

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

**COLLEGE INSTRUCTION COMMITTEE**  
Applied Arts Building AA-216 2:15 p.m.  
Monday, October 24, 2005  
**MINUTES**

**MEETING CALLED TO ORDER:** The meeting was called to order at 2:15 p.m.

**CHAIR:** Robert Chan

**MEMBERS PRESENT:** Leverett Smith (NSAS), Kenyetta Tribble (CLASS)

**GUESTS:** Intisar Shareef (ECHD)

**ABSENT:** Rick Ramos, Saul Jones (LAVA), Wayne Organ, Joy Lynch, Kerry Farber (Classified Senate), Angelina Faggett (ASU)

**INTRODUCTION OF VISITORS**

**CONSENT ACTION ITEMS**

**APPROVAL OF AGENDA** The agenda was approved.

**APPROVALS OF MINUTES** The minutes of October 10, 2005 were approved.

**ACTION ITEMS:**

**COURSE REVISION PROPOSALS**

ECHD 262 Violence Intervention and Counseling

**CHANGE:** Hours/Units/Course Description

**ACTION:** Conditionally Approved

**CONDITIONS:** Add Final Exam to syllabus and schedule.

**REQUEST FOR CHANGE TO COURSE TO DISCIPLINE LIST**

HHS 106, 108, 112, 115, 116, 118, 219, 220, 221, 222, 223, 224, 225, 226, 227, 230

**ADDITIONAL DISCIPLINES :** Counseling/Psychology

**ACTION:** Tabled for lack of information and guidelines.

**CONDITIONS:** Reasonable and thorough rationale by HHS, written approval by the Counseling and Psychology Department Chairs, Dean and DIC signature. Department Chair requesting change must attend CIC meeting.

**GENERAL AGENDA ITEMS FOR INFORMATION/DISCUSSION**

**Relationship Between DIC and CIC** This item was tabled.

**Reordering of Action Items by Department and Amount of Items** It was motioned and approved to list proposals on the agenda by quantity and department. Single items will be listed first on the agenda. When there is more than one item proposed by a department, they will be listed together.

**Implementation Date for Requiring Faculty to list SLO on Course Outline** This item was tabled.

**CIC Course Proposal Audit Forms** The audit form is required to be attached to the proposal packet when reviewed by the DIC. The DIC is required to mark all areas that need corrections and return it to the faculty originator. The faculty originator makes the corrections and returns it to the DIC Chair for signature approval before forwarding it to the CIC screening committee. This item will be returned to the next agenda.

**CIC ANNOUNCEMENTS AND OPEN DISCUSSION** Clarification was asked as to which CIC members were actually voting members.

**PRESENTATIONS FROM THE PUBLIC** There were no announcements.

**NEXT MEETING** - November 14, 2005

**ADJOURNMENT** The meeting was adjourned at 4:30 p.m.