

San Diego Community College District Curriculum and Instructional Council

APPROVED

Meeting of May 14, 2009
2:00 PM—District Office, Room 110

PRESENT:

Andersen, Libby	Articulation Officer—City College
Armstrong, Elizabeth	Interim Vice President, Instruction—Miramar College
Benard, Mary	Vice President, Instruction—City College
Bergland, Yvonne	Dean, Instructional—Mesa College
Craft, William	Acting Vice President, Instruction—Mesa College
Ellison, Brian	Vice President, Instruction & Student Services—Continuing Education
Flor, Shirley	Curriculum Chair—Mesa College
Hess, Shelly	Dean, Curriculum & Instructional Services—District Office
Lombardi, Jan	Curriculum Chair—City College
Murphy, Carol	Curriculum Chair—Miramar College
Neault, Lynn	Vice Chancellor, Student Services—District Office (<i>Ex Officio</i>)
Parker, Juliette	Articulation Officer—Mesa College
Short, Duane	Academic Senate Representative, Articulation Officer—Miramar College
Weaver, Roma	Curriculum Chair—Continuing Education

ABSENT:

Lee, Otto	Vice Chancellor, Instructional Services and Planning— District Office
Matthew, Esther	Academic Senate Representative —Continuing Education

STAFF:

Ficken-Davis, Amanda	Senior Secretary, Curriculum & Instructional Services—District Office
Van Houten, Laurie	Curriculum Analyst, Curriculum & Instructional Services—District Office

GUESTS:

Elizabeth Castaneda	Curriculum Coordinator— Mesa College, Curriculum Support—City College
Stephen Ford	Associate Dean, Apprenticeship
Daniel Igou	Faculty/Curriculum Committee Member—Miramar College
Karen Owen	CBTE Faculty Member— Mesa College
Erica Plourde	Administrative Technician, Curriculum & Instructional Services— District Office

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Shelly Hess called the meeting to order at 2:07 p.m.

I. MINUTES AND AGENDA

A. Approval of: March 26, 2009 Minutes

The minutes were approved.

M/S/P (Short/Bergland)

8 for, 0 against, 1 abstained

B. Approval of: May 14, 2009 Agenda

Added to the Agenda:

Anthropology 205, Introduction to Medical Anthropology

Art—Fine Art 191, Cultural Influences on Photography

Dance 150, Dance Making: Ballet

Dance 151, Dance Making: Jazz

Dance 152, Dance Making: Modern

Dance 153, Dance Making: Dance Theater

Plumbing 170A, Advanced Plumbing I

Plumbing 170B, Advanced Plumbing II

Plumbing 175A, Plumbing Construction Specialties

Plumbing 175B, Plumbing Code

Plumbing 325, Advanced Plumbing I

Plumbing 330, Advanced Plumbing II

Plumbing 335, Plumbing Construction Specialties

Plumbing 340, Plumbing Code

Selected Studies Program Deactivation

The agenda was approved as amended.

M/S/P (Bergland/Andersen)

II. CURRICULUM REVIEW/APPROVAL

A. Approval of Curriculum from cancelled 4/23/09 meeting

Removed from the consent agenda:

American Sign Language 107, American Sign Language: Fingerspelling

All other items were approved by consent.

M/S/P (Bergland/ Lombardi)

Libby Andersen moved to reconsider the previous approval in order to remove Mathematics 15F from the Agenda.

Motion was rescinded.

M/S/P (Andersen/ Lombardi)

Removed from the consent agenda:

Mathematics 15F, College Algebra Refresher

All other items were approved by consent.

M/S/P (Lombardi/Andersen)

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B. Approval of Program Changes from cancelled 4/23/09 meeting

The programs were approved by consent. M/S/P (Andersen/Lombardi)

C. Curriculum Items Discussed

American Sign Language 107, American Sign Language: Fingerspelling
Shirley Flor announced Mesa would like to change the effective date of the proposal to Fall 2010.

Action: American Sign Language 107 was approved to be deactivated effective Fall 2010. M/S/P (Andersen/Parker)

Mathematics 15F, College Algebra Refresher

Jan Lombardi asked to amend the proposal to activate the course at City as well as at Mesa.

Action: Mathematics 15F was approved for activation at City College and Mesa College. M/S/P (Lombardi/Parker)

D. Approval of Curriculum

The curriculum was approved by consent. M/S/P (Short/Bergland)

E. Approval of Program Changes

The programs were approved by consent. M/S/P (Lombardi/Parker)

F. Approval of Continuing Education Curriculum

No Continuing Education Curriculum. Roma Weaver announced that minor course revisions had been approved at the Continuing Education Curriculum Review Committee, and would not be brought to CIC. Hess reminded her that all curriculum revisions need to go through CIC. Weaver replied that a list of what had been approved would be brought to CIC in the Fall. Hess stated she would speak to Brian Ellison about the procedure.

