

**Contra Costa College**  
**Curriculum Instruction Committee**  
**Minutes of Monday, March 10, 2025**  
**2:15pm – 4:00pm**

Location: GE-305

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

Meeting ID: 835 524 2819

**MEETING CALLED TO ORDER at 2:23pm**

**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, Deborah Dixon

**Non-Voting Members**

- **SLO Coordinator:** Michael Kilivris (*as needed*)
- **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, Michael Kilivris, Cole Moyer, Rodolfo Santos

**Guests in attendance:** Randy Carver, Jessica Le, Perry Aliado, Terrill Mead, John Sanford

**CONSENT AGENDA ACTION ITEMS**

**Agenda:** March 10, 2025

**Action:** Approved

**Motioned:** Jennifer Griest

**Seconded:** Brianne Ayala

**All in Favor:** Nzingha Dugas abstains

**Minutes:** February 24, 2025

**Action:** Approved

**Motioned:** Deborah Dixon

**Seconded:** Jack Wheeler

**All in Favor:** No abstentions

**Journalism – A.A. Degree**

**Revision:** Remove MEDIA-298 from list of optional courses.

*(Note: Revisions for this program were approved by CIC last month but this course should have been removed at that time.)*

**MEDIC-114 Introduction to Health Professions**

**Revision:** Content review. No changes.

**NON-CONSENT AGENDA ACTION ITEMS**

**Communications Studies 2.0 – Associate in Arts Degree for Transfer (A.A.-T)**

**New Degree:** 18 units. Primary goal: Transfer. TOP Code: 1506.00

*(Note: Once approved and published, this degree will replace the existing Communications Transfer degree, which will only be available to continuing students with catalog rights.)*

**Action:** Approved. Typo on agenda: Degree title should be “Communication Studies 2.0.”

**Motioned:** Brianne Ayala

**Seconded:** Jennifer Griest

**All in Favor:** No abstentions

**MATH-191S Support for MATH-191 Success**

**New Course:** 1 unit. 54 hours laboratory. Requesting Distance Education: Both hybrid and fully online.

**Action:** Approved, with added corequisite MATH-191 and made ‘degree applicable.’

**Motioned:** Jennifer Griest

**Seconded:** Deborah Dixon

**All in Favor:** No abstentions

**MEDIC-237 Health Insurance**

**Revision:** Content review. Update textbooks and SLOs. Add MOE details.

**Action:** Approved

**Motioned:** Jennifer Griest

**Seconded:** Brianne Ayala

**All in Favor:** No abstentions

**MEDIC-150 Medical Terminology**

**Revision:** Content review. Update textbooks and MOEs. Add advisory ENGL-C1000E as an option to ENGL-C1000.

**Action:** Approved

**Motioned:** Brianne Ayala

**Seconded:** Deborah Dixon

**All in Favor:** No abstentions

**MEDIC-236 Human Disease Conditions**

**Revision:** Content review. Update textbooks. Add MOE details and SLOs.

**Action:** Approved

**Motioned:** Brianne Ayala

**Seconded:** Deborah Dixon

**All in Favor:** No abstentions

**MEDIC-200 Anatomy and Physiology for Medical Assisting**

**Revision:** Content review. Update MOEs, textbooks, objectives, and SLOs.

**Action:** Approved

**Motioned:** Jennifer Griest

**Seconded:** Jack Wheeler

**All in Favor:** No abstentions

**MEDIC-210 Medical Law and Ethics**

**Revision:** Content review. Update textbook.

**Action:** Approved, with minor correction to typo in objectives

**Motioned:** Deborah Dixon

**Seconded:** Jack Wheeler

**All in Favor:** No abstentions

**MEDIC-205 Administrative Medical Assisting**

**Revision:** Content review. Update MOEs, textbooks, objectives, and SLOs.

**Action:** Approved

**Motioned:** Jennifer Griest

**Seconded:** Deborah Dixon

**All in Favor:** No abstentions

**MATH-164 Support for STAT-C1000 Success**

**Revision:** Content review. Update prefix/course number (from MATH-164) and course title (from Support for MATH-164 Success). Change MATH-164 references to STAT-C1000 in description, corequisite, and MOEs. Update textbooks. Add SLOs. Class max 35. *(This proposal was tabled on 2/24/25 due to lack of representation.)*

**Action:** Approved. Agenda correction: Course prefix/number is MATH-164S, and there was no update to the prefix/number.

**Motioned:** Brianne Ayala

**Seconded:** Deborah Dixon

**All in Favor:** No abstentions

#### **ADJUS-222 Basic Investigations**

**Revision:** Content review. Update description, out of class assignment examples, textbooks, and SLOs. Add MOI & MOE details.

*(This proposal was tabled on 2/10 and 2/24/25 due to lack of representation.)*

**Action:** Approved

**Motioned:** Deborah Dixon

**Seconded:** Jennifer Griest

**All in Favor:** No abstentions

#### **ADJUS-121 Concepts of Criminal Law**

**Revision:** Content review. Update description, MOEs, MOIs, out of class assignment examples, textbooks, lecture content, and SLOs. Add prerequisite ADJUS-120 and advisory ENGL-C1000 or C1000E.

*(This proposal was tabled on 2/10 and 2/24/25 due to lack of representation.)*

**Action:** Approved

**Motioned:** Brianne Ayala

**Seconded:** Jack Wheeler

**All in Favor:** No abstentions

#### **DISCUSSION ITEMS**

There were no discussion items.

#### **PRESENTATIONS FROM THE PUBLIC**

There were no presentations from the public.

#### **ADJOURNMENT**

The meeting adjourned at 3:55pm. The next meeting is scheduled for April 14, 2025

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