

**CONTRA COSTA COLLEGE
CURRICULUM INSTRUCTION COMMITTEE MEETING
MINUTES of September 13, 2010**

Purpose: College Curriculum Approval Process (sub-committee of Academic Senate)

Location: AA-216

Time: 2:15 p.m. – 3:00 p.m.

Facilitator: Jason Berner

Note Taker: Lynette Kral

CONSENT AGENDA	COMMENTS/NOTES
Approve Agenda	The agenda was approved. Those in attendance were Jason Berner, Shannon Beckham, Kenyetta Tribble, Manu Ampim, Bonnie Holt, Rick Ramos, Robert Webster, and Terence Elliott.
Approve Minutes	The minutes of August 23 will be included on the next agenda.
COURSE REVISIONS: • GRAPH 270	Hour Structure change: lab hours from 36-72 to 0-72; retroactive '10-'11 Addendum
Announcements:	There were no announcements.
Open Discussion:	The hours listed on the Distance Ed form must be changed from 49 to 54 to be the same as the standard load agreement. There must be twenty-seven (27) – 50 minute sessions for it to be a full semester course. When a Content Review is being done on a course, the Distance Ed Supplementary form must be included. The status of tele-courses must be checked on as to whether the videos are VHS or DVD. Rick reminded everyone that there will be a Distance Ed meeting on Thursday, September 16 in the Library Conference Room. The Course Revision form needs to have the wording “deletion” changed to “inactivation.”
Public Presentations:	There were no presentations.

Submitted by:
Lynette Kral
Academic Senate Office

Next meeting: September 27, 2010