

College Instruction Committee Minutes
Monday, October 8, 2018
Contra Costa College CTC-131
2600 Mission Bell Drive, San Pablo, California 94806

CALL TO ORDER

Members in attendance: Mark Wong (Chair), Robert Webster (SS), Laura Salas (LAVA), and Katie Krolkowski (NSAS).

Members absent: Irena Stefanova (LA)

Resource Team in attendance: Tish Young (Senior Dean of Instruction) and Karen Ruskowski (Curriculum Specialist).

Guests in attendance: Elvia Ornelas-Garcia, Jennifer Ounjian, Elisabeth Schwarz, and Carolyn Hodge.

CONSENT AGENDA ACTION ITEMS

October 8, 2018 Agenda

September 24, 2018 Minutes

ACTION: Robert motioned to approve the minutes; Katie seconded; Mark, Robert, Laura, and Katie were all in favor; no abstentions.

ECON-220 Introduction to Macroeconomic Principles

Distance Education Supplement – fully online

ECON-221 Introduction to Microeconomic Principles

Distance Education Supplement – fully online

AFRAM-125 The Education of African Americans

Course Deletion – no longer taught

ACTION: Robert motioned to approve the consent agenda action items; Katie seconded; Mark, Robert, Laura, and Katie were all in favor; no abstentions.

NON-CONSENT AGENDA ACTION ITEMS

HIST-110 History of African Civilization

Non-Substantial Change: Content review. Update description, objectives, assignments, textbook, Methods of evaluation. Adding discipline of African American Studies. Cross listed with AFRAM-210. *(This proposal was tabled from the 9/24/18 agenda due to lack of time)*

ACTION: Robert motioned to approve; Katie seconded; Mark, Robert, Laura, and Katie were all in favor; no abstentions.

AFRAM-210 History of African Civilization

New Course: 3 units. 54 hours of lecture. Disciplines: African American Studies/History/Ethnic Studies. Course is cross listed with HIST-110. *(This proposal was tabled from the 9/24/18 agenda due to lack of time)*

ACTION: Robert motioned to approve; Katie seconded; Mark, Robert, Laura, and Katie were all in favor; no abstentions.

DANCE-180 Creative Flow

New Course: .5 – 2.0 units, 27-108 lab hours, Disciplines: Dance, PE, Kinesiology, Folk Dance. This course will add depth to the dance course offerings. *(This proposal was tabled from the 9/24/18 agenda due to committee questions)*

ACTION: *This course was tabled due to non-representation.*

ECHD-120 Introduction to Principles & Practices of Early Childhood Education

Non-Substantial Change: Content review. Update SLOs, assignments, textbook. *(This proposal was tabled from the 9/24/18 agenda due to lack of time)*

ACTION: *This course was tabled due to non-representation.*

ECHD-121 Child Growth & Development (DS1)

Non-Substantial Change: Content review. Update SLOs, assignments, textbook. *(This proposal was tabled from the 9/24/18 agenda due to lack of time)*

ACTION: *This course was tabled due to non-representation.*

ECHD-220 The Child, Family and Community (DS2)

Non-Substantial Change: Content review. Update SLOs, assignments, textbook.

ACTION: *This course was tabled due to non-representation.*

ENGL-842N Expository Skills for College Writing

New Course: Noncredit, 20 hours of lecture, Discipline: English. This is an enhanced non-credit developmental course that will review basic college-level reading and writing skills needed for transfer-level work.

ACTION: Robert motioned to approve; Laura seconded; Mark, Robert, and Laura were all in favor; no abstentions.

PSYCH-130 Psychology of Personality and Growth

Non-Substantial Change: Content review. Updated objectives, outcomes, content, textbook, methods of instruction and evaluation. Distance Education form updated to latest version.

ACTION: Katie motioned to approve; Robert seconded; Mark, Robert, Laura, and Katie were all in favor; no abstentions.

PSYCH-128 Life Span Development

Non-Substantial Change: Content review. Updated objectives, outcomes, content, textbook. Distance Education form updated to latest version.

ACTION: Robert motioned to approve; Katie seconded; Mark, Robert, Laura, and Katie were all in favor; no abstentions.

PSYCH-222 Culture and Ethnicity in Social Psychology

Non-Substantial Change: Content review. Updated outcomes, methods of evaluation and instruction, assignments, lecture content, textbook. DE form updated to latest version. Title changed to Multicultural Psychology.

ACTION: Robert motioned to approve; Laura seconded; Mark, Robert, Laura, and Katie were all in favor; no abstentions.

PSYCH-132 Introduction to Abnormal Psychology

Non-Substantial Change: Content review. Updated objectives, outcomes, methods of evaluation and instruction, assignments, lecture content, textbook. Distance Education form updated to latest version.

ACTION: Katie motioned to approve; Robert seconded; Mark, Robert, Laura, and Katie were all in favor; no abstentions.

CULIN-127 Becoming ServSafe Certified

Non-Substantial Change: Content review. Updating course description.

ACTION: Katie motioned to table to next consent agenda pending corrections to assignments, evaluation, and transfer clarity; Laura seconded; Mark, Robert, Laura, and Katie were all in favor; no abstentions.

CULIN-130 Introduction to Commercial Baking

Non-Substantial Changes: Content Review. Update out of class assignments, lab content, textbook. Hours changed from 54 lec/360 lab to 36 lecture/378 lab with no change in unit value. *(This course was tabled from the 9/10/18 and 9/24/18 agendas, due to non-representation)*

ACTION: Katie motioned to table, pending corrections to assignments, hours, and attachment of content review form; Robert seconded; Mark, Robert, Laura, and Katie were all in favor; no abstentions.

HIST-120 History of the United States (Colonial - 1865)

Non-Substantial Changes: Content Review. Update objectives, textbook

ACTION: *This course was tabled due to non-representation.*

DISCUSSION ITEMS

As part of the content review process for courses taught online, CIC should verify that the Distance Education supplement on file is the most recent version available, to maintain Title 5 compliance. The DE committee discussed this last month and was in support of updating to the new form because the new form contains a new Title 5 requirement for DE courses (student-to-student contact) that the old form does not include.

New SLO checkbox in CurriQunet CurricUNET has made changes to the program during the summer that were not communicated well, and not agreed upon, thus the new SLO checkbox in the Course Outcome section. It was meant to create a better flow of choice selection when assessing the SLO in the SLOA module. Katie asked that when changes are made to CurricUNET, they are noted in the CIC minutes.

Understanding Content Review Title V requires all courses to go through Content Review every six years which is the process where the department has reviewed the requisites to establish that each is still supported by its faculty; that the students would not benefit from additional requisites to the course; and that the department has reviewed the current course outline and finds it satisfactory.

It was motioned by Katie and seconded by Robert that the Technical Committee create a proposal of mandated scheduled meetings for each department for courses that are past due for content review starting in December.

PRESENTATIONS FROM THE PUBLIC - There were no presentations from the public or CIC announcements.

ADJOURNMENT – The meeting adjourned at 4:00 p.m. The next meeting will be October 22 in CTC-131.

Respectfully submitted by,

Lynette Kral
Academic Senate Office