

San Diego Community College District Curriculum and Instructional Council

Meeting of April 11, 2013
2:00 PM–District Office Room 245

MINUTES

PRESENT:

Barnes, Randy	Vice President, Instruction—City
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
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
Vizcarra, Perla	Counseling Faculty—City (proxy for Libby Andersen)
Weaver, Roma	Curriculum Chair—Continuing Education

ABSENT:

Andersen, Libby	Articulation Officer—City
Ellison, Brian	Vice President, Instruction & Student Services—Continuing Education
Lombardi, Jan	Curriculum Co-Chair—City

GUEST:

Erreca, Lori	Dean, Behavioral & Social Sciences and Consumer & Family Studies—City
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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 2:01 p.m.

Hess introduced Perla Vizcarra as Libby Andersen's proxy for the meeting. Council members introduced themselves.

I. MINUTES AND AGENDA

A. Approval of: March 14, 2013 Minutes

Shelly Hess advised DRAM 250 was added as approved, pending tech review, to the DRAM expedited approval (pg. 4), Liberal Arts and Sciences with an Emphasis in Science Studies-Kinesiology and Nutrition Associate in Arts and Liberal Studies Elementary Education Preparation Associate in Arts were added to Mesa's EXSC expedited approval (pg. 5) and language was revised in the ENGL 245A/B discussion (pg. 9). Hess read the updated ENGL 245A/B discussion.

Deanna Shelton noted the EXSC subject indicator was misspelled in the minutes. Hess advised the indicator would be corrected.

Action: The minutes were approved.

MSP (Buckley/Weaver)

B. Approval of: April 11 2013 Agenda

Added to the agenda:

Hess advised Otto Lee has requested tabled curriculum be discussed after New Business Item A.

Walk-Ins:

1. ARTG 148C Portfolio Building (City)
2. BIOL 206 Biotechnology Instrumentation (City)
3. Communication Studies Certificate of Achievement (City)
4. DJRN 200 Newswriting for Multimedia (City)
5. DJRN 211 Online News Concepts for Publication (City)
6. DJRN 212 News Publication Management (City)
7. DJRN 213 Advanced News Publication Management (City)
8. DJRN 290 Independent Study (City)
9. JOUR 205 Editing for Print Journalism (City)
10. RTVF 296 Individualized Instruction in Radio & Television (City)
11. Architecture Transfer Certificate of Achievement (Mesa)
12. Architecture Transfer Associate in Arts (Mesa)
13. Art History Emphasis Associate in Arts (Mesa)
14. Creative Writing Certificate of Performance (Mesa)
15. DRAM 100A Fundamentals of Performance and Production I (Mesa)
16. DRAM 100B Fundamentals of Performance and Production II (Mesa)
17. DRAM 104A Theatre Company Performance I (Mesa)
18. DRAM 104B Theatre Company Performance II (Mesa)
19. DRAM 200A Fundamentals of Performance and Production III (Mesa)
20. DRAM 200B Fundamentals of Performance and Production IV (Mesa)
21. DRAM 204A Theatre Company Performance III (Mesa)
22. DRAM 204B Theatre Company Performance IV (Mesa)
23. DRAM 260A Spanish One Acts Production and Performance (Mesa)
24. Dramatic Arts Associate in Arts (Mesa)
25. ENGL 245A Writing Creative Nonfiction (Mesa)
26. ENGL 245B Advanced Creative Nonfiction (Mesa)

San Diego Community College District Curriculum and Instructional Council

27. ENGL 252A Fundamentals of Fiction Writing (Mesa)
28. ENGL 252B Intermediate Fiction Writing (Mesa)
29. English Associate in Arts (Mesa)
30. Liberal Arts and Sciences with an Emphasis in Arts Studies-Drama Associate in Arts (Mesa)
31. Liberal Arts and Sciences with an Emphasis in Language Arts and Humanities Studies-English Associate in Arts (Mesa)
32. MUSI 174A Individualized Study (Mesa)
33. MUSI 174B Individualized Study (Mesa)
34. MUSI 174C Individualized Study (Mesa)
35. MUSI 174D Individualized Study (Mesa)
36. MUSI 274A Applied Music (Mesa)
37. MUSI 274B Applied Music (Mesa)
38. MUSI 274C Applied Music (Mesa)
39. MUSI 274D Applied Music (Mesa)
40. Music Studies Associate in Arts (Mesa)
41. Woodbury Transfer Track Certificate of Achievement (Mesa)
42. Woodbury University Transfer Track Associate in Science (Mesa)

Action: The agenda was approved.

MSP (Buckley/Igou)

II. CURRICULUM REVIEW/APPROVAL

A. Approval of Curriculum

Action: The curriculum was approved by consent.

MSP (Igou/Short)

B. Approval of Program Changes

Action: The programs were approved.

