

San Diego Community College District Curriculum and Instructional Council

Meeting of May 10, 2012
2:00 PM—District Office, Room 375

MINUTES

PRESENT:

| | |
|-------------------|---|
| Andersen, Libby | Articulation Officer—City |
| Benard, Mary | Vice President, Instruction—City |
| Buckley, Jerry | Vice President, Instruction —Miramar |
| Ellison, Brian | Vice President, Instruction & Student Services—Continuing Education |
| Hess, Shelly | Dean, Curriculum & Instructional Services—District Office |
| Igou, Dan | Curriculum Chair—Miramar |
| Lee, Otto | Vice Chancellor, Instructional Services and Planning—District Office |
| Lombardi, Jan | Curriculum Co-Chair—City |
| McGrath, Tim | Vice President, Instruction—Mesa |
| Neault, Lynn | Vice Chancellor, Student Services—District Office (<i>Ex Officio</i>) |
| Parker, Juliette | Articulation Officer—Mesa |
| Parsons, Michelle | Curriculum Chair—Mesa |
| Shelton, Deanna | Curriculum Co-Chair—City |
| Short, Duane | Academic Senate Representative, Articulation Officer—Miramar |
| Weaver, Roma | Curriculum Chair—Continuing Education |

GUESTS:

| | |
|-------------------|--|
| Figuroa, Daphne | Academic Senate President; Chemistry Dept. Faculty—Miramar |
| Halliday, Richard | English Dept. Faculty—Miramar |

STAFF:

| | |
|----------------|--|
| Payne, Desiree | Senior Secretary, Curriculum & Instructional Services—District Office |
| Plourde, Erica | Curriculum Analyst, Curriculum & Instructional Services—District Office |
| Scott, Carmen | Curriculum Technician, Curriculum & Instructional Services—District Office |

San Diego Community College District Curriculum and Instructional Council

Shelly Hess called the meeting to order at 2:03 p.m.

I. MINUTES AND AGENDA

A. Approval of: April 26, 2012 Minutes

Action: The minutes were approved; 3 abstentions.

MSP (Buckley/Parsons)

B. Approval of: May 10, 2012 Agenda

Added to the Agenda:

New Business:

Walk-Ins (Action):

New Courses:

DJRN 215 Photo Journalism and Documentary Photography

Dan Igou, Jan Lombardi and Juliette Parker arrived at 2:05 p.m.

Otto Lee left the room at 2:05 p.m.; returned at 2:08 p.m.

Course Revisions:

ENGL 042 College Reading and Study Skills I

ENGL 043 English Review

ENGL 048 College Reading and Study Skills II

ENGL 049 Basic Composition

ENGL 101 Reading and Composition

ENGL 105 Composition and Literature

ENGL 202 Introduction to Linguistics

ENGL 208 Introduction to Literature

ENGL 209 Literary Approaches to Film

ENGL 220 Masterpieces of World Literature I

ENGL 221 Masterpieces of World Literature II

ENGL 238 Evaluating Children's Literature

ENGL 240 Shakespeare

JOUR 200 Introduction to Newswriting and Reporting

PHYE 289 Injury Care and Prevention for Personal Trainers

PHOT 215 Photo Journalism and Documentary Photography

Deanna Shelton arrived at 2:06 p.m.

New Programs:

Administration of Justice for Transfer - Associate in Science Degree

History for Transfer - Associate in Arts Degree

Richard Halliday and Tim McGrath arrived at 2:07 p.m.

Program Revisions:

Liberal Arts and Sciences with an Emphasis in Visual and Performing Arts - Associate in Arts Degree

Real Estate – Associate in Science Degree

Retail Management – Certificate of Achievement

San Diego Community College District Curriculum and Instructional Council

Retail Management – Associate in Science Degree

San Diego State University Business Administration – Associate in Science Degree

Small Business Accounting – Associate in Science Degree

Small Business Community Management Community Service – Associate in Science Degree

Small Business Management Entrepreneur – Associate in Science Degree

Continuing Education Walk-Ins (Action):

New Courses:

451 Electronic Technician I

452 Electronic Technician II

601 Shielded Metal Arc Welding I

602 Shielded Metal Arc Welding II

605 Gas Metal Arc Welding

606 Flux Cored Arc Welding

611 Pipe Welding I

612 Pipe Welding II

621 Gas Tungsten Arc Welding I

622 Gas Tungsten Arc Welding II

631 Metal Fabrication I

632 Metal Fabrication II

New Programs:

Electronic Technician Certificate of Completion

Gas Metal and Flux Cored Arc Welding Certificate of Completion

Gas Tungsten Arc Welding Certificate of Completion

Metal Fabrication Certificate of Completion

Pipe Welding Certificate of Completion

Shielded Metal Arc Welding Certificate of Completion

Revised Program:

Front Desk/Office Assistant Program

Action: The agenda was approved as amended.

