

*DRAFT*  
**COLLEGE INSTRUCTION COMMITTEE**  
**MINUTES OF October 14, 2002**

**MEETING CALLED TO ORDER:** The meeting was called to order at 2:15 p.m.

**CHAIR:** Beth Goehring

**MEMBERS PRESENT:** James Duvall (NAS), Joy Lynch (CAH), Lillian Henderson (BSSAT), Richard Stollings (Classified Senate)

**RESOURCE TEAM:** Lynda Lawrence (Senior Dean of Students), McKinley Williams (CCC Vice President), Kenyetta Tribble (Articulation Officer)

**GUESTS:** Roseanne Packard, Leverett Smith, Theresa Steffes

**ABSENT:** Ed Greene (PE), Robert Webster (R3S), Carol Brown (Scheduling Specialist),

**APPROVAL OF AGENDA:** The agenda was approved.

**ACTION ITEMS:**

**COURSE/CATALOG CHANGES**

NURS 206 - Acute Care for the Nursing Assistant

**CHANGE:** *Change Prerequisite to CNA License required*

**ACTION:** Approved

NURS 207 - Home Health for Registered Nurses

**CHANGE:** *Delete from catalog*

**ACTION:** Approved

NURS 208 - Acute Care Nursing Assistant

**CHANGE:** *Delete from catalog*

**ACTION:** Approved

**COURSE/CATALOG CHANGES RESULTING FROM CONTENT REVIEW**

BIOSC 148 - General Microbiology

**CHANGE:** *Add prerequisite of BIOSC 106, Add co-requisite of CHEM 120 may be taken concurrently, description change*

**ACTION:** Approved

BIOSC 181 - Biotechnology Instrumentation

**CHANGE:** *Delete prerequisite of CIS 135, Add prerequisites of BIOSC 155, BIOSC 156, CIS 037, add to read BIOSC 134 or BIOSC 140, add to read BIOSC 119 or BIOSC 148*

**ACTION:** Approved

PE 140 - Figure Control I, II

**CHANGE:** *Repeatability (4) changed to 3, description changed*

**ACTION:** Approved

COMP 251 - Fundamentals of Computer Science C++

**CHANGE:** *Course Description*

**ACTION:** Tabled for lack of time

BIOSC 103 - Group Work in Human Anatomy

**CHANGE:** *Add co-requisite of BIOSC 132 and description change*

**ACTION:** Tabled for lack of time

BIOSC 119 - Nursing Microbiology

**CHANGE:** *Add prerequisite of BIOSC 106*

**ACTION:** Tabled for lack of time

BIOSC 140 - Principles of Biology

**CHANGE:** *Add prerequisite of BIOSC 106 and description change*

**ACTION:** Tabled for lack of time

BIOSC 141 - Principles of Biology

**CHANGE:** *Add prerequisite of BIOSC 106, Delete prerequisite of CHEM 120*

**ACTION:** Tabled for lack of time

MATH 292 - Introduction to Differential Equations

**CHANGE:** *Delete prerequisite of MATH 191, increase to 4 hours of lecture*

**ACTION:** Tabled for lack of time

ENGIN 240 - Properties of Engineering Materials

**CHANGE:** *Description change*

**ACTION:** Tabled for lack of time

BIOSC 132 - Human Anatomy

**CHANGE:** *Description change*

**ACTION:** Tabled for lack of time

BIOSC 134 - Human Physiology

**CHANGE:** *Add prerequisite of BIOSC 106, description change*

**ACTION:** Tabled for lack of time

COMP 251 - Fundamental of Computer Science C++

**CHANGE:** *Delete Advisory of COMP 151, Add prerequisite of CIS 125, Description change*

**ACTION:** Tabled for lack of time

BIOSC 160 - Nutrition

**CHANGE:** *Delete lab hours listed in catalog*

**ACTION:** Tabled for lack of time

BIOSC 118 - Structure and Function of the Human Body

**CHANGE:** *Description change*

**ACTION:** Tabled for lack of time

## **CONTENT REVIEW**

ENGIN 240, 255

MATH 121, 292

BIOSC 102, 103, 110, 118, 119, 160, 132, 134, 140, 141

CUL 250, 251

COMP 251

**ACTION:** Tabled for lack of time

**APPROVAL OF MINUTES:** The minutes were not available.

**ANNOUNCEMENTS:** The CCLC and CCCCD Curriculum and Instructional Policy and Procedure Comparison was distributed and the members were asked to review and bring feedback to next meeting.

## **CONDITIONALLY APPROVED ITEMS THAT HAVE NOT MET CONDITIONS**

MUSIC 185 – Introduction to the Music Industry

## **DISCUSSION ITEMS**

**Computerized Reading Analysis** After much discussion, the CIC agreed on the following proposal to be forwarded to the Academic Senate for approval.

1. Leave current reading analysis process as is.
2. Provide options to the faculty to determine which reading analysis process they prefer to use:
  - A. The computerized reading analysis used at present.
  - or*
  - B. A reading analysis justification statement that includes the following:
    1. Author name
    2. Title of textbook
    3. Year the book was published
    4. Author's credential and educational background
    5. Universities where the text is currently being used
    6. Statement from publisher verifying the readability as college level.
3. Justification statement only with text required to accompany proposal at CIC meeting; eliminating the CCC Computerized Reading Analysis completely.

**Revised CIC Forms (*Course/Catalog Change, Course Outline*)** – The revised Course/Catalog Change form is conditionally approved pending on the decision of the Reading Analysis and/or Justification. The Outline is approved without the Pre/Co-requisite Challenge test process. It was agreed to add the challenge process to the list of attachments that need to be included in a new course proposal.

**ADJOURNMENT** The meeting was adjourned at 4 p.m.