

College Instruction Committee Minutes

Monday, March 11, 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

Division Reps NSAS: None in attendance

Members absent: Jennifer Ounjian

Resource Team in attendance:

SLO Coordinator: Brandy Gibson

Senior Dean of Instruction: Tish Young

Curriculum Specialist: Karen Ruskowski

Guests in attendance: Katie Krolkowski, Carol Stanton, Elaine Gerber

CONSENT AGENDA ACTION ITEMS

Agenda: March 11, 2019

Minutes: February 25, 2019

MEDIC-151 Medical Terminology II

Delay Course Deletion: This course was approved for deletion by CIC on 12/10/18, but department is requesting that deletion does not take effect until after SUM 2019 semester.

MEDIC-151 Medical Terminology II

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

MEDIC-150 Medical Terminology

Distance Education – Updated request for existing online course. Fully/Hybrid.

Registered Nursing Associate in Science Degree

Revise Catalog Language: Revise the program description in the 2019/20 catalog to the following:

The curriculum for the Associate in Science in Nursing degree is four semesters or two years in length. It requires prerequisites in science and general education. Admission into the nursing program is competitive. The application for admission is available on the Contra Costa College nursing web page or may be obtained from the Admissions and Records Office (phone 510-215-6027 or on the website). Please refer to the current nursing program bulletin for prerequisite requirements, deadline dates, GPA requirements, application process and selection process. No material will be accepted after the deadline dates.

A grade of 75% or better is required in each course of the nursing program in order to progress in the program and to graduate. Credit will be received for previous health knowledge and/or experience. Applicants who qualify for admission and who possess a current California license as Vocational Nurses (LVN)/Practical Nurses (LPN) or Psychiatric Technicians (LPT) may apply for advanced placement. Advanced placement admission is based on space availability. For further information, visit the nursing program webpage or call the Nursing Department office at 510-215-4103.

The LVN/LPN to RN transition for California Licensed Vocational Nurses requires successful completion of all prerequisites with the required GPA, the second-year RN curriculum, and General Education requirements. Admitted LVN/LPN advance placement students will be granted academic credit equivalent to the first year of the program based on their current license.

The LPT to RN transition for California Licensed Psychiatric Technicians requires successful completion of all prerequisites with the required GPA, three semesters of the RN curriculum, and General Education requirements. Admitted LPT advanced placement students will be granted academic credit equivalent to the first semester of the program based on their current license.

Only those students formally admitted to the advanced placement transition program may enroll in the registered nursing courses. Students seeking to apply are encouraged to enroll in the designated prerequisite/general education courses that are required to graduate from the RN program. Completion of the LVN/LPN/LPT to RN transition program at Contra Costa College qualifies students to take the State Board Examination (NCLEX-RN) for licensure as Registered Nurse.

ESL-051 Reading and Vocabulary for Beginners

Non-Substantial: Content review. Update assignments, outcomes, methods of instruction, content, textbook, and correct CB24 to Not Program Applicable
(Course revisions approved by Tech Review with originator in attendance.)

ESL-152 Academic and Professional ESL IV

Non-Substantial: Content Review: Methods of Instruction, Outcomes, Assignments, Textbook
(Course revisions approved by Tech Review with originator in attendance.)

ESL-166 Grammar II

Non-Substantial: Content Review: Outcomes, Assignments, Textbook, Catalog/Course Description, Methods of Instruction. Adding Distance Education - New request for existing course, Hybrid.
(Course revisions approved by Tech Review with originator in attendance.)

ESL-169 Grammar III

Substantial Change: Content Review: Outcomes, Assignments, Textbook, Methods of Instruction Adding Distance Education - New request for existing course, Hybrid. CB24 changed to Program Applicable.
(Course revisions approved by Tech Review with originator in attendance.)

ESL-172 Grammar IV

Non-Substantial: Content review. Updating outcomes, assignments, textbook, objectives, and methods of instruction. Adding Distance Education - New request for existing course, Hybrid. Changed CB24 to Program Applicable.
(Course revisions approved by Tech Review with originator in attendance.)

ESL-178 Grammar V

Non-Substantial: Content Review. Updating outcomes, assignments, textbook, methods of evaluation, and methods of instruction. Adding Distance Education - New request for existing course, Hybrid.
(Course revisions approved by Tech Review with originator in attendance.)

