

Contra Costa College
Curriculum Instruction Committee
Minutes of Monday, September 11, 2023

ONLINE MEETING (835-524-2819) CALLED TO ORDER at 2:15 with Introduction of Guests

CIC Chair: Leslie Alexander

Division Representatives

- **SES:** Najia Azizi (Articulation Officer)
- **LA:** Jennifer Griest, Anthony Gordon
- **AACE:** Brianne Ayala, Jack Wheeler
- **NSAS:** Jennifer Ounjian

Non-Voting Members

- **SLO Coordinator:** Michael Kilivris
- **Director of Admissions and Records:** Cole Moyer
- **Dean of Enrollment Services:** Rodolfo Santos
- **Sr. Dean of Instruction:** Jason Berner (acting)
- **Curriculum Specialist:** Karen Ruskowski

Members not in attendance: Cole Moyer and Rodolfo Santos were not in attendance.

Guests in attendance: There were no guests in attendance.

CONSENT AGENDA ACTION ITEMS

Agenda: September 11, 2023

Action: Approved

Motioned: Anthony

Seconded: Jenn G

All in Favor: No abstentions

Minutes: August 28, 2023

Action: Approved

Motioned: Jenn G

Seconded: Anthony

All in Favor: Brianne abstains.

NON-CONSENT AGENDA ACTION ITEMS

RE-160 Real Estate Principles

Non-Substantial: Content review. Update MOIs, MOEs, textbooks, and SLOs. *(This proposal was re-tabled on 3/13/23 for further edits.)*

Action: *Tabled for lack of representation.*

RE-161 Legal Aspects of Real Estate

Non-Substantial: Content review. Update MOIs, MOEs, textbooks, and SLOs. *(This proposal was re-tabled on 3/13/23 for further edits.)*

Action: *Tabled for lack of representation.*

RE-164 Real Estate Finance

Non-Substantial: Content review. Update MOIs, textbooks, and SLOs. *(This proposal was tabled on 3/13/23 for further edits by the department.)*

Action: *Tabled for lack of representation.*

RE-168 Property Management

Non-Substantial: Content review. Update MOIs, textbooks, and SLOs. *(This proposal was tabled on 3/13/23 for further edits by the department.)*

Action: *Tabled for lack of representation.*

BUS-294 Business Law

Non-Substantial: Content review. Update MOIs and textbook.

Action: *Tabled for lack of representation.*

ECON-220 Introduction to Macroeconomic Principle

Non-substantial: Content review. Update MOIs, MOEs, and textbook.

Action: *Tabled for lack of representation.*

ECON-221 Introduction to Microeconomic Principle

Non-substantial: Content review. Update MOIs, MOEs, and textbook.

Action: *Tabled for lack of representation.*

BUS-187 Principles of Accounting II

Non-Substantial: Content review. Update out of class assignments and hours, and textbook.

Action: *Tabled for lack of representation.*

DISCUSSION ITEMS

Leslie shared the upcoming changes to work experience education courses (099s and COOP 160 and 170). The work experience courses will need to change their course descriptions and the unit calculations. Now, 54 hours of work is equal to 1 unit of credit, regardless of the work being paid or unpaid. These revisions will fall under the CIC emergency guidelines and require expedited processing, since it is a state mandate that requires compliance by February 2024. The emergency guidelines and the work experience changes were shared with faculty at the previous Council of Chairs meeting.

Leslie confirmed committee membership and discussed the need for additional representatives from NSAS and SES. Leslie will ask Gabriela to send out a call to faculty.

PRESENTATIONS FROM THE PUBLIC

Najia announced that Speech courses will likely need to come through CIC under the emergency guidelines to align with the CalGETC standards that were recently released.

ADJOURNMENT

The meeting adjourned at 2:45 p.m. The next meeting is scheduled for September 25, 2023 in GE 305.