Elizabeth Armstrong and Mary Benard arrived at 2:20 p.m.
Brian Ellison arrived at 2:21 p.m.

G. Approval of Continuing Education Program Changes

No Continuing Education program changes.

H. General Education Course Approval

Duane Short inquired about ARTF 191, and whether Mesa intended to create a new degree in Photography. Flor responded that an emphasis in Photography was to be created.

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Libby Andersen addressed the Council's previous concerns with FUTR 101. She stated she had brought outlines of comparable courses that had received CSUGE and IGETC approval for discussion.

Short asked whether the Council should add recently activated courses HUMA 106 and ARTF 125 to the list. Laurie Van Houten responded that all courses previously approved for transfer applicability are automatically applied for when activated at other colleges.

Lynn Neault arrived at 2:26 p.m.

All curriculum on the District Transfer General Education Patterns list was approved. M/S/P (Murphy/Parker)

III. OLD BUSINESS

A. Significant Lapse of Time Policy Update

Hess gave the Council an updated draft of the Significant Lapse of Time Policy for their review. Hess mentioned that it may eventually be better to merge this policy into the existing prerequisite policy, 5500, but at this time it is impractical. The Council discussed the policy and gave Hess several recommendations for changes. Hess suggested forming a subcommittee to address the concerns surrounding this new policy.

B. 2009-2010 CIC Calendar

Van Houten presented a final draft of the CIC Calendar for 2009-2010. She will email a finalized version to the Council.

The Curriculum Approval Calendar for the 2009-2010 academic year was approved. M/S/P (Short/Benard)

IV. NEW BUSINESS

A. Higher Level Courses that Clear Prerequisites

Hess informed the Council that in 1997 when the District started enforcing prerequisites, a list existed of higher level equivalent courses that would clear listed prerequisites. For example, Biology 230 required Biology 105 and 106 or Biology 107, but if a student had taken Biology 160 or 210A they were cleared. Now, faculty are asking to update this list in order to add more higher level courses.

Short asked if the courses that clear prerequisites were on the course outline. Hess replied that they only existed on a list. Short recommended that rather than maintaining a separate list, this information should be added to the course outline. Van Houten explained to the Council that CurricUNET's requisite section includes a text box to add additional information. The higher level courses could

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be entered here. It can be decided later whether all courses need to be listed, or a phrase like “or any higher level course.”

Bill Craft arrived at 2:51 p.m.

Stephen Ford arrived at 2:52 p.m.

Short pointed out we will need a way to explain this to students in the catalog. Juliette Parker recommended adding the phrase “see a counselor” to these courses.

Neault pointed out that several courses have 1 or 2 higher level courses that do not clear the prerequisite. Andersen responded that we just need to make it so when a student or a transfer university looks at the course description, the process is explained.

Ellison recommended putting a document with the existing list in the catalog, as there are not many courses.

Hess told the Council that no decision needs to be made at this time; she simply wanted to make them aware of the situation so we can create a procedure in the fall.

B. CSUGE Title Changes

Hess notified the Council that some of the CSUGE areas have changed their titles and some narrative language. The changes have been made in the new catalog, and an email will be sent out detailing the changes. Student advising sheets may need to be updated.

C. Catalog Redesign Committee

Hess informed the Council that in addition to the campus catalog committees, a District Catalog Committee will be created in the Fall. This committee will look at the procedure for catalog review, as well as evaluate whether there should be standard criteria or standardized areas in the catalog.

D. CB21 (Basic Skills) Recoding

Hess announced the finalization of Basic Skills rubrics by the State Academic Senate. Between now and September there will be time for training faculty and administrators about the new rubrics and decide how to recode courses. These changes won't impact course numbers, just the MIS coding.

Murphy asked if this would be done for all campuses at once; Hess responded that it was already in progress and she just wanted the Council to know that we're on top of it.

V. **STANDING REPORTS**

A. Curriculum Updating Project (Van Houten)

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Van Houten stated that the project was moving along, and only 158 courses were left.

B. CurricUNET Steering Committee (Van Houten/Weaver)

No report.

C. Student Services Council (Neault)

Lynn Neault told the Council that she has been to several regional meetings with SDSU to discuss the transfer issues. One thing of concern to note is that TAG as we know it will change. We don't know how, but at present SDSU has issued too many guarantees for too few seats. Any community college student with non-community college courses will be rejected. Since our students are considered "in area" they get top priority. 14,000 applications were received for 2,300 slots. Only 230 were awarded to out of area students. Any students who filled out their supplemental applications wrong were rejected. If it was a glitch, the TAG was honored; if not, they remain rejected.

There has been an increase in the number of degrees awarded by the District. City and Miramar have each increased the number of degrees awarded; Mesa has not. While this issue will be addressed, Neault thinks it will be worse with the elimination of the Transfer Studies degree.

