

San Diego Community College District Curriculum and Instructional Council

Meeting of April 28, 2011
2:00 PM—District Office, Room 245

MINUTES

PRESENT:

Barnes, Randy	Interim Vice President, Instruction—Miramar College
Benard, Mary	Vice President, Instruction—City College
Bill Borinski	Career Technical Education Program Chair—Continuing Education (proxy for Brian Ellison)
Flor, Shirley	Academic Senate Representative—Mesa College (proxy for Juliette Parker)
Hess, Shelly	Dean, Curriculum & Instructional Services—District Office
Igou, Daniel	Curriculum Chair—Miramar College
Lombardi, Jan	Co-Curriculum Chair—City College
McGrath, Tim	Vice President, Instruction—Mesa College
Murphy, Carol	Academic Senate Representative—Miramar College (proxy for Duane Short)
Parsons, Toni	Curriculum Chair—Mesa College
Shelton, Deanna	Co-Curriculum Chair—City College (proxy for Libby Andersen)
Weaver, Roma	Curriculum Chair—Continuing Education

ABSENT:

Andersen, Libby	Articulation Officer—City College
Ellison, Brian	Vice President, Instruction & Student Services—Continuing Education
Lee, Otto	Vice Chancellor, Instructional Services and Planning—District Office
Matthew, Esther	Academic Senate Representative—Continuing Education
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

STAFF:

Ficken-Davis, Amanda	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

GUESTS:

Henne, Andrea	Dean, Online and Distributed Learning—District Office
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Shelly Hess called the meeting to order at 2:02 p.m.

I. MINUTES AND AGENDA

A. Approval of: April 14, 2011 Minutes

The minutes were approved as amended. M/S/P (Weaver/Parsons)

Mary Benard arrived at 2:04 p.m.

B. Approval of: April 28, 2011 Agenda

Added to the Agenda:

Administration of Justice 359, Field Training Officer Update
Administration of Justice 361D, Defensive Tactics Building Searches
Administration of Justice 361L, Less-Lethal Munitions Training (LLMT)
Administration of Justice 366, Radar-Laser Operator (LIDAR)
Administration of Justice 367, Traffic Collision Computer Aided Diagramming
Administration of Justice 368, Critical Incidents/Tactical Commander's Course
Administration of Justice 369, Drug Influence: 11550
Administration of Justice 378, Defensive Tactics Instructor
Administration of Justice 379, Academy Instructor Certification Course (AICC)
Administration of Justice 392B, 392B Special Topics in Instructor Development:
Classroom Presentation
Nursing Education 270, Occupational Work Experience in Nursing Education
Radio and Television 141, Radio News Production
Associate in Science, Licensed Vocational Nurse to Registered Nurse (Advanced Placement)
Licensure, Licensed Vocational Nurse to Registered Nurse, Thirty-Unit Option

The agenda was approved as amended. M/S/P (Benard/Weaver)

II. CURRICULUM REVIEW/APPROVAL

A. Approval of Curriculum

Removed from the consent agenda:

*Digital Media 158, Survey of Graphics Technology
Digital Media 160A, Vector Art 01: Illustration Tools
Digital Media 160B, Vector Art 01: Illustration Tasks
Digital Media 170A, Raster Art 01A: Image Editing Tools
Digital Media 170B, Raster Art 01B: Image Editing Tasks
Mathematics 265S, Applied Beginning and Intermediate Algebra*

The remaining curriculum was approved by consent. M/S/P (Igow/Parsons)

B. Approval of Program Changes

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

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C. Approval of Continuing Education Curriculum

No Continuing Education curriculum.

D. Approval of Continuing Education Program Changes

The programs were approved by consent.

M/S/P (Lombardi/Igou)

Bill Borinski left at 2:07 p.m.

E. Curriculum Items Discussed

*Digital Media 158, Survey of Graphics Technology
Digital Media 160A, Vector Art 01: Illustration Tools
Digital Media 160B, Vector Art 01: Illustration Tasks
Digital Media 170A, Raster Art 01A: Image Editing Tools
Digital Media 170B, Raster Art 01B: Image Editing Tasks*

Shirley Flor stated that faculty member Karen Owen feels that these courses are similar to existing Multimedia courses at Mesa College. Daniel Igou responded that Miramar's curriculum committee has reviewed both subjects extensively and feels that there is a significant difference between the courses. They have been conscientious about differentiating the courses from City and Mesa's programs. The ARTD courses are more hands on, are not about multimedia, and have different learning objectives. Toni Parsons asked if these courses will be part of a program. Igou explained they would be part of the Digital Art/Graphics program at Miramar, which currently includes City courses.

Flor suggested that since Karen Owen expressed concerns, approval of these courses should be delayed until the faculty have had time to review them and address their concerns. Igou asked if there was still time to offer these courses in the fall. Shelly Hess responded that as long as they were approved at the next CIC meeting they could be.

