

**Contra Costa College**  
**College Instruction Committee**  
**Minutes of Monday, December 9, 2019**

**CALL TO ORDER with Introduction of Guests** The meeting was called to order at 2:15 in GE-305

**Members in attendance:**

**CIC Chair:** Mark Wong

**Division Rep SES:** Najia Azizi

**Division Rep LA:** Anthony Gordon

**Division Rep LAVA:** Lucile Beatty

**Division Reps NSAS:** Jennifer Ounjian, Leslie Alexander

**Members absent:** Laura Salas

**Resource Team in attendance:**

**Curriculum Specialist:** Karen Ruskowski

**Guests in attendance:** Jennifer Griest, Carlos Chavarria, Francis Reyes, Jeff Kamalian, Irena Stefanova

**CONSENT AGENDA ACTION ITEMS**

**Agenda:** December 9, 2019

**Minutes:** November 25, 2019

**Action:** Consent agenda action items approved

**Motioned:** Leslie

**Seconded:** Najia

**All in Favor:** Mark, Najia, Anthony, Lucile, Jennifer, Leslie

**Abstained:** None

**NON-CONSENT AGENDA ACTION ITEMS**

**SPAN-230 Spanish for Heritage Speakers I**

**Non-Substantial:** Update textbook and course outline to add cultural content to align with IGETC and C-ID requirements. Justification statement for older text added at CIC.

*(This proposal was tabled at the 11/25 meeting due to missing/lost information from CurricUNET.)*

**Action:** Approved

**Motioned:** Lucile

**Seconded:** Anthony

**All in Favor:** Mark, Najia, Anthony, Lucile, Jennifer, Leslie

**Abstained:** None

**SPAN-231 Spanish for Heritage Speakers II**

**Non-Substantial:** Update textbook and course outline to add cultural content to align with IGETC and C-ID requirements.

*(This proposal was tabled at the 11/25 meeting due to missing/lost information from CurricUNET.)*

**Action:** Approved

**Motioned:** Lucile

**Seconded:** Leslie

**All in Favor:** Mark, Najia, Anthony, Lucile, Jennifer, Leslie

**Abstained:** None

**MUSIC-275 Vocal Jazz Improvisation Ensemble**

**New Course:** Degree Applicable. 2.5 units, 36 hours lecture, 18 hours laboratory, 18 hours lab by arrangement. Discipline: Music. Requesting CSU/UC transfer. Add to Ensemble Family.

**Action:** Approved

**Motioned:** Leslie

**Seconded:** Lucile

**All in Favor:** Mark, Najia, Anthony, Lucile, Jennifer, Leslie

**Abstained:** None

**Intermediate ESL - Certificate of Achievement**

<p><b>New Certificate:</b> 17 units. Topcode 493087. Due to new State requirements, certificates of 16+ units must now be submitted to the State as Certificates of Achievement. <i>(This was previously a local Certificate of Accomplishment that was not approved by the state.)</i></p> <p><b>Action:</b> Approved</p> <p><b>Motioned:</b> Jennifer</p> <p><b>Seconded:</b> Anthony</p> <p><b>All in Favor:</b> Mark, Najia, Anthony, Lucile, Jennifer, Leslie</p> <p><b>Abstained:</b> None</p>
<p><b>High-Intermediate ESL – Certificate of Achievement</b></p> <p><b>New Certificate:</b> 17 units. Topcode 493087. Due to new State requirements, certificates of 16+ units must now be submitted to the State as Certificates of Achievement. <i>(This was previously a local Certificate of Accomplishment that was not approved by the state.)</i></p> <p><b>Action:</b> Approved</p> <p><b>Motioned:</b> Leslie</p> <p><b>Seconded:</b> Najia</p> <p><b>All in Favor:</b> Mark, Najia, Anthony, Lucile, Jennifer, Leslie</p> <p><b>Abstained:</b> None</p>
<p><b>Advanced ESL – Certificate of Achievement</b></p> <p><b>New Certificate:</b> 17 units. Topcode 493087. Due to new State requirements, certificates of 16+ units must now be submitted to the State as Certificates of Achievement. <i>(This was previously a local Certificate of Accomplishment that was not approved by the state.)</i></p> <p><b>Action:</b> Approved</p> <p><b>Motioned:</b> Lucile</p> <p><b>Seconded:</b> Anthony</p> <p><b>All in Favor:</b> Mark, Najia, Anthony, Lucile, Jennifer, Leslie</p> <p><b>Abstained:</b> None</p>
<p><b>High-Beginning ESL – Certificate of Achievement</b></p> <p><b>New Certificate:</b> 17 units. Topcode 493087. Due to new State requirements, certificates of 16+ units must now be submitted to the State as Certificates of Achievement. <i>(This was previously a local Certificate of Accomplishment that was not approved by the state.)</i></p> <p><b>Action:</b> Approved</p> <p><b>Motioned:</b> Leslie</p> <p><b>Seconded:</b> Lucile</p> <p><b>All in Favor:</b> Mark, Najia, Anthony, Lucile, Jennifer, Leslie</p> <p><b>Abstained:</b> None</p>
<p><b>CCT-155 Systems and Network Administration</b></p> <p><b>New Course:</b> Degree Applicable. 3 units, 36 hours lecture, 54 hours laboratory. Request C-ID.</p> <p><b>Action:</b> Approved</p> <p><b>Motioned:</b> Lucile</p> <p><b>Seconded:</b> Anthony</p> <p><b>All in Favor:</b> Mark, Najia, Anthony, Lucile, Jennifer, Leslie</p> <p><b>Abstained:</b> None</p>
<p><b>CCT-160 Introduction to Information Systems Security</b></p> <p><b>New Course:</b> Degree Applicable. 3 units, 36 hours lecture, 54 hours laboratory. TOP Code changed at CIC. Request C-ID.</p> <p><b>Action:</b> Approved</p> <p><b>Motioned:</b> Lucile</p> <p><b>Seconded:</b> Leslie</p> <p><b>All in Favor:</b> Mark, Najia, Anthony, Lucile, Jennifer, Leslie</p> <p><b>Abstained:</b> None</p>
<p><b>ESL-135A Pronunciation A</b></p> <p><b>ESL-135B Pronunciation B</b></p> <p><b>ESL Pronunciation – Certificate of Accomplishment</b></p>

<b>Action:</b> Tabled
<b>DRAMA-220 Theatre Practice</b> <b>Non-Substantial:</b> Content Review: Update course to satisfy conditional C-ID approval. Description, objectives, Adding SLO info, change grading to LG. Add lab content and audition prerequisite. <b>Action:</b> Approved <b>Motioned:</b> Lucile <b>Seconded:</b> Jennifer <b>All in Favor:</b> Mark, Najia, Anthony, Lucile, Jennifer, Leslie <b>Abstained:</b> None
<b>AUSER-180T T-TEN Toyota Portfolio I (TPORT I)</b> <b>AUSER-181T T-TEN Automotive Basics &amp; Maintenance</b> <b>AUSER-182T T-TEN Automotive Electrical I</b> <b>AUSER-183T T-TEN Automotive Electrical II &amp; Electronic Systems</b> <b>Action:</b> Tabled
<b>DISCUSSION ITEMS</b>
<b>Managing the CIC proposal queue (ongoing)</b> There was no discussion.
<b>PRESENTATIONS FROM THE PUBLIC</b>
There were no presentations from the public.
<b>ADJOURNMENT</b>
The meeting adjourned at 4:00 p.m. The next meeting will be January 27 in TBD.

Respectfully submitted by,  
Lynette Kral  
Academic Senate Office