

Contra Costa College
Curriculum Instruction Committee

Minutes of Monday, May 13, 2024

2:15pm – 4:00pm

Location: GE-305

Zoom: <https://4cd.zoom.us/j/8355242819>

Meeting ID: 835 524 2819

MEETING CALLED TO ORDER at 2:19pm

CIC Chair: Leslie Alexander

Division Representatives

- **SES:** Najia Azizi (Articulation Officer)
- **LA:** Jennifer Griest, Anthony Gordon
- **AACE:** Brianne Ayala, Jack Wheeler, (Jacki Wright, alternate)
- **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: Jack Wheeler, Jacki Wright, Jennifer Ounjian, Michael Kilivris, Cole Moyer, Rodolfo Santos

Guests in attendance: Bashir Shah, Elisabeth Schwartz, Chao Liu, Dominick Christiana

CONSENT AGENDA ACTION ITEMS

Agenda: May 13, 2024

Action: Approved

Motioned: Brianne Ayala

Seconded: Jennifer Griest

All in Favor: No abstentions

Minutes: April 22, 2024

Action: Approved

Motioned: Anthony Gordon

Seconded: Jennifer Griest

All in Favor: No abstentions

NON-CONSENT AGENDA ACTION ITEMS

Emergency Status Request

Course: SOCIO-250

Emergency Reason: Articulation/Enrollment

Action: The committee voted to approve the request for an expedited proposal on this agenda and to move SOCIO-250 to item #2.

Motioned: Jennifer Griest

Seconded: Brianne Ayala

All in Favor: No abstentions

SOCIO-250 Critical Thinking About Social and Cultural Issues

Revision: Content review. Update title and description. Add prerequisite ENGL-001A or 001AX. Update MOIs, MOEs, out of class assignments, textbooks, objectives, SLOs, and lecture content. Request new articulation – critical thinking 1B/A3.

Action: Approved

Motioned: Najia Azizi

Seconded: Anthony Gordon

All in Favor: No abstentions

PHYS-120H General College Physics I (Honors)

Revision: Content review. Change PHYS-101 to Advisory (from prerequisite). Remove %s from MOEs. Update textbooks, objectives, and SLOs.

Action: Approved

Motioned: Najia Azizi

Seconded: Brianne Ayala

All in Favor: No abstentions

PHYS-121 General College Physics II

Revision: Content review. Change SAM code to Non-Occupational (from Possibly). Add detail to MOIs/MOEs. Update textbooks, objectives, and lecture content. Add SLO%s and update SLOs.

Action: Approved

Motioned: Jennifer Griest

Seconded: Anthony Gordon

All in Favor: No abstentions

CULIN-130 Introduction to Commercial Baking

Revision: Content review. Change CULIN-120 to prerequisite (from advisory), and class max to 21 (from 26). Add SLO%s.

Action: Approved

Motioned: Anthony Gordon

Seconded: Jennifer Griest

All in Favor: No abstentions

CULIN-131 Introduction to Pastry Product Preparation

Revision: Content review. Change CULIN-120 to prerequisite (from advisory), and class max to 21 (from 26). Update SLOs.

Action: Approved

Motioned: Brianne Ayala

Seconded: Anthony Gordon

All in Favor: No abstentions

Culinary Arts: Restaurant Management – Certificate of Accomplishment

Revision: Update program description. Remove CULIN-099 and CULIN-095 as required courses. Reduce overall units to 15 units (from 17).

Action: Tabled for updates to program description and to investigate the impact of certificate unit reduction on financial aid.

RE-160 Real Estate Principles

Revision: Content review. Update MOIs, MOEs, textbooks, and SLOs.

Action: Approved, with updates to objectives.

Motioned: Anthony Gordon

Seconded: Brianne Ayala

All in Favor: No abstentions

RE-161 Legal Aspects of Real Estate

Revision: Content review. Update MOIs, MOEs, textbooks, and SLOs. Change grading option to Student Choice (from letter grade).

Action: Approved, with updates to objectives.

Motioned: Brianne Ayala

Seconded: Jennifer Griest

All in Favor: No abstentions

RE-164 Real Estate Finance

Revision: Content review. Update MOIs MOEs, textbooks, and SLOs.

Action: Tabled due to lack of time.

RE-168 Property Management

Revision: Content review. Update MOIs MOEs, textbooks, and SLOs. Change grading option to Student Choice (from letter grade).

Action: Tabled due to lack of time.

MEDIC-235 Pharmacology and Dosage Calculations for the Medical Assistant

Revision: Content review. Replace MATH-115 Advisory with statement “Highly recommended, algebra or higher math skills.” Update textbooks. Add SLO%s.

(This course was tabled on 4/22/24 due to non-representation.)

Action: Tabled due to lack of time

MEDIC-238 Introduction to Medical Coding

Revision: Content review. Add prerequisite MEDIC-200 as an alternative to BIOSC-132. Update MOEs and textbooks. Add %s to SLOs.

(This course was tabled on 4/22/24 due to non-representation.)

Action: Tabled due to lack of time

DISCUSSION ITEMS

There were no discussion items.

PRESENTATIONS FROM THE PUBLIC

There were no presentations from the public.

ADJOURNMENT

The meeting adjourned at 4:06pm. The next meeting is scheduled for August 26, 2024

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