of step activity

**Motioned:** Anthony

**Seconded:** Leslie

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

**Abstained:** None

**PE-126A Beginning Swimming**

**Non-Substantial:** Content Review - Add KINES to discipline list. Removed assignments. Replaced text with OER. (This course was tabled on 10/12/20 due to non-representation.)

**Action:** Approved with changing Activity to Lab in Hours, add lab to MOI

**Motioned:** Brianne

**Seconded:** Najia

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

**Abstained:** None

**PE-126B Intermediate Swimming**

**Non-Substantial:** Content Review - Addition of Kinesiology to the discipline. Removed assignments. Replaced text with OER. CB24 corrected to PA-1-Program Applicable. (This course was tabled on 10/12/20 due to non-representation.)

**Action:** Approved with changing Activity to Lab in Hours, add lab to MOI

**Motioned:** Leslie

**Seconded:** Najia

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

**Abstained:** None

**PE-126C Advanced Swimming**

**Non-Substantial:** Content Review - Add Kinesiology to the discipline. Removed assignments. Replaced text with OER. (This course was tabled on 10/12/20 due to non-representation.)

**Action:** Approved with changing Activity to Lab in Hours, add lab to MOI

**Motioned:** Anthony

**Seconded:** Leslie

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

**Abstained:** None

**CULIN-280 Applied Math for Food Service**

**Non-Substantial:** Content Review - Update course description.

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

**DISCUSSION ITEMS**

**Library Services – Considering OER during content review.**

Andrew would like to get OER used more on campus. At one time, when new courses were proposed, he, as Library Coordinator, would meet with the faculty to make sure there were adequate resources in the library for the subject. His idea is that when new or revised courses are proposed, that there is an embedded link to OER for instructors to follow and see if there's any OER texts or materials appropriate for their class with a text box included that confirms that no appropriate materials were found, with a couple sentences written as to why not. With this, he feels that the faculty are at least reminded to seek out OER. Brianna asked where the links are to find the OER according to their subject. Andrew said that the link would be to the OER website but that the faculty would have to do a little research on the website to find OER available for their subjects. He knows that using OER is not required to use but at least it would be a reminder to try to find an online text to use. Andrew thought that maybe we can do something with professional development as an activity. Jason said we could encourage faculty to explore OER during content review. Anthony said the resources in OER aren't very good yet for a lot of the subject areas. Andrew would still like faculty to verify that they tried to find OER. Brianne asked if the OER resources are going to be updated occasionally. Andrew replied that he would look into that. Mark asked the members to think about this proposal and it will be brought back as a discussion item

**PRESENTATIONS FROM THE PUBLIC**

There were no presentations from the public.

**ADJOURNMENT**

The meeting adjourned at 4:00 p.m. The next meeting will be November 23, 2020.

Respectfully submitted by,  
Lynette Kral  
Academic Senate Office