

**Contra Costa College
College Instruction Committee
Minutes of Monday, March 22, 2021**

CALL TO ORDER with Introduction of Guests at 2:15 p.m.

CIC Chair: Mark Wong
Division Rep SES: Najia Azizi
Division Rep LA: Anthony Gordon
Division Reps AACE: Brianne Ayala
Division Reps NSAS: Leslie Alexander
SLO Coordinator: Brandy Gibson
Curriculum Specialist: Karen Ruskowski
Dean of Liberal Arts: Jason Berner
Members not in attendance: Jennifer Ounjian
Guests in attendance: TJ Bansal, Sue VanHattum, Trung Nguyen, Elisabeth Schwarz, Nader Sharkes, Jessica Le

CONSENT AGENDA ACTION ITEMS

Agenda: March 22, 2021
Action: Approved
Motioned: Najia
Seconded: Anthony
All in Favor: Mark, Najia, Anthony, Brianne, Leslie
Abstained: None

Minutes: March 8, 2021
Action: Approved
Motioned: Leslie
Seconded: Anthony
All in Favor: Mark, Najia, Anthony, Brianne, Leslie
Abstained: None

Health Care Navigator – Certificate of Achievement
Program Deactivation: Courses required for this Certificate haven't been offered in years.

CIS-099 Occupational Work Experience
Correction: Detail for 'Performance' MOE should have been: 60% Employer's evaluation of meeting the Learning Objectives. *(This course was approved for content review changes on 2/22/20)*

PE-136A Beginning Competitive Swimming
Correction: Correct course description to add missing stroke: "backstroke", and grading option to Letter Grade. *(This course was approved for content review changes on 11/23/20)*

NON-CONSENT AGENDA ACTION ITEMS

MATH-185 Discrete Mathematics
Non-Substantial: Content Review
Proposed Changes:

- Update textbook
- Request (C-ID: COMP 152)

Action: Approved with the following corrections

- Need validation forms for MATH 121 and 135
- Validations forms need to have objectives of requisite compared to content of course under review.

Motioned: Leslie
Seconded: Brianne
All in Favor: Mark, Najia, Anthony, Brianne, Leslie

Abstained: None

COMP-110 Introduction to Computer Science (using Python)

Non-Substantial: Content Review

Proposed Changes:

- Change course title (from: Introduction to Computational Science)
- Update description
- Add disciplines: Engineering and Physics/Astronomy
- Request UC transfer
- Update assignments
- Update MOE removed percentages
- Update Textbook, Objectives (more clarity), Outcomes (3 new, 2 deleted), Content

Action: Approved with the following corrections

- Class max 35 (no change, just added to eLumen)

Motioned: Najia

Seconded: Anthony

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

Abstained: None

CULIN-120 Introduction to Fundamentals in Food Service

Non-Substantial Change: Content Review

Proposed Changes:

- Change SAM code to Advanced Occupational
- Update co-requisite to CULIN-095A (from 095A, B, C, or D)
- Update assignment examples
- Redistribute MOE percentages
- Add textbook
- Update course objectives

Action: Approved with the following corrections

- SAM should remain Possibly Occupational
- Class max needs to be updated in Colleague to 35 (from 40)
- CULIN 095A may be taken previously added as a note.

Motioned: Leslie

Seconded: Najia

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

Abstained: None

CULIN-230 Commercial Baking

Non-Substantial: Content Review

Proposed Changes:

- Update course description
- Reduce Lab hours to 324 (from 360) and out of class assignment hours to align with guidelines for a 9-unit course
- Update co-requisite to CULIN-095F may be taken previously added as a note. (from 095A, B, C, or D)
- Update MOI, MOE, Textbook, Objectives, Outcomes, and Content

Action: Approved with the following corrections

- Department will request class max reduction from 52 to 30. Pending VPI approval.

Motioned: Leslie

Seconded: Anthony

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

Abstained: None

CULIN-231 Cake Finishing and Restaurant Desserts

Non-Substantial: Content Review.

Proposed Changes:

- Update course description.
- Reduce Lab hours to 324 (from 360) and out of class assignment hours to align with guidelines for a 9-unit course.
- Update co-requisite to CULIN-095G (from 095A, B, C, or D).
- Update MOI, MOE, Textbook, Objectives, Outcomes, and Content.

Action: Approved with the following corrections

- CULIN 095G may be taken previously added as a note.
- Department will request class max reduction from 52 to 30. Pending VPI approval.

Motioned: Brianne

Seconded: Najia

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

Abstained: None

CULIN-241A Introduction to Classical and Modern Food Preparation

Non-Substantial: Content Review

Proposed Changes:

- Update SAM code to Advanced Occupational.
- Update co-requisite to CULIN-095B (from 095A, B, C, or D).
- Update MOI, Outcomes, Assignments, and Textbook.

Action: Approved with the following corrections

- SAM remains at Possibly Occupational
- Prerequisite CULIN 095B may be previously taken
- Department will request class max reduction from 52 to 30. Pending VPI approval.
- Remove assignments and assignment hours

Motioned: Anthony

Seconded: Leslie

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

Abstained: None

CULIN-241B Advanced Classical and Modern Food Preparation

Non-Substantial: Content Review.

Proposed Changes:

- Update co-requisite to CULIN-095C (from 095A, B, C, or D).
- Update MOI, Objectives, Outcomes, Assignments, and Textbook.

Action: Approved with the following corrections

- Remove assignment hours and assignments
- Requisite CULIN-095C may be taken previously
- Remove “handouts” from MOI and placed in instructional materials
- Numbering is out of order in CSLO list
- Department will request class max reduction from 52 to 30. Pending VPI approval.

Motioned: Leslie

Seconded: Brianne

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

Abstained: None

Studio Arts – Associate in Arts Degree**Non-Substantial Proposed Changes:**

- Change degree title (from: Arts).
- Add/Delete required and optional courses.
- Overall major units changed to 33 units (from 27).

Action: Approved with the following corrections

- Change block description to include “At least 18 units from the following, including 9 units of a specific art media group to be taken in consecutive courses (or two art media groups of 6 units, where applicable):”

Motioned: Leslie

Seconded: Brianne

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

Abstained: None

MEDIC-200 Anatomy & Physiology for Health Occupations

New Course:

- Degree Applicable.
- 4 units.
- 72 hours lecture per term.
- Letter grade.
- No pre/co-requisites.
- Discipline: Health/Health Care Ancillaries

Action: Tabled for lack of time

MEDIC-211 Disparities in Healthcare

New Course:

- Degree Applicable.
- 3 units.
- 54 hours lecture per term.
- Letter grade.
- No pre/co-requisites.
- Discipline: Health/Health Care Ancillaries

Action: Tabled for lack of time

MEDIC-250 CMA/RMA Exam Prep

New Course:

- Degree Applicable.
- 3 units.
- 54 hours lecture per term.
- Letter grade.
- No pre/co-requisites.
- Discipline: Health/Health Care Ancillaries

Action: Tabled for lack of time

DISCUSSION ITEMS

eLumen - Curriculum proposal review process.

Action: Tabled for lack of time

PRESENTATIONS FROM THE PUBLIC

There were no presentations from the public.

ADJOURNMENT

The meeting adjourned at 4 p.m. The next meeting will be April 12, 2021

Respectfully submitted by,
Lynette Kral
Academic Senate Office