

Contra Costa College
Curriculum Instruction Committee

Minutes of Monday, August 26, 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 2:22pm

CIC Chair: Leslie Alexander

Division Representatives

- **SES:** Najia Azizi (Articulation Officer)
- **LA:** Jennifer Griest
- **AACE:** Brianne Ayala, Jack Wheeler, (Jacki Wright, alternate)
- **NSAS:** Nzingha Dugas

Non-Voting Members

- **SLO Coordinator:** Michael Kilivris
- **Director of Admissions and Records:** Cole Moyer
- **Dean of Enrollment Services:** Rodolfo Santos
- **Vice President of Equity and Instruction:** Jason Berner
- **Curriculum Specialist:** Karen Ruskowski

Members not in attendance: Jacki Wright

Guests in attendance: Bashir Shah, Jennifer Ounjian, Jessica Le, Katie Krolikowski, Lucile Beatty, René Sporer, Elisabeth Schwartz, Siavash Karimzadegan, Devon O'Rourke

CONSENT AGENDA ACTION ITEMS

Agenda: August 26, 2024

Action: Approved

Motioned: Jennifer Griest

Seconded: Brianne Ayala

All in Favor: No abstentions

Minutes: April 22, 2024

Action: Approved

Motioned: Najia Azizi

Seconded: Brianne Ayala

All in Favor: Nzingha Dugas abstains

MATH-171 Precalculus

Update: (C-ID: MATH 955) was the descriptor that was originally requested for this course, but the course was not eligible. The course was submitted for (C-ID: MATH 155) and was approved, effective Fall 2023.

MATH-190S Support for MATH-190 Success

Distance Education: New request for both fully online and hybrid.

Kinesiology – Associate in Arts Degree for Transfer (A.A-T)

Correction: This degree was returned by the State for several updates. Removing PEIC-290 and PE-250 from degree options, as neither of these courses have articulation agreements (AAMs). Also taking this opportunity to update the TMC and double count units to align with new CalGETC standards.

ART-108 Survey of African Art

Correction: TOP code originally assigned to this course is for programs only. Changing to 1001.00 (from 4903.10). This is a fairly new course that hasn't yet been offered.

NON-CONSENT AGENDA ACTION ITEMS

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).

(This program was tabled on 5/13/24 to discuss possible impact of units on financial aid. Further research showed that this program was never eligible for financial aid.)

Action: Approved

Motioned: Brianne Ayala

Seconded: Jennifer Griest

All in Favor: Nzingha Dugas abstains

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 SLOs.

(This course was tabled on 5/13/24 due to lack of time.)

Action: Approved

Motioned: Najia Azizi

Seconded: Jennifer Griest

All in Favor: Nzingha Dugas abstains

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 5/13/24 due to lack of time.)

Action: Approved

Motioned: Jennifer Griest

Seconded: Brianne Ayala

All in Favor: Nzingha Dugas abstains

PSYCH-170 Social Psychology

Revision: Content review. Change grading option to Student Choice (from LTR). Update MOIs, MOEs, out of class assignments, textbooks, objectives, outcomes, and lecture content.

Action: Approved

Motioned: Najia Azizi

Seconded: Jennifer Griest

All in Favor: Nzingha Dugas abstains

Biotechnology - A.S. Degree

Revision: Update titles of BIOSC courses in the degree to reflect previous title changes. Map course SLOs to PSLOs.

Action: Approved

Motioned: Najia Azizi

Seconded: Brianne Ayala

All in Favor: Nzingha Dugas abstains

Biological Manufacturing Technician – Noncredit Certificate of Completion

New Certificate: 180-378 noncredit hours. CDCP eligibility: Short term vocational. TOP Code: 0430.00

Action: Approved

Motioned: Brianne Ayala

Seconded: Jennifer Griest

All in Favor: Nzingha Dugas abstains

RE-164 Real Estate Finance

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

(This course was tabled on 5/13/24 due to lack of time.)

Action: Approved

Motioned: Jennifer Griest

Seconded: Brianne Ayala

All in Favor: Nzingha Dugas abstains

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.

BUS-294 Business Law

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

Action: Tabled due to lack of time

ECON-220 Introduction to Macroeconomic Principle

Revision: Content review. Remove prerequisite MATH-120. Update course description, MOIs, MOEs, textbooks, objectives lecture content and SLOs. Change grading option to Student Choice (from letter grade).

Action: Tabled due to lack of time

DISCUSSION ITEMS

CIC member processes: Leslie will be sending voting CIC members lists of a few courses to review prior to CIC meetings. These will mainly include courses that have not gone through tech review.

PRESENTATIONS FROM THE PUBLIC

There were two questions from the public: Lucile Beatty asked for an update about the process of incorporating Credit for Prior Learning into the Automotive programs. Katie Krolikowski asked about the possibility of students earning credit certificates after completing mirrored noncredit certificates. Leslie will look into both.

ADJOURNMENT

The meeting adjourned at 4:00pm. The next meeting is scheduled for September 9, 2024

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