MSP (Andersen/Parsons)

II. CURRICULUM REVIEW/APPROVAL

A. Approval of Curriculum

Removed from the consent agenda:

ENGL 047A Accelerated Reading, Writing and Reasoning

ENGL 105 Composition and Literature

ENGL 208 Introduction to Literature

BIOL 107 General Biology-Lecture and Laboratory

MEDA 103 Professionalism and Teamwork in Health Care

MUSC 050 Music Fundamentals for the Studio Engineer

MUSC 080 Introduction to Digital Audio and MIDI

MUSC 082 Audio Recording

PERG 130 Career-Life Planning

POLI 101 Introduction to Political Science

SPAN 102 Second Course in Spanish

San Diego Community College District Curriculum and Instructional Council

Action: The curriculum was approved as amended.

MSP (Short/Lombardi)

B. Approval of Program Changes

No program changes.

C. Approval of Continuing Education Curriculum

Refer to Continuing Education Walk-Ins.

D. Approval of Continuing Education Program Changes

Refer to Continuing Education Walk-Ins.

E. G.E. Course Approval

Removed from G.E. Approval:

MATH 092 Applied Beginning and Intermediate Algebra

MATH 115 Gateway to Experimental Statistics

POLI 101 Introduction to Political Science

Action: The G.E. Course Approval was approved as amended.

MSP (Short/Andersen)

F. Curriculum Items Discussed

PERG 130 Life Planning

Course outline was reviewed. Jan Lombardi advised faculty would like to compare PERG 030 to PERG 130. Duane Short expressed concern regarding PERG 30 proposed as equivalent to PERG 130.

Action: PERG 130 tabled.

MSP (Lombardi/Andersen)

ENGL 047A Accelerated Reading, Writing and Reasoning

Shelly Hess recommended ENGL 047A, as well as ENGL 105 and 208, be discussed with the ENGL walk-ins. Committee agreed.

ENGL 047A discussion delayed.

BIOL 107 General Biology-Lecture and Laboratory

Short advised the course was previously offered as an online course and Miramar faculty no longer desire this option. Course is currently offered as a hybrid at Miramar.

Action: BIOL 107 approved; pending revision to distance education authorization for Miramar from an online to a hybrid course.

MSP (Short/McGrath)

SPAN 102 Second Course in Spanish

San Diego Community College District Curriculum and Instructional Council

Libby Andersen advised articulation officers discussed the distance education proposal, which impacts ability to use the course for transfer. Juliette Parker advised, per Jonathan Fohrman, distance education was added to course by mistake.

Action: SPAN 102 approved; pending removal of distance education. MSP (Parsons/Igou)

MEDA 103 Professionalism and Teamwork in Health Care

Michelle Parsons advised the course is proposed for deactivation and at the same time proposed for distance education. Course is to be deactivated.

*Action: Deactivation of MEDA 103 approved; pending removal of distance education.
MSP (Igou/Short)*

MUSC 050 Music Fundamentals for the Studio Engineer

MUSC 080 Introduction to Digital Audio and MIDI

MUSC 082 Audio Recording

Parsons informed the committee the discussion regarding course duplication is still ongoing. Deanna Shelton advised she had spoken with Trudy Gerald regarding discussion amongst faculty and was under the impression issues had been resolved. Shelton added the course originator has made the requested edits to the courses. Shelton recommended, on behalf of course originator and deans, approving the courses. Hess advised she received information the issues haven't been completely resolved. Dan Igou advised Channing Booth has relayed his concerns to Fohrman.

*Action: MUSC 050, 080 and 082 tabled. MSP (Igou/Parker)
2 opposed.*

G. G.E. Courses Discussed

POLI 101 Introduction to Political Science

Juliette Parker requested the discussion be delayed until the course originator, Michelle Rodriguez, arrived. Committee agreed.

POLI 101 discussion delayed.

MATH 092 Applied Beginning and Intermediate Algebra

Short recommended elementary algebra be added in order to adhere to Title 5. Parsons advised the required algebra subject matter is imbedded into the course.

Action: MATH 092 approved. MSP (Parker/Parsons)

MATH 115 Gateway to Experimental Statistics

Short advised Miramar should be added to G.E. approval pattern.

Action: MATH 115 approved. MSP (Short/Igou)

San Diego Community College District Curriculum and Instructional Council

III. OLD BUSINESS

IV. NEW BUSINESS

A. C-ID New Business form (Information)

Hess advised of the revisions received from Andersen and Parker. Hess reviewed the form. Short offered the addition of language reflecting all three SDCCD colleges are aligned and all three must submit for approval. It was recommended the form be discussed with the Academic Senate. Form will be updated to reflect all recommended revisions and re-reviewed before presented to the Academic Senate.