Randy Barnes asked who would initiate contact between the faculties. Flor responded she would have Karen Owen initiate the discussion.

Mathematics 265S, Applied Beginning and Intermediate Algebra

Carol Murphy informed the Council that this course had been brought to the attention of the Miramar Mathematics department. The department's concern at this time is the statistical study method that will be used to evaluate the course. The department has been told that the two instructors who teach this in the fall will also be teaching statistics in the spring.

Toni Parsons clarified that the faculty will teach both classes, but the students will not be required to take the same instructors. The argument in favor of having these instructors teach the course is that students are more successful with teachers they are comfortable with. She does not feel this will skew the analysis.

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Murphy countered that she feels the students who take the course with both instructors should be removed from the analysis, as it could taint the study (faculty could gear their second semester instruction to make for deficiencies in the first semester, etc.).

Mary Benard asked what the statistical analysis has to do with the curriculum approval, which is the purview of this Council. Hess clarified that Miramar's concern is how the data collected will be used and that discussion can take place after the course's implementation.

Jan Lombardi expressed City's concern that the course description does not indicate students will be eligible to take statistics; it just states what courses for which it will not satisfy the prerequisite. Parsons responded that the Mesa math faculty have been working with Lynn Neault to see how this will work for students. If/when this becomes an actual course, the statistics courses will be revised to include it as a prerequisite. For now, students will have to petition to get in (as is currently the case for English 265B). Hess cautioned that this is not the ideal method of advancing students. This has been the source of much of the conflict associated with ENGL 265B.

Tim McGrath reminded the Council that the purpose of the experimental courses is to see if we want to make changes to the course or move forward with it as is. When the course becomes permanent, there will be time to discuss these issues more in-depth.

Dan Igou clarified that Miramar is concerned that when this does become a permanent course, students will take it to try and get around other math requirements and find that they still have to take additional courses. They are concerned about how this will impact the workload of the counselors. Parsons pointed out that in the new Statway courses City students navigate a similar process. This gives them more options, but will not allow students to move on to higher level math courses after completing MATH 119.

Lombardi asked how students will know to take the course, as is not the prerequisite or advisory for any other course. Parsons responded that the course is only for nonSTEM students who need statistics to transfer. The math department is working with counseling to make sure everyone knows what is going on. Lombardi suggested there might be a need for discussion between the faculty of City and Mesa about the competing experimental statistics preparation courses.

Hess assured everyone that conversations have taken place with Student Services to work out some of these issues.

Action: Mathematics 265S, Applied Beginning and Intermediate Algebra was approved for activation at Mesa College pending technical review.

M/S/P (Parsons/McGrath) 8 approve, 2 oppose, 0 abstain

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III. OLD BUSINESS

A. SB 1440 Catalog Language (Action)

Hess announced that Miramar has submitted their TMC paperwork and received the Chancellor's signature. City and Mesa should be submitting their packets soon. We have heard that this is the CCCCO's primary concern and that all other programs are being delayed for approval.

Hess reminded the Council that at the April 14 meeting they had reviewed and discussed the catalog language common to each catalog. The language for the individual programs will be left for each college to determine. The Council reviewed the updated catalog language and made further revisions. Hess announced it would be brought back for approval at the May 12 meeting.

B. PHYE 187 and 188 (Information)

Hess reminded the Council that Physical Education 187 and 188 had been approved for activation at City, Mesa, and Miramar at the March 24 CIC meeting. It has since been determined that neither Mesa nor Miramar want to activate the course at this time. Lombardi asked why the course was not effective summer 2011. Scott announced that it was because of the requested transferability. The originator consented to the change.

C. PHYE 242 (Information)

Hess announced that this course revision was recently approved and included removal of lab hours. Mesa and Miramar have rescinded their approval of the course because of this change. Implementation of Physical Education 242 will be suspended until the issue is worked out amongst the campus faculty.

IV. NEW BUSINESS

A. Distance Education (Information)

Hess invited Dean Andrea Henne to give a presentation on what information the college curriculum committees should be aware of when reviewing Distance Education proposals. Henne announced that there were new regulations that required more specific information than some of the proposals were currently providing, particularly in the contact type section.

Mary Benard requested that the colleges be sent guidelines to help with their reviews. Henne agrees and offered to be a resource for the committees whenever necessary. She pointed out that distance education courses are subject to a higher level of scrutiny than others. Henne concluded that all of the information she presented is available on the Online Learning Pathways website.

B. CIC Calendar 2011-2012 (Action)

Amanda Ficken-Davis presented a draft of the 2011-2012 calendar. It will be approved at the next meeting.

