

**College Instruction Committee Minutes**  
**Contra Costa College**  
**2600 Mission Bell Drive, San Pablo, California 94806**

**Monday, November 23, 2015**

**Location: AA216**

**Call To Order with Introduction of Guests**

The meeting was called to order at 2:27 p.m.

**Members in attendance were:** Gabriela Segade, Robert Webster, Irena Stefanova, Mark Wong, Norma Valdez-Jimenez, and Katie Krolkowski.

**Resource Team:** Donna Floyd and Karen Ruskowski.

**Members absent:** Paul DeBolt, Rudy Zeller, and Andrew Kuo/Peter Lock.

**Guests in attendance were:** Jason Berner and Joe DeTorres. Rick Ramos called in.

**CONSENT AGENDA ACTION ITEMS**

**November 23 Agenda**

**October 26 Minutes**

**POLSC 125**

**Non-substantial Change:** Minor changes to content and objectives to meet C-ID requirements

**ESL 108**

**Non-substantial Change:** Additions to content and objectives to meet Title 5 requirements for orientation and educational planning

**ACTION:** Tabled

**ACTION:** Bob motioned to approve the consent agenda items with ESL 108 tabled; Irena seconded; Gabriela, Mark, Irena, and Robert were all in favor; no abstentions. Norma and Katie arrived after this motion was approved.

**NON-CONSENT AGENDA ACTION ITEMS**

**ECHD 840N Parent Education**

**Substantial Change:** New course

**ACTION:** Bob motioned to approve; Irena seconded; Gabriela, Mark, Irena, and Robert were all in favor; Norma abstained because she arrived late. Katie arrived after this motion was approved.

**RE 168 – Real Estate/Property Management**

**Non-substantial Change:** Reactivation; change to title (Property Management), course description, objectives, outcomes, and assignments

**ACTION:** Bob motioned to approve; Irena seconded; Gabriela, Mark, Irena, and Robert were all in favor; Norma abstained because she arrived late. Katie arrived after this motion was approved.

**ADJUS 223 – Community Relations & Cultural Issues**

**Non-substantial Change:** Changes to title (Community and the Justice System), content, textbook, and outcomes to meet C-ID guidelines; removal of Speech 120 advisory.

**ACTION:** Katie motioned to approve; Norma seconded; Gabriela, Mark, Irena, Katie, Norma, and Robert were all in favor; no abstentions.

**Drama 220 – Theater Practice**

**Non-substantial Change:** Course to Discipline (add Stagecraft), course description to include that the course can be taken up to a maximum of 4 units, SLO.

**ACTION:** Katie motioned to approve; Norma seconded; Gabriela, Mark, Irena, Katie, Norma, and Robert were all in favor; no abstentions.

**Discussion Items**

**Update on curriculum proposal handbook (Gabriela Segade)** Gabriela will ask James Eyestone to upload the curriculum approval guide document to the CIC website.

**Trainings needed (DIC, CIC, faculty, administrators)** Tabled

**Presentations from the public**

There were no presentations from the public or CIC announcements.

**Adjournment**

The meeting adjourned at 4:00p.m. The next meeting will be January 25, 2016 in AA 216.

Respectfully submitted by,  
Lynette Kral  
Academic Senate Office