

**COLLEGE INSTRUCTION COMMITTEE**

Applied Arts Building AA-216 2:15 p.m.

Monday, August 28, 2006

**CONTRA COSTA COLLEGE**

2600 Mission Bell Drive

San Pablo, California 94806

**DRAFT MINUTES****MEETING CALLED TO ORDER:** The meeting was called to order at 2:15 p.m.**CHAIR:** James Duvall**MEMBERS PRESENT:** Rick Ramos, (LAVA), Leverett Smith (NSAS), Joy EichnerLynch, Kenyetta Tribble (CLASS), Kerry Farber (Classified Senate), Matika Moore (ASU)**RESOURCE TEAM:** Donna Floyd (Senior Dean of Instruction)**GUESTS:** Michael Lefebvre, Terence Elliott**CONSENT ACTION ITEMS****APPROVAL OF AGENDA** The agenda of August 28 was approved.**APPROVAL OF MINUTES** The minutes of May 8 were approved.**ACTION ITEMS:****COURSE TO DISCIPLINE CHANGE**

PE 267 Cardio-Kickboxing

**DISCIPLINE ADDED:** Coaching**ACTION:** Approved

PE 100K Boot Camp Fitness

**DISCIPLINE ADDED:** Coaching**ACTION:** Approved**DISTANCE EDUCATION PROPOSALS**

ANTHR 140 Physical Anthropology

**ACTION:** Approved**UNFINISHED BUSINESS****Accreditation** – Standard Two, Section A, Instructional Program, area assignments are due by December 2006.

Saul, Leverett and Rick have completed their assignments. Jim will do the section Robert was assigned.

**GENERAL AGENDA ITEMS FOR INFORMATION/DISCUSSION****Repeatability Limit Issue** – There are a number of current courses that are not in state compliance in regards to repeatability. Courses may only be repeated if skills can be improved or to improve a “D” or “F” grade. If a number of courses cover the same topic but at different levels, the student can only take three of those classes altogether. Non-Credit courses are exempt. Jim and Donna will compose a memo to all the department chairs explaining “repeatability” and requesting each department to go over the list of repeated courses and send the list to the CIC.**CIC Meeting Calendar** The meeting of January 8 has been deleted since it falls during Winter Break. The deadline to have courses in the Summer/Fall 07 schedule and 2007-08 catalog has been moved back from December 11 to November 27 because December 11 is during Finals Week.**CIC ANNOUNCEMENTS and OPEN DISCUSSION****IGETC Forms** – Jim brought up an issue about the pink IGETC forms given to students during orientation. He says there are mistakes on the form. Kenyetta said that the information comes from ASSIST. CIC suggests copying it straight from the catalog along with the 3<sup>rd</sup> and 4<sup>th</sup> pages of the form as is now. Kenyetta will check it against ASSIST and report back.**Declaration of Major forms** – Kenyetta would like to know who updates the forms.**PRESENTATIONS FROM THE PUBLIC****NEXT MEETING** - September 11 will be the next CIC meeting.**ADJOURNMENT** The meeting was adjourned at 3:45 p.m.Respectfully submitted,  
Lynette Kral