

# San Diego Community College District Curriculum and Instructional Council

Meeting of October 11, 2012  
2:00 PM—District Office Room 245

## MINUTES

### **PRESENT:**

Andersen, Libby	Articulation Officer—City
Barnes, Randy	Acting Vice President, Instruction—City
Borinski, Bill	Curriculum Co-Chair—Continuing Education
Buckley, Jerry	Vice President, Instruction —Miramar
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
Parker, Juliette	Articulation Officer—Mesa
Parsons, Michelle	Curriculum Chair—Mesa
Short, Duane	Academic Senate Representative, Articulation Officer—Miramar
Weaver, Roma	Curriculum Co-Chair—Continuing Education

### **ABSENT:**

Ellison, Brian	Vice President, Instruction & Student Services—Continuing Education
Neault, Lynn	Vice Chancellor, Student Services—District Office ( <i>Ex Officio</i> )
Scott, Carmen	Curriculum Technician, Curriculum & Instructional Services—District Office
Shelton, Deanna	Curriculum Co-Chair—City

### **GUESTS:**

Erreca, Lori	Dean, Behavioral & Social Sciences and Consumer & Family Studies—City
Fritch, Margie	Dean, Health Sciences and Public Service—Mesa
Henne, Andrea	Dean, Online & Distributed Learning—District Office

### **STAFF:**

Payne, Desiree	Senior Secretary, Curriculum & Instructional Services—District Office
Plourde, Erica	Curriculum Analyst, Curriculum & Instructional Services—District Office

# San Diego Community College District Curriculum and Instructional Council

*Shelly Hess called the meeting to order at 2:12 p.m.*

## **I. MINUTES AND AGENDA**

### A. Approval of: September 27, 2012 Minutes

*Action: The minutes were approved.  
1 abstention*

MSP (Short/Buckley)

### B. Approval of: October 11, 2012 Agenda

Added to the Agenda  
New Business:

Walk-Ins (Action)

New Courses:

*BIOL 091 Employment Skills in Biotechnology (City)*

*NRSE 265B Nursing Student Success (City)*

New Programs:

*History for Transfer—Associate in Arts Degree (Miramar)*

Program Revisions:

*Dental Assisting—Certificate of Achievement (Mesa)*

*Dental Assisting—Associate in Science Degree (Mesa)*

*Physics for Transfer—Associate in Science Degree (Miramar)*

Massive Open Online Courses (Information)

*Action: The agenda was approved as amended.*

MSP (McGrath/Andersen)

## **II. CURRICULUM REVIEW/APPROVAL**

### A. Approval of Curriculum

Removed from the consent agenda:

*BLAS 125 Dynamics of the Black Community*

*FASH 168 Textiles*

*Action: Curriculum approved as amended.*

MSP (Lombardi/McGrath)

### B. Approval of Program Changes

*Action: The programs were approved by consent.*

MSP (Short/Lombardi)

### C. Approval of Continuing Education Curriculum

No Continuing Education curriculum.

### D. Approval of Continuing Education Program Changes

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No Continuing Education programs.

## E. Curriculum Items Discussed

### *FASH 168 Textiles*

Michelle Parsons explained the Fashion course is replacing Consumer Studies (CONF) 140 and is to be offered spring 2013. Tim McGrath clarified the course will be offered as CONF 140 during spring 2013 and effective fall 2013 the course will be offered as FASH 168. Libby Andersen inquired if CONF 110 will be deactivated. Margie Fritch advised there is no current plan to deactivate CONF 110.

*Action: FASH 168 approved.*

MSP (Andersen/Lombardi)

### *BLAS 125 Dynamics of the Black Community*

Parsons advised the need to discuss the discipline designation with the Sociology department in order to determine equivalencies in all interdisciplinary Black Studies courses. Minimum qualifications and upper division course work were discussed.

*Action: BLAS 125 tabled.*

MSP (McGrath/Andersen)

## III. OLD BUSINESS

### A. MUSC Courses on Hold (Information)

Shelly Hess stated, per Jonathan Fohrman, Elizabeth Norvell is working with Stephanie Robinson to input the changes in CurricUNET for the Commercial Music courses. Once revisions have been made the courses will be brought back to faculty for review and then brought back to CIC for approval.