B. CIC Calendar 2012-2013

City to provide CRC meeting dates.

Action: 2012-2013 CIC Calendar approved; pending City CRC dates. MSP (Parsons/Parker)

C. Walk-Ins

*Administration of Justice for Transfer - Associate in Science Degree
History for Transfer - Associate in Arts Degree*

Igou advised Administration of Justice and History TMC-aligned associate degrees created to accommodate related four year degrees offered at universities. Short inquired if both programs will be included in the 2012-2013 catalog. Hess advised the programs still need to be submitted to the Board of Trustees for approval and will not be reflected in the printed catalog. Otto Lee thanked Miramar for working on these programs. Lee recommended a discussion with Student Services take place in order to develop a method for sharing the degree information with students, counselors and other departments.

Action: Administration of Justice for Transfer- Associate in Science Degree and History for Transfer - Associate in Arts Degree approved. MSP (Shelton/Igou)

Liberal Arts and Sciences with an Emphasis in Visual and Performing Arts - Associate in Arts Degree

Andersen explained the addition of “Courses can only be counted once toward the major.” sentence above “COURSES REQUIRED FOR THE MAJOR” heading in program degree report in order to assist with the issue course repetition.

Action: Liberal Arts and Sciences with an Emphasis in Visual and Performing Arts - Associate in Arts Degree approved. MSP (Andersen/Neault)

*Real Estate – Associate in Science Degree
Retail Management – Certificate of Achievement
Retail Management – Associate in Science Degree
San Diego State University Business Administration – Associate in Science Degree
Small Business Accounting – Associate in Science Degree
Small Business Community Management Community Service – Associate in Science Degree
Small Business Management Entrepreneur – Associate in Science Degree*

San Diego Community College District Curriculum and Instructional Council

Lombardi advised minor revisions were made to the programs.

Action: Real Estate - Associate in Science Degree, Retail Management - Certificate of Achievement, Retail Management - Associate in Science Degree, San Diego State University Business Administration - Associate in Science Degree, Small Business Accounting - Associate in Science Degree, Small Business Community Management Community Service - Associate in Science Degree and Small Business Management Entrepreneur - Associate in Science Degree approved.

MSP (Lombardi/Igou)

*451 Electronic Technician I
452 Electronic Technician II
601 Shielded Metal Arc Welding I
602 Shielded Metal Arc Welding II
605 Gas Metal Arc Welding
606 Flux Cored Arc Welding
611 Pipe Welding I
612 Pipe Welding II
621 Gas Tungsten Arc Welding I
622 Gas Tungsten Arc Welding II
631 Metal Fabrication I
632 Metal Fabrication II
Electronic Technician Certificate of Completion
Gas Metal and Flux Cored Arc Welding Certificate of Completion
Gas Tungsten Arc Welding Certificate of Completion
Metal Fabrication Certificate of Completion
Pipe Welding Certificate of Completion
Shielded Metal Arc Welding Certificate of Completion*

Michelle Rodriguez arrived at 2:45 p.m.

Roma Weaver provided an overview of new welding courses and programs. Brian Ellison explained background of welding courses and programs.

Action: 451 Electronic Technician I, 452 Electronic Technician II, 601 Shielded Metal Arc Welding I, 602 Shielded Metal Arc Welding II, 605 Gas Metal Arc Welding, 606 Flux Cored Arc Welding, 611 Pipe Welding, 612 Pipe Welding II, 621 Gas Tungsten Arc Welding I, 622 Gas Tungsten Arc Welding II, 631 Metal Fabrication I, 632 Metal Fabrication II, Electronic Technician Certification of Completion, Gas Metal and Flux Cored Arc Welding Certificate of Completion, Gas Tungsten Arc Welding Certification of Completion, Metal Fabrication Certificate of Completion, Shielded Metal Arc Welding Certificate of Completion approved.

MSP (Igou/Short)

Front Desk/Office Assistant Program

Weaver explained the program was updated. Disc Operating Systems course replaced by Basic Business Math.

Action: Front Desk/Office Assistant Program approved.

MSP (Lombardi/Andersen)

POLI 101 Introduction to Political Science

San Diego Community College District Curriculum and Instructional Council

Andersen provided two documents to committee members: California State University, Office of the Chancellor, Executive Order 1061-Graduation Requirements in United States History, Constitution and American Ideals; CSU Course Outline Review Criteria for United States History, Constitution and American Ideals Areas 1, 2 and 3. Anderson explained history criteria as defined in the two documents. POLI 101 course outline was reviewed. Andersen expressed concern the history subject matter, as dictated in Executive Order 1061, is not sufficiently covered in the course. Parker referred to a letter written by Dean Charles Zappia in support of the course revision. Hess displayed an electronic copy of the letter. Parker advised the course was in need of a revision and faculty have worked with other community colleges to ensure history criteria meets current requirements. Parker suggested approving the course in order to submit for review at the CSU level. Rodriguez provided background on the course and relayed the American Institution requirement of American History and Introduction to Government topics. Rodriguez advised the course was revised with the intent to meet student needs while covering history, government and California history. Discussion continued.

