

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

**Monday, October 27, 2014**

**Location: AA-216**

**Call To Order with Introduction of Guests**

The meeting was called to order at 2:15.

**Members in attendance were:** Gabriela Segade, Elisabeth Schwarz, Katie Krolkowski, Vern Cromartie, Robbie Kunkel, Robert Webster and Norma Valdez-Jimenez

**Members absent:** Andrew Kuo

**Resource Team in attendance were:** Tammeil Gilkerson, Lori Rohleder

**Guests in attendance were:** Sandra Moore, Intisar Shareef, Aminta Mickles, Sandra Everhart, Terrill Mead, Ed Cruz, Rick Ramos, and Mary Thompson.

**CONSENT AGENDA ACTION ITEMS**

**October 27 Agenda**

**October 13 Minutes**

**ECHD 226**

**Non-substantial Change:** Course deletion

**ADJUS 251 Distance Ed Supplement to Course Outline**

**ACTION:** Katie motioned to approve consent agenda items; Vern seconded; Elisabeth, Katie, Vern, Robbie, and Robert were all in favor. Abstained. Norma arrived after consent agenda action items were voted on.

**NON-CONSENT AGENDA ACTION ITEMS**

**ESL 195 Reading and Composition for Advanced ESL Students**

**Non-substantial Change:** Reactivation with removal of pre-requisites ESL 152 and ESL 172 and change to course description.

**ACTION:** Vern motioned to approve with the removal of the bullets points in the objectives and the addition of an updated text; Katie seconded; Andrew, Elisabeth, Katie, Vern, Robbie, and Robert were all in favor; Norma abstained since she had arrived late.

**HHS 099 Occupational Work Experience**

**Non-substantial Change:** New course not approved by State Chancellor Office: Change to TOP Code, course objectives

**ACTION:** Katie motioned to table because the HBA and SLO needs rewording, and the lecture content must be removed; Norma seconded; Elisabeth, Katie, Vern, Robbie, Robert, and Norma were all in favor; no abstentions

**PE 173A Beginning Zumba®**

**PE 173B Intermediate Zumba®**

**PE 173C Advanced Zumba®**

**ACTION:** Katie motioned to bundle and approve these new courses with the removal of “was developed as an” from all the course descriptions; Robert seconded; Elisabeth, Katie, Vern, Robbie, Robert, and Norma were all in favor; no abstentions

**MEDIC 226 Clinical Experience I**

**MEDIC 227 Clinical Experience II**

**Non-substantial Change:** Course description and hours changed from HBA to lab.

**ACTION:** Norma motioned to bundle and approve; Robert seconded; Elisabeth, Katie, Vern, Robbie, Robert, and Norma were all in favor; no abstentions

**MEDIC 232 Patient Navigator and Health Coach I**

**ACTION:** Katie motioned to approve this new course; Robert seconded; Elisabeth, Katie, Vern, Robbie, Robert, and Norma were all in favor; no abstentions

**ECHD Early Childhood Education ADT**

**New Program**

**ACTION:** Robert motioned to approve this new program with the correction of units of the TMC and narrative to 9 units that can be double-counted, 39 General Ed units, 4 elective units, 60 total units; Norma seconded; Elisabeth, Katie, Vern, Robbie, Robert, and Norma were all in favor; no abstentions

**ECHD 290**

**Content Review**

**ACTION:** Norma motioned to table with corrections made to outline to include titles of pre-requisites, and lab content is required; Robbie seconded; Elisabeth, Katie, Vern, Robbie, Robert, and Norma were all in favor; no abstentions. This will be returned as a consent agenda item.

**Curriculum Review Process**

The document “Process and Workflow for Curriculum Proposals” was discussed. Tammeil asked for “exceptions” to the

rule as far as getting a proposal moved up on the agenda, such as the meeting of the Governing Board deadline. Gabriela will send a copy of the list out to the members for their review.

**ADJUS 251** Terrorism & Mass Destruction Weaponry

**ACTION:** Robert motioned to approve with corrections to the title to being the character limit to under 39, assignments hours changed to 2,2,2, and SLO assessment to “At least 80% of students”, and correct wording of “on” to “of” in box 4A; Vern seconded; Elisabeth, Katie, Vern, Robbie, Robert, and Norma were all in favor; no abstentions

**ADJUS** Law Enforcement AS Major

**Non-substantial Change:** Included ADJUS 251 in major with no change in unit value.

**ACTION:** Vern motioned to approve with the correction of the title of ADJUS 251 on the form; Elisabeth seconded; Elisabeth, Katie, Vern, Robbie, Robert, and Norma were all in favor; no abstentions

**The following agenda items were tabled for lack of time:**

**ADJUS** Security Specialist Certificate of Achievement

**MATH 170** Finite Mathematics

**MATH 180** Applied Calculus

**MATH ADT/AS**

**MATH 100A/125** Algebra for Statistics

**DRAMA 125** Acting on Camera

**COUNS 108** Introduction to Educational Planning

**DISCUSSION ITEMS**

**Criteria for Including Courses in CCC GE Breadth, CSU GE Breadth, and IGETC Requirements - Tabled**

**OPEN DISCUSSION**

**Presentations from the Public/CIC Announcements** There were no presentations from the public or announcements.

**Adjournment** The meeting adjourned at 4:20 p.m. The next meeting will be November 24.

Respectfully submitted by

Lynette Kral

Academic Senate Office Assistant