*Dan Igou arrived at 2:27 p.m.*

### B. September 13, 2012 Curriculum Updating Project Report (Information)

Hess advised the number of course not integrated announced during the September 13, 2012, Curriculum Updating Project Report was incorrect, correct count at the time was 84.

### C. Implementation Plan for Title 5 Repeatability Changes (Information)

Hess reviewed the 2<sup>nd</sup> reading New Repeatability Regulations, 2<sup>nd</sup> reading Repeatability Regulations: Planned Correction for Fall 2013 and 2<sup>nd</sup> reading Repeatability Regulations: Planned Correction for Spring 2013 draft documents provided to committee members. Hess advised electronic copies would also be provided. Parsons recommended replacing the word “repetition” with “repeatability” in all the documents. Jan Lombardi advised additional courses will be added to the list. Hess requested additional courses be provided to her. Dan Igou inquired if a report reflecting addition of courses could be provided. Hess affirmed an update would be provided.

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## IV. NEW BUSINESS

### A. Courses Active but Not Offered (Information)

Hess provided background of the Courses Active but Not Offered report. Hess advised of courses that have not been offered for significant amount of years. Hess advised the determination of which courses should be deactivated is a campus action. Hess recommended campus review reports and examine courses that have not been offered in a number of years, as this may impact accreditation and students' educational goals. Discussion occurred regarding budget cuts and faculty resources. Otto Lee recommended a tracking report be created to indentify progress. Duane Short stated it would be helpful for the report to be produced in an electronic spreadsheet format. Hess advised an electronic spreadsheet is a possibility and if created would be provided for the next academic year's report.

### B. Walk-Ins (Action)

*Dental Assisting—Certificate of Achievement*  
*Dental Assisting—Associate in Science Degree*

Fritch explained the recent accreditation site visit. Fritch advised in preparation for the visit it was discovered some courses were dropped off from the Dental Assisting (DENA) programs. Hess inquired if the current program is to be revised to reflect the addition of the required courses. Discussion occurred regarding DENA course numbers listed in the 2012-2013 Mesa catalog, approval status of the new course numbers and courses on hold. Hess proposed adding DENA 162, 162L, 182 and 182L to the current program and a catalog addendum could be created, in order for the current catalog to be in alignment with the class schedules. Hess recommended the DENA program be brought back to CIC with the new courses numbers. Parsons clarified the programs will automatically update to reflect the approved new course numbers and the program will not require CIC approval. Erica Plourde advised the courses and program will need to be examined in order to determine if CIC approval is required. McGrath recommend approving the addition of the four courses effective fall 2012.

*Action: Addition of 162, 162L, 182, and 182L to Dental Assisting Certificate of Achievement and Associate in Science Degree approved pending tech review.* MSP (McGrath/Barnes)

*History for Transfer—Associate in Arts Degree*

Igou explained the modifications made to the degree. McGrath inquired if the language in the degree would be cause for delay at the State Chancellor's Office. Otto Lee advised of an upcoming conference call to be had with the California Community College's Vice Chancellor of Academic Affairs, Barry Russell, regarding the preferred transfer degree format.

*Action: History for Transfer Associate in Arts Degree approved pending tech review.* MSP (Parker/Igou)

*Physics for Transfer—Associate in Science Degree*

Short explained the degree. Short noted should students select the Intersegmental General Education Transfer Curriculum pattern the program can be completed within 60 units, should students select

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the General Education pattern more than 60 units will be required. Short added he had attempted to obtain feedback on how this will be reviewed at the state level but has not received a clear response.

*Action: Physics for Transfer Associate in Science Degree approved pending tech review.*

MSP (McGrath/Andersen)

### *NRSE 265B Nursing Student Success*

Lombardi provided background on the experimental course. Discussion occurred regarding the course and funding. Parsons recommended the mathematics advisory be reviewed.

*Action: NRSE 265B approved pending tech review.*

MSP (Barnes/Lombardi)

*Tim McGrath left the room at 2:56 p.m.; returned at 3:01 p.m.*

### *BIOL 091 Employment Skills in Biotechnology*

Lombard advised the course will replace BIOL 265C. Discussion occurred regarding the course, lab hours and budget resources.