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C. General Education Course Review and Approval (Action)

Hess reviewed the General Education Course Review document with the Council. She reminded them that it would be approved at the next CIC meeting.

D. Walked-In Curriculum (Action)

*Administration of Justice 359, Field Training Officer Update
Administration of Justice 361D, Defensive Tactics Building Searches
Administration of Justice 361L, Less-Lethal Munitions Training (LLMT)
Administration of Justice 366, Radar-Laser Operator (LIDAR)
Administration of Justice 367, Traffic Collision Computer Aided Diagramming
Administration of Justice 368, Critical Incidents/Tactical Commander's Course
Administration of Justice 369, Drug Influence: 11550
Administration of Justice 378, Defensive Tactics Instructor
Administration of Justice 379, Academy Instructor Certification Course (AICC)
Administration of Justice 392B, Special Topics in Instructor Development:
Classroom Presentation*

Igou announced that previously, Miramar used ADJU 361 as a catch-all in-service training course. The department is breaking it into smaller modules to accommodate the needs of its contract agencies. Hess announced that those courses less than 0.5 units would need to go to the Chancellor's Cabinet for additional approval.

Action: Administration of Justice 361D, Defensive Tactics Building Searches; Administration of Justice 361L, Less-Lethal Munitions Training (LLMT); Administration of Justice 366, Radar-Laser Operator (LIDAR); Administration of Justice 369, Drug Influence: 11550; Administration of Justice 392B, Special Topics in Instructor Development: Classroom Presentation were approved for activation at Miramar College pending Chancellor's Cabinet approval and technical review.

Administration of Justice 359, Field Training Officer Update; Administration of Justice 367, Traffic Collision Computer Aided Diagramming; Administration of Justice 368, Critical Incidents/Tactical Commander's Course; Administration of Justice 378, Defensive Tactics Instructor; Administration of Justice 379, Academy Instructor Certification Course (AICC); were approved for activation at Miramar College pending technical review.

M/S/P (Parsons/McGrath)

*Nursing Education 270, Occupational Work Experience in Nursing Education Associate in Science, Licensed Vocational Nurse to Registered Nurse (Advanced Placement)
Licensure, Licensed Vocational Nurse to Registered Nurse, Thirty-Unit Option*

Lombardi announced that these are the final revisions required to finish up the program changes.

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Nursing Education 270, Occupational Work Experience in Nursing Education; Associate in Science, Licensed Vocational Nurse to Registered Nurse (Advanced Placement); Licensure, Licensed Vocational Nurse to Registered Nurse, Thirty-Unit Option

Action: Nursing Education 270, Occupational Work Experience in Nursing Education; Associate in Science, Licensed Vocational Nurse to Registered Nurse (Advanced Placement); Licensure, Licensed Vocational Nurse to Registered Nurse, Thirty-Unit Option were approved for revision at City College pending technical review. M/S/P (Igow/Benard)

Radio and Television 141, Radio News Production

Lombardi reminded the Council that this course was walked-in last year. It was not approved due to questions about its repeatability. The repeatability has been removed and a change has been made to the prerequisite.

Action: Radio and Television 141, Radio News Production was approved for revision at City College pending technical review. M/S/P (Benard/McGrath)

V. STANDING REPORTS

A. Curriculum Updating Project (Hess)

No report.

B. CurricUNET Steering Committee (Hess/Weaver)

Hess announced the Steering Committee has not met, but Governet has resolved formatting issues for CE's course outlines.

C. Student Services Council (Neault)

No report.

D. Joint Meeting Agenda Items

No items.

E. State Academic Senate

Lombardi reported on the recent plenary session. A lot of issues were discussed and voted on. Prerequisite scrutiny is being addressed, but many are waiting for the Curriculum Institute in July for more information.

Parsons added that repeatability was another topic thoroughly discussed, especially relating to activity courses. The Senate passed a resolution to get rid of the activity designation category and redefine courses for both physical education and Art-Fine Art. Hess stated her understanding that intercollegiate courses will not be included in this redefinition.

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Parsons continued that another issue with repeatability is the number of times current students are able to take a course for apportionment. Per Title 5, a student can take a course up to 7 times (though the District's requirements are stricter). This could change; if it does, we may also want to reevaluate our process.

F. Chief Instructional Officers (Barnes, Benard, Ellison, Lee, McGrath)

No report.

G. Articulation Officers (Andersen, Parker, Short)

No report.

VI. ANNOUNCEMENTS

A. The May 12, 2011 CIC meeting will be held at the District Office, room 375.

B. Handouts:

1. April 28, 2011 CIC Meeting Agenda
2. Draft Minutes from the April 14, 2011 CIC meeting
3. Curriculum Summary
4. Curriculum Updating Project

VII. ADJOURNMENT

Meeting adjourned at 3:13 p.m.