The District is looking at ways to reduce schedule costs. Hess added that we will be taking several steps, such as condensing the mailed schedule and reducing the number of campus quantities. Neault continued that we are printing more than one schedule per student.

William Craft stated that he's noticed students picking up a copy, looking up their one bit of information, and throwing the schedule away. Armstrong suggested charging for schedules to discourage this. Neault said this has been discussed, as well as advertising using the online schedule more as a "green" alternative.

Neault announced that Title 5 will be changing to close some loopholes opened during the last round of revisions. The revision will be going to the Board of Governors in July, but there is no opposition. Neault continued there will be policy decisions to make, and recommended the 9/24 joint meeting to discuss them.

D. State Academic Senate

No report.

E. Chief Instructional Officers (Armstrong, Benard, Bergland/Craft, Ellison, Lee)

No report.

F. Articulation Officers (Andersen, Parker, Short)

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Short invited everyone present to attend a year-end party he would be hosting at his home after the meeting.

G. Walked in Proposals

Dance 150, Dance Making: Ballet; Dance 151, Dance Making: Jazz; Dance 152, Dance Making: Modern; Dance 153, Dance Making: Dance Theater

Elizabeth Castaneda told the Council that these courses were developed to allow student to get credit for participating in City's dance production; some students take part in several productions and cannot currently get credit. Andersen expanded that recent Title 5 changes do not allow students to enroll in multiple sections of the same class in the same semester.

Action: Dance 150, Dance Making: Ballet; Dance 151, Dance Making: Jazz; Dance 152, Dance Making: Modern; and Dance 153, Dance Making: Dance Theater were approved as new courses at City College and Mesa College.

M/S/P (Short/Lombardi)

Plumbing 170A, Advanced Plumbing I; Plumbing 170B, Advanced Plumbing II; Plumbing 175A, Plumbing Construction Specialties; Plumbing 175B, Plumbing Code; Plumbing 325, Advanced Plumbing I; Plumbing 330, Advanced Plumbing II; Plumbing 335, Plumbing Construction Specialties; Plumbing 340, Plumbing Code

Lombardi informed the Council that these courses are a continuation of courses approved earlier in the meeting.

Steve Ford told the Council the Division of Apprenticeship is requiring and additional 10 hours of work for each course. These courses are being updated accordingly.

Short asked why there are two sets of courses that are the same. Ford replied that one set is open enrollment for all students, and the other is specifically for craft apprentices whose companies contract with the District.

Action: Plumbing 170A, Advanced Plumbing I; Plumbing 170B, Advanced Plumbing II; Plumbing 175A, Plumbing Construction Specialties; Plumbing 175B, Plumbing Code; Plumbing 325, Advanced Plumbing I; Plumbing 330, Advanced Plumbing II; Plumbing 335, Plumbing Construction Specialties; and Plumbing 340, Plumbing Code were approved for Fall 2010.

M/S/P (Lombardi/Andersen)

Anthropology 205, Introduction to Medical Anthropology

Flor explained Anthropology 205 is being proposed for distance learning at Mesa College.

Action: Anthropology 205 was approved for distance learning at Mesa College.

M/S/P (Benard/Parker)

Art—Fine Art 191, Cultural Influences on Photography

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Castaneda stated that this course was “History of Photography” before it was deactivated. The course outline had no content or assignments. After it was deactivated, City created a PHOT course titled “History of Photography” so the course was made very different upon reactivation.

Flor added that Mesa would like to submit this course for CSUGE, UCTCA and IGETC.

Short asked if this course would be part of the photography emphasis; Castaneda responded that it would.

*Action: Art-Fine Art 191 was approved for reactivation at Mesa College.
M/S/P (Parker/Bergland)*

Selected Studies Program Deactivation

Flor explained the history of this proposal. At Mesa, a student who wants to pursue a degree in Selected Studies must seek approval from the Academic Committee. There are very few degrees issued. There is now a debate about whether this degree complies with Title 5, and since the creation of many other majors in Liberal Arts and Studies, there is little need for this program.

*Action: The Selected Studies Program was approved for deactivation at Mesa College.
M/S/P (Lombardi/Andersen)*

VI. ANNOUNCEMENTS

- A. Certification of Stand Alone Credit Course is due to the State by September 30th.

Andersen asked for a list of the courses currently considered Stand Alone.

Flor asked if we need to recertify every year. Hess confirmed that recertification is required from everyone every year.

- B. Hess thanked the outgoing curriculum chairs and Vice Presidents of Instruction for all of their hard work.

- C. Handouts:

1. May 14, 2009 CIC Meeting Agenda
2. Draft Minutes from the March 26, 2009 CIC meeting
3. Curriculum Summaries
4. Review and Approval of G.E./Transferability Actions
5. Significant Lapse of Time Procedure
6. Curriculum Updating Project

VII. ADJOURNMENT

Meeting adjourned at 3:42 p.m.