MSP (Parsons/Short)

C. Approval of Continuing Education Curriculum

No Continuing Education curriculum.

D. Approval of Continuing Education Program Changes

No Continuing Education programs.

III. NEW BUSINESS

A. Exercise Science (EXSC)/Physical Education (PHYE) Implementation (Information)

Lee advised there have been recent developments in the implementation date for the EXSC curriculum approved at the March 14, 2013, CIC meeting. Lee explained deadlines were discussed at PHYE meetings and he has been informed the deadlines were not met. Major Milestones spreadsheet distributed. Lee stated at the end of the March 14 CIC meeting discussion occurred regarding alternate options should the EXSC curriculum not be implemented for the 2013-2014 academic year. Lynn Neault advised the coding in the system around PHYE is complex, not as simple as when speech changed to communication studies. Neault listed examples of several screens impacted by PHYE coding; including athletics, intercollegiate and education plans. Neault advised if Student Services were to only focus on EXSC coding and testing it would take an

San Diego Community College District Curriculum and Instructional Council

estimated 14 weeks to complete. Neault explained the challenge of completing this amount of workload in a brief amount of time; scheduling, catalogs, programming, testing and education plans. Neault advised due to the volume of coding and testing required the EXSC curriculum changes cannot be implemented for fall 2013. Lee summarized the other activity course (i.e. dance, drama) are scheduled to implement fall 2013. Neault advised testing is currently being conducted on these courses.

Lori Erreca arrived at 2:15 p.m.

Lee asked Neault if leveling of current PHYE courses is an option for fall 2013. Neault advised leveling of PHYE courses could be an option and cautioned challenges revolve around this approach as well. Neault recommended using the current PHYE curriculum for the 2013-2014 academic year and address student issues with course repeatability on a case by case basis. Michelle Parsons inquired if implementing in the spring would be an option. Neault stated as far as coding and testing spring may work, though spring may not work for articulation, catalogs, student education plans, etc. Parsons inquired if EXSC families are in the system. Neault advised the newly approved EXSC families are not in the system. Neault noted the existing PHYE families are in the system. Hess added when EXSC was developed the families and courses were regrouped. Neault advised moving courses to different families would not be an issue. Impact of fall 2013 repeatability statute on PHYE curriculum discussed. Duane Short inquired if EXSC curriculum could be implemented during the spring in order to meet the articulation approval deadline for this year. Juliette Parker advised this approach could result in complications with universities recognizing PHYE and EXSC courses. Articulation discussed. Perla Vizcarra stated Libby Andersen's recommendation was to delay designator change to 2014-2015. Parker recommended, as discussed at the District Articulation Council (DAC) meeting, a notation be added to course outlines noting effective fall 2013 courses are non-repeatable.

Tim McGrath arrived 2:24 p.m.

Reactivating historical PHYE courses discussed. Jerry Buckley inquired if selected EXSC courses could be implemented in fall 2013. Neault stated partial conversion with EXSC is not an option and offered leveling of selected PHYE courses would be an option. Neault suggested selecting a few PHYE courses and leveling those courses for the 2013-2014 academic year. Neault explained the high volume of workload is related to the designator change. Alpha-numeric numbering for PHYE courses discussed. McGrath inquired if PHYE courses could be offered as is and students could petition for repeatability. Discussion occurred regarding student impact and funding issues. Parsons advised an additional concern may be enrollment decreasing if PHYE courses are non-repeatable in 2013-2014. Discussion occurred regarding enrollment numbers and funding. Short recommended the articulation officers be involved with any modifications to the PHYE curriculum for 2013-2014 as submittal for articulation is due June 2013. Hess advised at the March 14 CIC meeting programs were revised to reflect the EXSC designator and these programs would need to be revised. Hess added the programs would need to be revised and resubmitted to CIC again should EXSC be implemented in fall 2014.

Neault explained the recent equivalency issues with leveling of EXSC courses; in order for an EXSC A and B course to be equivalent to the original PHYE course, the EXSC A and B would need to be equivalent to each other. Hess recommended the equivalency be removed from the B courses. Students self placement in levels, non-credit for lower level courses and financial aid discussed. Lee thanked everyone for their insight and recommendations, and noted a PHYE meeting is scheduled after CIC.

San Diego Community College District Curriculum and Instructional Council

Lynn Neault left the meeting at 2:47 p.m.

Tim McGrath left the room at 2:48 p.m.; returned at 2:51 p.m.

B. Walked-In Curriculum (Action)

1. ARTG 148C Portfolio Building (City)

Shelton advised the 148A course has already been approved, 148B is listed on the summary and 148C is a new course in the portfolio series. Shelton stated 148C focuses on portfolio building for employment and transfer. Short inquired if A, B and C are prerequisites to each other. Shelton stated the courses do not have prerequisites assigned to one another. Hess advised she would consult with dean and faculty regarding assignment to a family group.

