

**College Instruction Committee Minutes
Contra Costa College
2600 Mission Bell Drive, San Pablo, California 94806**

Monday, March 24, 2014

Location: AA216

Call To Order with Introduction of Guests

The meeting was called to order at 2:15. Members in attendance were: Gabriela Segade, Katie Krolikowski, Robert Webster, Andrew Kuo, Julie Shieh-Cook, Vern Cromartie, Kathleen Donlan and Tammeil Gilkerson. Members absent were: Norma Valdez-Jimenez, Robbie Kunkel. Guests in attendance were: Trinidad Ledesma, Jeff Kamalian, Mark Wong, Jon Celesia, and Joe DeTorres.

March 24 Agenda

ACTION: Vern motioned to approve agenda with Gabriela's request to remove CULIN 260; Julie seconded; all in favor; no abstentions.

CONSENT AGENDA ACTION ITEMS

March 10 Minutes

ART 132 Content Review

REVISION: Non-substantial Change: Course description

ART 135 Content Review

ART 143 Content Review

REVISION: Non-substantial Change: Course description

ART 145 Content Review

REVISION: Non-substantial Change: HBA removed – no change in unit value

ART 174 Content Review

REVISION: Non-substantial Change: Course description

GEOG 120L Content Review

CHIN 121 Distance Ed Supplement to Course Outline

MEDIC 215

REVISION: Inactivation

MEDIC 216

REVISION: Inactivation

MEDIC 220

REVISION: Inactivation

EMED 110 Content Review

REVISION: Non-substantial Change: Course description

ADJUS 127 Content Review

ADJUS 128 Content Review

REVISION: Non-substantial Change: hours from 22.5 lecture/40.5 lab to 18 lecture/54 lab

CULIN 127 Content Review

REVISION: Non-substantial Change: title and description

CULIN 260 Content Review (needs clarification - removed from agenda)

NURS 109

REVISION: Inactivation

ENGL 129 Content Review

GEOL 120 Content Review

PHYS 110 Content Review

ENGL 163 Content Review

REVISION: Non-substantial Change: Title, description, objectives/content

ENGL 250A Content Review

REVISION: Non-substantial Change: Title, description, objectives/content

AUSER 171 Content Review

REVISION: Non-substantial change: description

AUSER 271 Content Review

REVISION: Non-substantial change: description

ACTION: Vern motioned to approve consent agenda items with the exception of CULIN 260 which was removed; Andrew seconded; all in favor; no abstentions.

INFORMATION/DISCUSSION

DIC Roles on Curriculum Review Process Julie and Andrew, LAVA DIC, have agreed to have “mini” meetings before the CIC meeting. Kathleen and Joy, LA DIC, have agreed to meet twice a week. The CIC discussed the CurricUNET DIC approval process, which currently only has the DIC Chair in the workflow. Tammeil will check to see if that can be changed so that the DIC members can view the proposals. If the proposal is not acted on in five days, the proposal will continue to the next reviewer.

Plan and Timetable for Rolling out CurricUNET Katie and Gabriela have revisions that they will try to complete using CurricUNET this semester to prepare for training workshops throughout summer and during the Fall 14 Flex Week. A suggestion was made to have division meetings in the lab and use that time to submit proposals. The goal is to not accept had copy proposals beginning in Fall 14.

Publishing Deadline of Submission of Proposals for Changes to Be Included into Catalog/Spring Addendum - Katie motioned to table this item; Vern seconded; all in favor; no abstentions.

Process for Assigning Disciplines to Courses – Katie motioned to table this item; Vern seconded; all in favor; no abstentions.

NON-CONSENT ACTION ITEMS

ART 118 Content Review

REVISION: Course description revision and addition of advisory ENGL 1A

ACTION: Vern motioned to approve; Katie seconded; all in favor; no abstentions.

ART 133 Content Review

REVISION: Course description revision

ACTION: Kate motioned to bundle and approve ART 133, 144, 146, and 175; Vern seconded; all in favor; no abstentions.

