

Contra Costa College
College Instruction Committee
Minutes of Monday, April 12, 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: Jennifer Ounjian, Leslie Alexander

SLO Coordinator: Brandy Gibson

Curriculum Specialist: Karen Ruskowski

Dean of Liberal Arts: Jason Berner was not in attendance

Members not in attendance: All members were in attendance.

Guests in attendance: Jessica Le, Randy Carver, Jennifer Griest, Carlos Chavarria, Kimberly Rogers, Elisabeth Schwarz, Steve Robinson, Michele Redlo, Angelina LaBarre

CONSENT AGENDA ACTION ITEMS

Agenda: April 12, 2021

Action: Approved with the addition to add the following to CULIN-130/131 on the consent agenda: “and increase out of class assignments to 6 hours per week”

Motioned: Jennifer

Seconded: Anthony

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

Abstained: None

Minutes: March 22, 2021

Action: Approved with change to course block description language wording of Studio Arts – Associate in Arts Degree

Motioned: Leslie

Seconded: Brianne

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

Abstained: None

MEDIC-223 Life Skills for the Healthcare Student

Deactivation: Course no longer offered

MEDIC-231 Introduction to Health Care Careers

Deactivation: Course no longer offered

CULIN-241B Advanced Classical and Modern Food Preparation

Non-Substantial Proposed Changes:

- Update description to remove reference to skills learned in CULIN-131, which is not a requisite course. *(Note: This course was approved for content review changes on 3/22/21.)*

CULIN-130 Introduction to Commercial Baking

Non-Substantial Proposed Changes:

- Change lecture hours to 54 and lab hours to 324 to match other classes scheduled as multiples with no change to units
- Increase out of class assignments to 6 hours per week.

(Note: This course was approved for content review on 3/9/20 during which the lecture and lab hours were changed to 36/378, but these revised hours were never implemented due to a purposeful delay while awaiting changes to companion courses.)

CULIN-131 Introduction to Pastry Product Preparation

Non-Substantial Proposed Changes:

- Change lecture hours to 54 and lab hours to 324 with no change to units
- Increase out of class assignments to 6 hours per week.

(Note: This course was approved for content review on 3/9/20 during which the lecture and lab hours were changed to 36/378, but these revised hours were never implemented due to a purposeful delay while awaiting changes to companion courses.)

Geography – Associate in Arts Degree for Transfer (A.A.-T)

Correction: Change overall major unit count to 20 (from 19-20) per the TMC course list requirements. *(Not adding or deleting courses, just moving them to the appropriate lists, which changed the overall unit calculations.)*

NON-CONSENT AGENDA ACTION ITEMS

MEDIC-200 Anatomy and Physiology for Medical Assisting

New Course:

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

Action: Approved with the following changes

- Assignment hours decreased from 9 to 8 and assignment areas updated
- Title was changed to Anatomy and Physiology for Medical Assisting (from Health Care)
- CSU elective request added
- Proposed effective date Spring 2022

Motioned: Jennifer

Seconded: Anthony

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

Abstained: None

NOTE: Discussion was had that possible disciplines should include Biology and Physiology.

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: Approved with the following changes

- Proposed effective date Spring 2022
- CSU elective request added
- Add ENGL 001AX as a second advisory option

Motioned: Leslie

Seconded: Brianne

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

Abstained: None

NOTE: There was minor discussion regarding assignment areas having to be only Reading, Writing, Lab, and Other.

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 with the following noted considerations

- Clarify Homework assignment as a lab
- Add ENGL 001A or ENGL 001AX as advisories
- Change course unit value to 1.5 with a decrease in content

Motioned: Leslie

Seconded: Anthony

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

Abstained: None

NOTE: Can prep courses be 3 units? Returned to possibly change to 1.5 with a decrease in content. This will be researched.

Communication Studies – Associate in Arts Degree for Transfer (A.A-T)

Non-Substantial Proposed Changes:

- Delete deactivated course ENGL-001B and add ENGL-002B (4 units) to List C options.
- Move SPCH-142 from List C to List B and correct unit value to 3-units (from .5-4) in narrative and catalog.
- Overall units changed to 18-19 units.
- Update catalog description.

(This course was approved by CIC on 3/23/20 to update program to the latest TMC, without any course or unit revisions.)

Action: Approved as submitted

Motioned: Najia

Seconded: Leslie

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

Abstained: None

MUSIC-853N Chorale

Non-Substantial Proposed Changes:

- Add 18 noncredit hours of Laboratory by Arrangement.
- Total noncredit hours: 18 lec/36 lab/18 lab by arrangement.

Action: Approved as submitted

Motioned: Jennifer

Seconded: Anthony

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

Abstained: None

MUSIC-170 Beginning Group Voice

Non-Substantial Proposed Changes:

- Redistribute lab and by arrangement hours.
- No change to overall units.
- Lab hours to 0-18 (from 18-36) and lab by arrangement hours to 0-54 (from 0-36)

Action: Approved with the following changes

- Proposed effective date Spring 2022
- Class max corrected in Colleague

Motioned: Jennifer

Seconded: Leslie

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

Abstained: None

DRAMA-101 Introduction to Theatre

Non-Substantial Proposed Change:

- Content review.
- Update methods of evaluation, out of class assignments, textbook edition, and lecture content.

Action: Tabled with the following considerations

- Add ENGL-001AX as an advisory
- Proposed effective date Spring 2022
- Continue using the C-ID descriptor content

DRAMA-104 History of the Theatre: 18th Century to Present

Non-Substantial Proposed Changes:

- Content review.
- Update course title (from 17th Century),
- course description, assignment examples, objectives, outcomes, and lecture content.
- Remove percentages from MOEs.
- Replace textbook.

Action: Tabled due to lack of time

DISCUSSION ITEMS

Adding OER text field to eLumen course outlines Tabled due to lack of time

Curriculum Institute: July 7-9, 2021 – event is virtual again this year Tabled due to lack of time

Content review form revisions: Updating instructions and Title 5 language Tabled due to lack of time

PRESENTATIONS FROM THE PUBLIC

There were no presentations from the public.

ADJOURNMENT

The meeting adjourned at 4:10 p.m. The next meeting will be April 26, 2021

Respectfully submitted by,
Lynette Kral
Academic Senate Office