Action: ARTG 148C approved, pending tech review.

MSP (Buckley/Vizcarra)

2. BIOL 206 Biotechnology Instrumentation (City)

Shelton stated the course was revised to meet six year review, prerequisites were updated.

Action: BIOL 206 approved, pending tech review.

MSP (Short/Buckley)

3. Communication Studies Certificate of Achievement (City)

Shelton advised a certificate of performance currently exist for this award title. Hess questioned if the award was career technical. Shelton stated the award is for the transfer option. Short noted the award should be submitted to the state as a transfer program and the articulation will need to be reviewed. Shelton advised articulation was discussed at City's curriculum meeting.

Action: Communication Studies Certificate of Achievement approved, pending tech review.

MSP (Short/Parsons)

4. DJRN 200 Newswriting for Multimedia, 211 Online News Concepts for Publication, 212 News Publication Management and 213 Advanced News Publication Management (City)

Shelton advised the walked in DJRN courses are revisions, except for 290. Shelton added 211, 212 and 213 have been revised from lecture/lab to lab. Shelton read an email from Roman Koenig, explaining the revision to the lab only delivery method. Parker advised the courses may need to be cross listed with Mesa's journalism courses. Hess inquired if the courses should be tabled pending discussion with Mesa. Shelton inquired how the delay would impact inclusion in the catalog. Hess advised at this point there are no guarantees courses walked-in will be included in the 2013-2014 catalog. Cross listing discussed.

San Diego Community College District Curriculum and Instructional Council

Action: DJRN 200 approved, pending tech review. DJRN 211, DJRN 212 and DJRN 213 tabled for further discussion.

MSP (Parsons/Short)

5. DJRN 290 Independent Study (City)

New course created to offer independent study in digital journalism.

Action: DJRN 290 approved, pending tech review.

MSP (Weaver/Igou)

6. JOUR 205 Editing for Print Journalism (City)

Shelton advised the course has been revised to include additional prerequisites. Parsons inquired if Mesa faculty was included in the approval process. Comments viewed in CurricUNET. Mesa approvals defaulted.

Action: JOUR 205 tabled until the next meeting.

MSP (McGrath/Parker)

Lori Erreca left the room at 3:06 p.m.; returned at 3:10 p.m.

7. RTVF 296 Individualized Instruction in Radio & Television (City)

Shelton advised the course has been revised as a result of the designator change. Short inquired on the urgency to approve walked-in curriculum if the catalog deadline has passed. Shelton advised RTVF designator change will be in the 2013-2014 catalog and the 296 should be included. Hess confirmed the RTVF designator change should be reflected accurately in the catalog and noted Mesa's walked-in curriculum is related to the fall 2013 non-repeatability.

Action: RTVF 296 approved, pending tech review.

MSP (McGrath/Short)

8. Art History Emphasis Associate Arts (Mesa)

Parsons advised the award was missed in the expedited approval and has been revised to reflect the revisions to the art curriculum.

Action: Art History Emphasis Associate in Arts approved, pending tech review.

MSP (Parker/Weaver)

9. Architecture Transfer Certificate of Achievement and Architecture Transfer Associate in Arts (Mesa)

Parsons stated the program has been revised to reflect the ARCH 180A, 180B and 180C.

Action: Architecture Transfer Certificate of Achievement and Architecture Transfer Associate in Arts approved, pending tech review.

MSP (McGrath/Weaver)

San Diego Community College District Curriculum and Instructional Council

10. *ENGL 245A Writing Creative Nonfiction, ENGL 245B Advanced Creative Nonfiction, ENGL 252A Fundamentals of Fiction Writing, ENGL 252B Intermediate Fiction Writing, Creative Writing Certificate of Performance, English Associate in Arts and Liberal Arts and Sciences with an Emphasis in Language Arts and Humanities Studies-English Associate in Arts (Mesa)*

Parsons reviewed ENGL 245A (revision) and 245B (new) discussion at March 14 CIC meeting. Parsons advised ENGL 245B is included in the English Transfer Model Curriculum (TMC) degree and San Diego State University will accept ENGL 245A or 245B. Parsons stated she was unsure if credit would be awarded for both courses. Parker advised other colleges offer levels of creative writing and credit should be awarded, and accepted by other colleges and/or universities, for both courses.

Otto Lee left the meeting at 3:13 p.m.

Tim McGrath left the room at 3:13 p.m.; returned at 3:24 p.m.

Parsons explained 252A and 252B are reactivations replacing ENGL 253 Fundamentals of Fiction Writing. Parsons noted City and Miramar faculty have been informed and have no issues with these courses. Short inquired if ENGL 254 Intermediate Fiction Writing will remain in the catalog. Parsons stated 254 should be removed. Current ENGL fiction writing courses and course numbers discussed. Parsons advised the awards have been revised to reflect the course revisions. ENGL 245B recommended to be voted on separately from revisions and reactivations.

