

College Instruction Committee Minutes **DRAFT**

Monday, February 25, 2019

Contra Costa College

CALL TO ORDER/Introduction of Guests The meeting was called to order at 2:15 in CTC 131

Members in attendance:

CIC Chair: Mark Wong

Division Rep SES: Robert Webster

Division Rep LA: Anthony Gordon

Division Rep LAVA: Laura Salas LAVA

Division Reps NSAS: Jennifer Ounjian

Members absent: Irena Stefanova LA

Resource Team in attendance:

SLO Coordinator: Brandy Gibson

Senior Dean of Instruction: Tish Young

Curriculum Specialist: Karen Ruskowski

Guests in attendance: Ben Jahn, Clinton Day, and Jennifer Griest.

CONSENT AGENDA ACTION ITEMS

Agenda: February 25, 2019

Minutes: February 11, 2019

COMP-110 Introduction to Computational Science

Distance Education – New request for existing course. Fully/Hybrid

MEDIC-114 Introduction to Health Professions

Distance Education – New request for existing course. Fully/Hybrid

MEDIC-205 Administrative Medical Assisting

Distance Education – New course to be offered Fully/Hybrid. *(course approved by CIC 11/26/18)*

MEDIC-206 Health Records and Computer Applications

Distance Education – New course to be offered Fully/Hybrid. *(course approved by CIC 12/10/18)*

MEDIC-236 Human Disease Conditions

Distance Education – New course to be offered Fully/Hybrid. *(course approved by CIC 9/24/18)*

MEDIC-237 Health Insurance

Distance Education – New course to be offered Fully/Hybrid. *(course approved by CIC 12/10/18)*

MEDIC-238 Introduction to Medical Coding

Distance Education – New course to be offered Fully/Hybrid. *(course approved by CIC 11/26/18)*

ESL-200 ESL for Early Childhood Education 220

Course Deletion: Department does not foresee offering this course in the future.

ESL-201 ESL for Early Childhood Education 120

Course Deletion: Department does not foresee offering this course in the future.

ESL-202 ESL for Early Childhood Education 121

Course Deletion: Department does not foresee offering this course in the future.

ESL-050 Beginning ESL

Non-Substantial: Content review. Update objectives, outcomes, lab content, methods of evaluation and instruction, textbooks, out of class assignments, correct CB24 to 'stand alone'. *(Course was approved by Tech Review, with department chair in attendance)*

ESL-149 Academic and Professional ESL III

Non-Substantial: Content review. Update outcomes, assignments, correct CB13 to 'not a special class'. *(Course was approved by Tech Review, with department chair in attendance)*

ESL-163 Grammar I

Non-Substantial: Content review. Update course description, content, objectives, SLOs, methods of evaluation/instruction, out of class assignments, and textbook. Adding Distance Education Supplement, partially online. *(Course was approved by Tech Review, with department chair in attendance)*

ESL-195 Reading and Composition for Advanced ESL Students

Substantial: Content review. Updated SLOs, textbook, SAM code corrected from Possibly to Non Occupational. *(Course was approved by Tech Review, with department chair in attendance)*

ACTION: Consent agenda items approved.

Motioned: Laura

Seconded: Jennifer

All in favor: Mark, Anthony, Laura, and Jennifer. (Robert arrived after approval)

Abstained: None

NON-CONSENT AGENDA ACTION ITEMS

ENGL 001A Composition and Reading

Non-Substantial Change: Content review. Update description, objectives, outcomes, methods of evaluation, out of class assignments, lecture content, and textbooks. Updated to new Distance Ed form. *(This course was tabled at the 1/28/19 meeting for lecture content edits.)*

ACTION: Approved.

Motioned: Bob

Seconded: Laura

All in favor: Mark, Robert, Anthony, Laura, and Jennifer.

Abstained: None

MATH 118 Elementary Algebra

Non-Substantial Change: Content review. Update course description, out of class assignments, methods of instruction and evaluation, and learning resources. Update DE supplement to new form. *(This course was tabled at the 1/28/19 meeting due to non-representation.)*

ACTION: Tabled for lack of representation.

MUSIC-108 History and Appreciation of Western Music

Non-Substantial Change: Content review. Update SLOs, Methods of evaluation, methods of instruction, assignments, textbooks. Adding Distance Ed.

ACTION: Approved.

Motioned: Bob

Seconded: Laura

All in favor: Mark, Robert, Anthony, Laura, and Jennifer.

Abstained: None

MUSIC-163 Beginning Choir

Non-Substantial: Content review. Minor revisions to methods of evaluation and SLO assessment criteria. Correct CB24 to 'program applicable'.

Family: MCHMB

ACTION: Approved.

Motioned: Bob

Seconded: Laura

All in favor: Mark, Robert, Anthony, Laura, and Jennifer.

Abstained: None

MUSIC-176 Vocal Jazz Music: Jazz Singers/Jazzanova

Non-Substantial: Content review. Update out of class assignments, SLOs, and update to CSU/UC transfer.

Family: MLJZZ

ACTION: Approved.

Motioned: Bob

Seconded: Tony

All in favor: Mark, Robert, Anthony, Laura, and Jennifer.

Abstained: None

MUSIC-853N Chorale

Non-Substantial: Content review. Update out of class assignments, lab content, SLOs. Correct CB24 to 'stand-alone'.

ACTION: Approved.

Motioned: Bob

Seconded: Jennifer

All in favor: Mark, Robert, Anthony, Laura, and Jennifer.

Abstained: None

MUSIC-854N Community Symphonic Wind Ensemble

Non-Substantial: Content review. Update course description, SLOs, methods of evaluation, methods of instruction, lab content.

ACTION: Approved.

Motioned: Bob

Seconded: Tony

All in favor: Mark, Robert, Anthony, Laura, and Jennifer.

Abstained: None

MUSIC-177 Commercial Vocal Ensemble: Jazz-Ology

Non-Substantial: Content review. Update out of class assignments, SLOs.

Family: MJAZZ

ACTION: Approved.

Motioned: Bob

Seconded: Jennifer

All in favor: Mark, Robert, Anthony, Laura, and Jennifer.

Abstained: None

MUSIC-167 Vocal Chamber Music: CC Singers

Non-Substantial: Content review. Update to UC transfer. Add non-course requisite comment "or audition..."
Update out of class assignments, SLOs.

Family: MCHR

ACTION: Approved.

Motioned: Bob

Seconded: Jennifer

All in favor: Mark, Robert, Anthony, Laura, and Jennifer.

Abstained: None

DISCUSSION ITEMS/OPEN DISCUSSION

There was no discussion items.

PRESENTATIONS FROM THE PUBLIC

There were no presentations from the public.

ADJOURNMENT

The meeting adjourned at 4:00 p.m. The next meeting will be March 11 in CTC-131.

Respectfully submitted by,
Lynette Kral
Academic Senate Office