

Contra Costa College
College Instruction Committee
Minutes of Monday, February 28, 2022

ONLINE MEETING CALLED TO ORDER at 2:15 with Introduction of Guests

CIC Chair: Anthony Gordon

Division Representatives

- **SES:** Najia Azizi (Articulation Officer)
- **LA:** Jennifer Griest
- **AACE:** Brianne Ayala
- **NSAS:** Jennifer Ounjian, Leslie Alexander

Non-Voting Members

- **SLO Coordinator:** Brandy Gibson
- **Director of Admissions and Records:** Cole Moyer
- **Dean of Liberal Arts:** Jason Berner
- **Dean of Enrollment Services:** Rodolfo Santos
- **Vice President of Instruction:** Dr. Kimberly Rogers
- **Curriculum Specialist:** Karen Ruskowski
- **Meeting Minutes:** Lynette Kral

Members not in attendance: All voting members were in attendance. Lynette Kral, Cole Moyer, and Dr. Kimberly Rogers were not available.

Guests in attendance: Rene Sporer, Michele Redlo

CONSENT AGENDA ACTION ITEMS

Agenda: February 28, 2022

Action: Approved

Motioned: Najia

Seconded: Leslie

All in Favor: No abstentions

Minutes: February 14, 2022

Action: Approved with corrections.

Motioned: Brianne

Seconded: Jenn G

All in Favor: No abstentions

NON-CONSENT AGENDA ACTION ITEMS

BIOSC-182 Safety, Efficacy, and Quality in Regulated Products

Non-Substantial: Update course title (From: GLP and GMP: Principles and Compliance) and course description.

Remove one course objective. Add non-masters discipline: Biotechnology. New request for Distance Education: Both fully and partially online.

Action: Approved with the following corrections to mirror BIOSC-882N

- Changed advisory to: BIOSC-157 and BIOSC-159, or BIOSC-172 and BIOSC-172L
- Update textbooks
- Update MOIs
- Update MOEs

Motioned: Leslie

Seconded: Brianne

All in Favor: No abstentions

BIOSC-882N Safety, Efficacy, and Quality in Regulated Products

New Course: Noncredit. 36 hours lecture. CB22: Short term vocational. CB11: Workforce prep enhanced funding. Top Code: 0430.00. SAM Code: Clearly Occupational. Masters discipline: Biological Sciences. Non-masters discipline: Biotechnology. This course will mirror the credit version, BIOSC-182.

Action: Approved with the following included:

- New request for Distance Education: Both, fully online and partially online

Motioned: Najia

Seconded: Jenn O

All in Favor: No abstentions

BIOSC-876N Science Communication: Professional Report, Workshop, Public Media

New Course: Noncredit. 18-54 hours lecture. CB22: Short term vocational. CB11: Workforce prep enhanced funding. Top Code: 0430.00. SAM Code: Clearly Occupational. Masters discipline: Biological Sciences. Non-masters discipline: Biotechnology.

Action: Approved with the following included:

- New request for Emergency Only Distance Education: Both, fully online and partially online

Motioned: Leslie

Seconded: Najia

All in Favor: No abstentions

Laboratory Professional I – Certificate of Completion

New Program: Noncredit CTE Certificate. 54-288 Noncredit Hours. CDPD eligibility category: Short term vocational. Top code: 0430.00.

Action: Approved, pending approval of new courses

Motioned: Jenn G

Seconded: Jenn O

All in Favor: No abstentions

Biological Testing Technician – Certificate of Completion

New Program: Noncredit CTE Certificate. 159-252 Noncredit Hours. CDPD eligibility category: Short term vocational. Top code: 0430.00.

Action: Approved, pending approval of new courses

Motioned: Najia

Seconded: Leslie

All in Favor: No abstentions

ART-194 Survey of Asian Arts

Non-Substantial: Content review. Update MOIs, MOEs, textbooks, out of class assignments, and SLOs. Add advisory option ENGL-001AX

Action: Approved

Motioned: Najia

Seconded: Jenn O

All in Favor: No abstentions

HUMAN-120 Introduction to Humanities: Imagination, Invention and Creativity

Non-Substantial: Content review. Update out of class assignments, methods of evaluation, SLOs, and textbooks.

Action: Approved

Motioned: Jenn G

Seconded: Leslie

All in Favor: No abstentions

DISCUSSION ITEMS

PRESENTATIONS FROM THE PUBLIC

Dean Berner gave an update on the overdue Content Reviews after discussing with VP Rogers: At Council of Chairs on Wednesday, Chairs will be reminded that many content reviews are due. VP Rogers will eventually share a

timeline to get them up to date. Karen will get a list of content review dates and forward them to VP Rogers. Najia would also like to remind the chairs about the importance of the ADTs staying in compliance. There was a request to put the technical review process as a discussion item on the next agenda. Specifically, a discussion to finalize the consequences of missed technical reviews. One new suggestion is to have an unscheduled timeslot during one technical review session per month that faculty can attend if they missed their first assigned date.

ADJOURNMENT

The meeting adjourned at 4 p.m. The next meeting is scheduled for March 14, 2022.