*Action: BIOL 091 approved pending tech review.*

MSP (Parson/Andersen)

### Massive Open Online Courses (Information)

Lombardi advised City's senate has been informed of a Massive Open Online Courses (MOOC) grant application, funded by the Bill & Melinda Gates Foundation, to offer a Psychology 101 course at City. Lombardi added it has been relayed the same grant application has been submitted for an English course at Mesa. Lombardi stated City's Academic Senate is requesting the MOOC grant be held until further research can be conducted. McGrath explained the MOOC grant application for Mesa. Discussion occurred regarding the grant, curriculum process, impact on budget, faculty review and development resources and impact on students. Lee recommended a MOOC discussion occur at a future meeting and suggested Andrea Henne provide an information session.

## V. STANDING REPORTS

### A. Curriculum Updating Project (Hess)

Hess advised as of September 27, 2012 the number of courses not integrated is 82.

### B. CurricUNET Steering Committee (Hess/Weaver)

Hess advised a meeting is to be scheduled.

### C. Student Services Council (Neault)

No report.

### D. SB 1440 (Lee)

Lee reviewed the recent San Diego Imperial County Community College Association (SDICCA) meeting attended by himself, Vice Chancellor Lynn Neault and the Vice Presidents of Instruction. At the meeting Sandra Cook from San Diego State University (SDSU) commented on the SB 1440 degrees and SDSU's acceptance of the state-wide Transfer Model Curriculum (TMC) model degrees, advising the SDSU recommended degrees would be benefit students transferring to SDSU. A SB 1440 handout, provided at the SDICCA meeting, was distributed. Lee reviewed the handout.

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Short confirmed Cook's statement regarding the curricular aspect of acceptance of the TMC degrees, as stated by Lee. Short relayed Cook's clarification of admission priority for students; students with an Associate Degree for Transfer from a local college, south of the I-56, will have first priority, students with a TMC degree from a non-local college will have second priority and students who complete the major preparation are given priority following the first two groups. Short advised City's approach to listing advisement notes on the TMC degrees regarding SDSU courses was shared at the meeting and well received. Short provided information on new degree options. Parson inquired if students would be able to change their major once admitted. Short relayed Cook advised, in general, students will not be able to change majors once admitted though exceptions may be made for specializations within the major. Discussion occurred regarding TMC degrees to be offered. Lee advised the "It is recommended to select courses that meet...." language listed on the TMC degrees submitted on the October 18, 2012 Board Agenda was revised to "It is recommended that students select courses which meet lower division major preparation requirements for their transfer university." Hess advised CurricUNET will be update to reflect the revision.

E. State Academic Senate

Lombardi advised of a recent meeting where SB 1440, repeatability and prerequisites were discussed. Lombard stated the fall Plenary Session will be held in November and an Area B meeting is to be held soon. Discussion occurred regarding development of families to comply with repeatability changes.

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

No report.

G. Articulation Officers (Andersen, Parker, Short)

Andersen thanked Lee for the budgetary support for the recent Southern California Intersegmental Articulation Council (SCIAC) meeting. Short provided a review of the SCIAC meeting.

### **VI. ANNOUNCEMENTS**

A. Lee reminded the committee the next CIC meeting will be the last meeting to approve courses and programs for fall 2012 Board approval.

B. Hess advised the October 11, 2012, meeting was to be a joint meeting with Student Services Council; the meeting has been rescheduled to November 29, 2012. Hess displayed a joint meeting agenda document. Committee discussed and recommended joint agenda items.

C. The next meeting will be held Thursday, October 25, 2012 2:00-4:00 p.m. at the District Office, room 245.

D. Handouts:

1. October 11, 2012 CIC Meeting Agenda
2. Draft Minutes from the September 27, 2012 CIC Meeting
3. Curriculum Summary
4. Curriculum Updating Project
5. New Repeatability Regulations (2<sup>nd</sup> reading)
6. Repeatability Regulations: Planned correction for Fall 2013 (2<sup>nd</sup> reading)
7. Repeatability Regulations: Planned correction for Spring 2013 (2<sup>nd</sup> reading)

### **VII. ADJOURNMENT**

**San Diego Community College District  
Curriculum and Instructional Council**

*Shelly Hess adjourned the meeting at 3:56 p.m.*