Action: POLI 101 approved with request CSU response be reported to CIC; amendment to review and revise course if denied by CSU was rejected. MSP (Parker/Parsons)
2 opposed.

DJRN 215 Photo Journalism and Documentary Photography
PHOT 215 Photo Journalism and Documentary Photography

Shelton stated DJRN 215 is a proposed new course and PHOT 215 was revised to reflect proposed cross listing with DJRN 215. Committee discussed cross listing courses and discipline designation.

Action: DJRN 215 and PHOT 215 approved. MSP (Andersen/Lombardi)

JOUR 200 Introduction to Newswriting and Reporting

Parsons advised course was revised with addition of distance education proposal.

Action: JOUR 200 approved. MSP (Parker/Andersen)

ENGL 047A Accelerated Reading, Writing and Reasoning

Igou advised Miramar discipline dean is concerned with the R5 skill level and considers the course is focused more on writing than reading objectives. Short expressed concern with skill level. Discussion continued regarding skill level and course content. Committee reviewed implementation document drafted from English 047A meeting on March 30th, 2012. Richard Halliday expressed concern regarding the course's reading level. Daphne Figueroa relayed her concern of the course's potential negative impact on students. Figueroa continued to state the results of the experimental data could be viewed as inconclusive. Committee discussed monitoring course, if approved, and to continue to track data.

Action: ENGL 047A approved. MSP (Ellison/Parker)
3 opposed.

ENGL 042 College Reading and Study Skills I
ENGL 043 English Review

San Diego Community College District Curriculum and Instructional Council

ENGL 048 College Reading and Study Skills II
ENGL 049 Basic Composition
ENGL 101 Reading and Composition
ENGL 105 Composition and Literature
ENGL 202 Introduction to Linguistics
ENGL 208 Introduction to Literature
ENGL 209 Literary Approaches to Film
ENGL 220 Masterpieces of World Literature I
ENGL 221 Masterpieces of World Literature II
ENGL 238 Evaluating Children's Literature
ENGL 240 Shakespeare

Parsons advised the courses were revised to reflect a limitation on enrollment in order to align with ENGL 047A.

Brian Ellison left at 3:49 p.m.

Neault advised a D letter grade could be considered previous credit and the Limitation on Enrollment language would need to be changed to reflect previous credit with C or better in order to clearly define previous credit as intended.

Otto Lee left at 3:53 p.m.

Action: ENGL 042, 043, 048, 049, 101, 105, 202, 208, 209, 220, 221, 238 and 240 approved; pending revision to Limitation on Enrollment language. MSP (Short/McGrath)

Jerry Buckley, Daphne Figueroa and Richard Halliday left at 3:55 p.m.

PHYE 289 Injury Care and Prevention for Personal Trainers

Committee discussed the impact of deactivating PHYE 242 and replacing with PHYE 242B. Short recommended revising PHYE 242. Short stated a course revision will have less impact on articulation and the degree program. Parker advised PHYE 242B is needed in order to align with SDSU articulation. Cross listing PHYE 242, PHYE 242B and PHYE 389 was suggested. Neault explained the complications for students if all three courses were cross listed and cautioned cross listing may increase the number of student petitions. Neault urged the committee to consider the courses from a student's degree completion perspective.

Lynn Neault left at 4:00 p.m.

Discussion continued.

Action: PHYE 289 removed from the agenda.

V. STANDING REPORTS

Standing reports not discussed in order to allow committee members to attend the Board of Trustees meeting.

VI. ANNOUNCEMENTS

San Diego Community College District Curriculum and Instructional Council

- A. Shelly thanked the committee for their work and reminded committee of Short's End of the Year Party.
- B. Short announced Region 10 Articulation Officers will be presenting at the June 2012 San Diego and Imperial Counties Community College Association meeting.
- C. Certification of Stand Alone Credit Course is due to the State by September 30th. The form requires Chancellor Carroll's approval. Submit signed forms to District Office of Instruction before **9/17/2012**.
- D. Handouts:
 - 1. May 10, 2012 CIC Meeting Agenda
 - 2. Draft Minutes from the April 26, 2012 CIC Meeting
 - 3. Curriculum Summary
 - 4. Curriculum Updating Project
 - 5. Proposed Review and Approval of G.E./Transferability Actions
 - 6. Draft 2012-2013 CIC Calendar

VII. ADJOURNMENT

Shelly Hess adjourned the meeting at 4:07 p.m.