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: Consent agenda items approved.

Motioned: Bob

Seconded: Laura

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

Abstained: None

NON-CONSENT AGENDA ACTION ITEMS**BIOSC-157 Foundations in Biotechnology**

Non-Substantial: Add 18 lab hours (and lab content) to allow time for group work essential to preparation for BIOSC-159.

ACTION: Tabled.

Motioned: Bob

Seconded: Tony

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

Abstained: None

Discussion: Tish felt since this course has a lab co-requisite, adding lab hours to a lecture course is not appropriate or needed. Mark will reach out to Tish, Katie, and other CTE and STEM faculty to make a decision on this course and future courses, including extra lab time added to a course to set up and clean up. Return to Consent Agenda if issue is resolved.

BIOSC-183 Mammalian Cell Culture

Non-Substantial: Change prerequisite BIOSC-159 to advisory status. Add advisory BIOSC172L. Add advisory comment "Science lab course with skills in measurement, attention to protocol, and documentation of data." Add discipline: Biotechnology. Update outside assignment hours.

ACTION: Approved

Motioned: Bob
Seconded: Laura
All in favor: Mark, Robert, Anthony, and Laura.
Abstained: None

BIOSC-186 Protein Purification and Analysis

Non-Substantial: Change prerequisite BIOSC-159 to advisory status. Add advisory BIOSC172L. Add advisory comment "Science lab course with skills in measurement, attention to protocol, and documentation of data." Add discipline: Biotechnology. Update outside assignments and textbook.

ACTION: Approved

Motioned: Bob
Seconded: Tony
All in favor: Mark, Robert, Anthony, and Laura.
Abstained: None

PHYS-110 Descriptive Physics

Substantial: Content review. Add MATH-120 or MATH-122 as a prerequisite in keeping with UC transfer requirements. Update lecture content, assignments, and textbook. Correcting SAM Code to non-occupational. For implementation FA19.

ACTION: Approved

Motioned: Bob
Seconded: Laura
All in favor: Mark, Robert, Anthony, and Laura.
Abstained: None

PHYS-110L Descriptive Physics Laboratory

Non-Substantial: Content review. Remove MATH-118 as an advisory. Add MATH-120 or MATH-122 as a prerequisite in keeping with UC transfer requirements. Update assignment hours and textbook.

ACTION: Approved

Motioned: Bob
Seconded: Laura
All in favor: Mark, Robert, Anthony, and Laura.
Abstained: None

MATH-191 Analytic Geometry and Calculus II

Non-Substantial: Due to AB705, add 18 hours of lab time (and lab content). Update methods of instruction, methods of evaluation, assignments, and textbook.

ACTION: Tabled

Motioned: Bob
Seconded: Laura
All in favor: Mark, Robert, Anthony, and Laura.
Abstained: None

Discussion: It was questioned whether the extra support of adding lab hours was already addressed in MATH 190 and is not appropriate or needed for MATH 191. This proposal will be returned to the Consent Agenda if the issue is resolved after discussion with the MATH department.

MATH-290 Analytic Geometry and Calculus III

Non-Substantial: Due to AB705, add 18 hours of lab time (and lab content). Update methods of instruction, methods of evaluation, assignments, and textbook.

ACTION: Tabled

Motioned: Bob
Seconded: Laura
All in favor: Mark, Robert, Anthony, and Laura.
Abstained: None

Discussion: It was questioned whether the extra support of adding lab hours was already addressed in MATH 191 and is not appropriate or needed for MATH 290. This proposal will be returned to the Consent Agenda if the issue is resolved.

BOT-222 Microsoft Word for Business

ACTION: Tabled for lack of representation

BOT-226 Microsoft Access for Business

ACTION: Tabled for lack of representation

MEDIC-210 Medical Law and Ethics

ACTION: Tabled for lack of representation.

MEDIC-226 Clinical Practicum Experience I

ACTION: Tabled for lack of representation.

AUSER-099 Occupational Work Experience

ACTION: Tabled for lack of time.

DISCUSSION ITEMS

eLumen Implementation The end date to putting proposals into CurricUNET is March 31. Only emergency proposals will be added. All originator status will be removed. Paper will be used for the emergency proposals and will be discussed at the next meeting.

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 25 in CTC-131.

Respectfully submitted by,
Lynette Kral
Academic Senate Office