

Curriculum Instruction Committee Agenda

Contra Costa College

2600 Mission Bell Drive, San Pablo, California 94806

Monday, February 27, 2023

2:15 pm – 4:00 pm

Location:

<https://zoom.us/j/2781331615>

Meeting ID: 278-133-1615

Dial by your location

+1 669 900 6833 US (San Jose)

Find your local number: <https://4cd.zoom.us/j/abPqSbjJLS>

THE COMMUNITY IS WELCOME AND ENCOURAGED TO ATTEND

Time	Item #	Description
2:15-2:20	A	CALL TO ORDER with Introduction of Guests
	1	CIC Chair: Anthony Gordon Division Representatives <ul style="list-style-type: none">• SES: Najia Azizi (Articulation Officer)• LA: Jennifer Griest• AACE: Brianne Ayala, Jack Wheeler• NSAS: Jennifer Ounjian, Leslie Alexander Non-Voting Members <ul style="list-style-type: none">• SLO Coordinator: TBD• Director of Admissions and Records: Cole Moyer• Dean of Enrollment Services: Rodolfo Santos• Sr. Dean of Instruction: Jason Berner (acting)• Curriculum Specialist: Karen Ruskowski• Meeting Minutes: Lynette Kral
2:20-2:30	B	CONSENT AGENDA ACTION ITEMS
	1	Agenda: February 27, 2023
	2	Minutes: February 13, 2023
2:30-3:50	C	NON-CONSENT AGENDA ACTION ITEMS
Rudy/Shah	1	BOT-222 Microsoft Word for Business Non-Substantial: Content review. Update MOIs. <i>(This proposal was tabled on 2/23/23 due to lack of time.)</i>
Rudy/Shah	2	BOT-224 Microsoft Excel for Business Non-Substantial: Content review. Update MOIs. <i>(This proposal was tabled on 2/23/23 due to lack of time.)</i>
Rudy/Shah	3	BOT-226 Microsoft Access for Business Non-Substantial: Content review. Update MOIs. <i>(This proposal was tabled on 2/23/23 due to lack of time.)</i>
Rudy/Shah	4	BOT-243 General Office Procedures Non-Substantial: Content review. No changes. <i>(This proposal was tabled on 2/23/23 due to lack of time.)</i>

Time	Item #	Description
Rudy/Shah	5	BOT-248 Business Correspondence Non-Substantial: Content review. Update MOIs. <i>(This proposal was tabled on 2/23/23 due to lack of time.)</i>
Sharufa/ Nguyen	6	MATH-121S Support for MATH-121 Success New Course: Degree Applicable. .5 unit/36 hours laboratory. Corequisite: MATH-121. CB26: Is a support course. Not requesting transfer. Masters Discipline: Mathematics. Requesting Distance Education: Both fully online and partially online.
Sharufa/ Nguyen	7	MATH-180S Support for MATH-180 Success New Course: Degree Applicable. .5 unit/36 hours laboratory. Corequisite: MATH-180. CB26: Is a support course. Not requesting transfer. Masters Discipline: Mathematics. Requesting Distance Education: Both fully online and partially online.
Sharufa/ Nguyen	8	MATH-121 Trigonometry Non-Substantial: Content review. Add 18 lab hours per term. No change to units. Delete prerequisite MATH-122. Change prerequisite statement about MATH-120 to “or equivalent” (from “or placement by multiple measures”). Add prerequisite: “Placement into MATH-121” or Corequisite: MATH-121S. Updates MOIs/MOEs.
Sharufa/ Nguyen	9	MATH-180 Applied Calculus Non-Substantial: Content review. Delete MATH-122 prerequisite option. Add ‘or equivalent’ to existing MATH-120 prerequisite option. Revise ‘placement by multiple measures’ prerequisite option to ‘placement into MATH-180’. Add MATH-180S as a Co-requisite option in lieu of prerequisite. Update MOEs.
Sharufa/ Nguyen	10	MATH-191 Analytic Geometry and Calculus II Non-Substantial: Content review. Add 18 lab hours per term. No change to units. Update MOIs, MOEs, Assignment examples, lab content, and textbooks.
Sharufa/ Nguyen	11	MATH-171 Precalculus Non-Substantial: Content review. Add 18 lab hours per term. No change to units. Delete prerequisites MATH-120/MATH-122. Add prerequisite MATH-121. Add prerequisite: “or placement by multiple measures”. Update MOIs and objectives. Add lab content.
Shah	12	RE-160 Real Estate Principles Non-Substantial: Content review. Update textbooks. <i>(Pending resubmission. This proposal was tabled on 2/23/23 for SLO edits.)</i>
Shah	14	RE-161 Legal Aspects of Real Estate Non-Substantial: Content review. Update textbooks. <i>(Pending resubmission. This proposal was tabled on 2/23/23 for SLO edits.)</i>
Shah	13	BUS-125 Report Writing Non-Substantial: Content review. Update MOIs, textbooks, and out of class assignment hours and examples. Change grading option to Student Choice (from LTR). <i>(Pending resubmission. This proposal was tabled on 2/23/23 for several edits.)</i>
3:50-3:55	D	DISCUSSION ITEMS
		Brown Act update. Return to in-person meetings. <i>(Tabled on 2/13 due to lack of time)</i>
3:55-4:00	E	PRESENTATIONS FROM THE PUBLIC
4:00	F	ADJOURNMENT – next meeting will be March 13, 2023

NON-CONSENT AGENDA ITEMS MUST HAVE REPRESENTATION OR NO ACTION WILL BE TAKEN

