

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

Monday, August 24, 2015

Location: AA216

Call To Order with Introduction of Guests

The meeting was called to order at 2:23.

Members in attendance were: Gabriela Segade, Andrew Kuo, Rudy Zeller, Norma Valdez-Jimenez, Robert Webster, Paul DeBolt, Irena Stefanova, and Katie Krolkowski.

Members absent: Vern Cromartie.

Resource Team in attendance were: Lori Rohleder, Donna Floyd, and Jane Harmon.

Guests in attendance were: Joe DeTorres.

CONSENT AGENDA ACTION ITEMS

August 24 Agenda

May 18 Minutes

ACTION: No action taken

NON-CONSENT AGENDA ACTION ITEMS

RE 160 Real Estate Principles

Content Review w/non-substantial change: course description, objectives, and content. CIC requested SLO wording to be changed from “acquire” to “demonstrate the skill set and knowledge”.

ACTION: Rudy motioned to approve; Andrew seconded; Andrew, Rudy, Robert, Paul, and Irena were all in favor; no abstentions. Norma and Katie arrived after this motion was approved.

DISCUSSION ITEMS

Review of CurricUNET workflow The checklist to improve conversation flow was reviewed and discussed. Bob said that units, pre/co-requisites, and content are substantial changes for articulation. Some of these type of changes are considered non-substantial when reported to the State, but can result in consequences in relation to the transfer degrees or our own local degrees. At this point, CurricUNET does not indicate when the change in units of a course affects another degree or certificate. While reviewing the checklist, it was noted that there is no CSU GE section available on CurricUNET.

NOTE: Since this meeting, Lori discovered that CurricUNET does include this feature.

Review of Attachments to CurricUNET Proposals The CIC agreed that the readability documentation is not required but that the text just be listed as appropriate for college-level. It was also determined that updates to SLO plans can be bundled and approved by the CIC as a consent action item after Gabriela and Robbie Kunkel, the new SLO Coordinator, have reviewed them.

CurricUNET Trainings Update No discussion took place.

OPEN DISCUSSION

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

Adjournment

ACTION: Katie motioned to adjourn at 4:05 p.m.; Rudy seconded; Andrew, Rudy, Norma, Robert, Paul, Irena, and Katie were all in favor; no abstentions. The next meeting will be September 14, 2015 in AA 216.

Respectfully submitted by,
Lynette Kral
Academic Senate Office