PERALTA COMMUNITY COLLEGE DISTRICT
COUNCIL ON INSTRUCTION, PLANNING, AND DEVELOPMENT
SUMMARY NOTES
December 5, 2005
District Office Board Room


Guests: Laney faculty: Vina Cera, MEDIA; Nick Kyriakopedi, ECT; Louis Quindlen, MACH

Curriculum

College of Alameda

Course Addition

CIS 97, Oracle SQL and PL/SQL
This item was tabled until it is submitted by all colleges.

Laney College

Curriculum Chair Lehman began by saying that a great deal of work has been done by Laney vocational departments, some of which was approved at the November meeting, some today with more come in the spring. He introduced Dean Crabtree to explain the work going on. Crabtree said that Laney received a 1 million dollar NSF grant in ECT that the industry is now using software that simulated the whole building. In Machine Technology they’ve recently conducted a survey of the industry and in Wood Technology they are developing two strands: one in furniture making and the other in CAD/CAM.

Course Additions
A/ET 110, Introduction to 3D Modeling and Rendering
ENGIN 77, Computer Programming for Engineers Using MATLAB
E/ET 202, Fundamentals of Electricity for ECT
ECT 1, Physics for Building Science
ECT 13, Fundamentals of Refrigeration
ECT 14, Advanced Refrigeration
ECT 15, Refrigeration Equipment Troubleshooting
ECT 16, Fundamentals of Heating and Air Conditioning
ECT 17, Heating and Air Conditioning Troubleshooting
ECT 18, HVAC Installation Practices
ECT 21, Introduction to Direct Digital Controls
ECT 28, Energy Management and Efficiency in Building Systems
ECT 211, Mechanical and Electrical Codes
ECT 214, Technical Mathematics for ECT
GEOL 5, Introduction to Oceanography
GEOL 5L, Introduction to Oceanography Laboratory
MACH 75, Geometric Dimensioning and Tolerancing
SPAN 22A, Spanish for Bilingual/Native Speakers I
SPAN 22B, Spanish for Bilingual/Native Speakers II
WDTEC 30, CAD/CAM Techniques in the Cabinetmaking Industry
WDTEC 210A, Traditional Japanese Hand Tools and Joinery I
WDTEC 210B, Traditional Japanese Hand Tools and Joinery II
WDTEC 210C, Traditional Japanese Hand Tools and Joinery III

Action: Approved as presented.
Substantive Course Changes
ECT 11, Mechanical and Electrical Devices
ECT 12, Blueprint Reading and Interpretation
JOURN 62, Mass Media and Society
MACH 210, Machine Technology I
MACH 220, Machine Technology II
MACH 230, Machine Technology III
Action: Approved as presented.

Course Deactivations
ENGL 250 C-D, Basic Writing
ENGL 259C-D, Foundations in Reading and Writing
As this is a UCN course and may involve more than this college, it was agreed to postpone action on
this until March 2006.
Action: Postponed until March 6, 2006.

Program Additions
Certificate of Achievement: Environmental Control Technology, (17 unit)
Action: Approved as presented

Media Communications (Post Production)
VP Webb stated that since there are unresolved issues between Vista and Laney that this item be
tabled until the two colleges can further discuss this. Haig appreciated the commitment by both Laney
and Vista to see this through and emphasized the importance of faculty (Freund & Cera) to be included
in the conversations.
Action: Tabled until further conversation between Laney and Vista

Program Changes
Architectural/Engineering Tech
Environmental Control Technology
Machine Technology
Degree/Certificate requirements updated to reflect recent curriculum changes.
Action: Approved as presented.

Merritt College

Course Additions
COSER 25, Maintaining Sobriety and Relapse Prevention
MUSIC 1B, Musicianship
Action: Approved as presented.

Vista

No Items submitted

OLD BUSINESS

Haig followed up on her discussion on the MOU she received between community colleges and CSUs.
She said that one between Peralta and CSU East Bay is in the works. Robinson said that the Vice
Presidents of Student Services need to communicate this to the counselors.
Program Review
At the last meeting, a subcommittee was formed to review the process and report back to this committee. The subcommittee members are: Joseph Bielanski (Vista), Linda Berry-Camara (Merritt), Linda Sanford (Laney), Maurice Jones and Brenda Johnson (Alameda). Below is a brief summary of the recommendations reports presented.

The slowdown in completing program review has been due to numerous factors such as:
- turnover in administrators
- lack of guidance for faculty
- lack of data books
- sense that program review recommendations are not acted upon and have little effect on budgets
- completion driven by personalities rather than by intrinsic value of process.

In Fall 2004 Laney initiated a modified program review process that was tied to the college’s strategic planning process. Laney’s budget process now requires that a budgetary request be stated as a need in the department’s program review or stated as a department goal or objective.

The following recommendations are made to CIPD:

1. Since the four colleges are individually accredited and have individual college needs and processes, we recommend that program review not be centralized as a district office function.
2. We recommend that each college establish a formalized procedure for curricular review that includes program review, and that the college program review cycle be determined by the college’s strategic planning process.
3. We recommend that the program review process be presented to the college curriculum committees, and that a summary to CIPD.
4. We recommend that models be developed for program review in the Student Services areas.
5. We recommend that program review be integrated into the colleges’ planning processes such that it informs budget allocation at the college level.

Louis Quindlen said that as a faculty member he found the new Laney process to be invaluable.

NEXT MEETINGS: January 30, 2006