ART 144 Content Review

ACTION: Kate motioned to bundle and approve ART 133, 144, 146, and 175; Vern seconded; all in favor; no abstentions.

ART 146 Content Review

ACTION: Kate motioned to bundle and approve ART 133, 144, 146, and 175; Vern seconded; all in favor; no abstentions.

ART 175 Content Review

REVISION: Course description revision

ACTION: Kate motioned to bundle and approve ART 133, 144, 146, and 175; Vern seconded; all in favor; no abstentions.

AUSER 100V (tabled from previous agenda)

ACTION: Katie motioned to table because the content needs rewriting; Vern seconded; all in favor; no abstentions.

EMED 135 Content Review

REVISION: Substantial Change: Course description, units, hours, pre-req. EMED 110 will be prerequisite with EMT certification as the challenge policy.

ACTION: Vern motioned to approve; Katie seconded; all in favor; no abstentions.

ADJUS 222 Content Review

REVISION: Non-substantial Change: ADJUS 121 becomes pre/co-requisite and advisory of ADJUS 122 is removed.

ACTION: Andrew motioned to approve; Vern seconded; all in favor; no abstentions.

ADJUS 125 Content Review

REVISION: Non-substantial change: description, add prereq, delete pre/co-requisite.

ACTION: Katie motioned to approve; Vern seconded; all in favor; no abstentions.

GEOL 120L Content Review

ACTION: Vern motioned to approve; Robert seconded; all in favor; no abstentions.

ENGIN 112 Content Review

REVISION: Non-substantial change: Reactivation/ course description

ACTION: Vern motioned to approve; Katie seconded; all in favor; no abstentions.

The following items are tabled to the next agenda for lack of time:

ENGIN 230 Content Review

ENGIN 240 Content Review

ENGIN 255 Content Review

PHYS 110L Content Review

PHYS 120 Content Review

PHYS 120H Content Review

PHYS 121 Content Review

PHYS 121H Content Review
PHYS 130 Content Review
PHYS 230 Content Review
PHYS 231 Content Review
ASTRO 120 Content Review REVISION: Non-substantial change: add prereq
ENGL 293H Content Review REVISION: Non-substantial: Title, description, advisory/objectives/content
ENGL 274 Content Review REVISION: Non-substantial: Title, description, advisory/obj./content, grading
ENGL 230B Content Review REVISION: Non-substantial: Title, description, prereq/adv/obj./content/ eval
ENGL 220B Content Review REVISION: Non-substantial: Title, descr, grade, prereq/adv/obj./content/ eval
ENGL 200A Content Review REVISION: Non-substantial: Grade, prereq/adv/obj./content/ eval
ENGL 210B Content Review REVISION: Non-substantial: Title, descr, grade, prereq/adv/obj./content/ eval
NURS 230 Content Review
AUSER 123 Content Review REVISION: Non-substantial change: description
AUSER 124 Content Review REVISION: Non-substantial change: description
AUSER 125 Content Review REVISION: Non-substantial change: description
AUSER 126 Content Review REVISION: Non-substantial change: description
AUSER 225 Content Review REVISION: Non-substantial change: description
AUSER 226 Content Review REVISION: Non-substantial change: description
AUSER SLO statements and plan revisions (tabled from previous agenda)
OPEN DISCUSSION/ PRESENTATIONS FROM THE PUBLIC/CIC ANNOUNCEMENTS
Let it be reflected in these minutes: <ul style="list-style-type: none"> • A correction was made to the November 25, 2013 minutes that the unit value of the Associates in Arts Music degree was entered incorrectly on the form. The total units were entered as 49 and the corrected total units are 47. • AUSER 100T will not be returned to an agenda.
Adjournment
Vern motioned to approve adjourning the meeting at 4:10 p.m.; Katie seconded; all in favor; no abstentions. The next meeting will be April 14.