Action: ENGL 245A, ENGL 252A, ENGL 252B, Creative Writing Certificate of Achievement, English Associate in Arts and Liberal Arts and Sciences with an Emphasis in Language Arts and Humanities Studies-English Associate in Arts approved, pending tech review and pending deactivation of ENGL 235 and 254.

MSP (Parker/Parsons)

Action: ENGL 245B approved, pending tech review.

MSP (Parker/Weaver)

1 opposed; 1 abstained.

11. *DRAM 100A Fundamentals of Performance and Production I, DRAM 100B Fundamentals of Performance and Production II, DRAM 104A Theatre Company Performance I, DRAM 104B Theatre Company Performance II, DRAM 200A Fundamentals of Performance and Production III, DRAM 200B Fundamentals of Performance and Production IV, DRAM 204A Theatre Company Performance III, DRAM 204B Theatre Company Performance IV, DRAM 250 Rehearsal, Production and Performance, DRAM 260A Spanish One Acts Production and Performance Dramatic Arts Associate in Arts and Liberal Arts and Sciences with an Emphasis in Arts Studies-Drama Associate in Arts (Mesa)*

Parsons advised Mesa's faculty would like deactivate DRAM 250 and replace the course with DRAM 104A, 104B, 204A, 204B and 260A (new courses). Parsons noted DRAM 260B is in development. Deactivation of DRAM 250 at Mesa added as a walk-in. Erica Plourde clarified DRAM 100A, 100B, 200A and 200B were revised as new corequisites. Articulation discussed. Parsons stated the degrees have been revised to reflect the new courses, 250 deactivation and 200A and 200B revisions.

San Diego Community College District Curriculum and Instructional Council

Action: DRAM 100A, DRAM 100B, DRAM 104A, DRAM 104B, DRAM 200A, DRAM 200B, DRAM 204A, DRAM 204B, DRAM 250, DRAM 260A, Dramatic Arts Associate in Arts and Liberal Arts and Sciences with an Emphasis in Arts Studies-Drama Associate in Arts approved, pending tech review.
MSP (Parker/Weaver)

12. *MUSI 174A Individualized Study, MUSI 174B Individualized Study, MUSI 174C Individualized Study, MUSI 174D Individualized Study, MUSI 274A Applied Music, MUSI 274B Applied Music, MUSI 274C Applied Music, MUSI 274D Applied Music and Music Studies Associate in Arts (Mesa)*

Parsons advised the new courses were created to meet the fall 2013 repeatability statute. Short inquired how courses differ from individual study and applied music courses currently offered. Hess advised it appears 174A-D and 274A-D courses are replacing MUSI 275A-D and MUSI 276A-D. Short inquired if MUSI 275A-D and 276A-D deactivations should be included in the approval. Proposal status of 275A-D and 276A-D deactivations discussed.

Action: MUSI 174A, 174B, 174C, 174D, 274A, 274B, 274C, 274D approved, pending tech review and pending deactivation of MUSI 275A, 275B, 275C, 275D, 276A, 276B, 276C and 276D deactivation.
MSP (Short/Weaver)

Vizcarra inquired if approval of the ENGL courses would be dependent on ENGL 253 and 254 deactivations as well. Plourde confirmed. Parsons advised the deactivations would be submitted for approval.

13. *Woodbury Transfer Track Certificate of Achievement and Woodbury University Transfer Track (Mesa)*

Parsons advised the degrees are architecture program awards and have been revised to reflect ARCH 180A.

Action: Woodbury Transfer Track Certificate of Achievement and Woodbury University Transfer Track Associate in Arts approved, pending tech review.
MSP (McGrath/Parsons)

IV. STANDING REPORTS

- A. Curriculum Updating Project (Hess)

No report.

- B. CurricUNET Steering Committee (Hess/Weaver)

No report

- C. Student Services Council (Neault)

No report.

- D. SB 1440 (Lee)

San Diego Community College District Curriculum and Instructional Council

Hess reported Mesa's Geography, Journalism and Kinesiology have been approved by the state. Hess advised a chart, produced by the State Chancellor's Office, was presented at a recent meeting reflecting the goals for the associate transfer degrees and it appears the state accepted the District's recommendations. Short asked if a copy of the document could be provided. McGrath inquired on the status on the General Education plan. Hess advised a subcommittee has been formed and the next step is to schedule a meeting. McGrath inquired if subcommittees could be discussed more often at CIC. Hess advised subcommittees could be added as a Standing Report item. Hess reported the Policies and Procedures Subcommittee is scheduled to meet Friday, April 19 to discuss assignment of courses to disciplines. Short inquired if the assignment courses to disciplines would be different from the current process. Parsons advised this is the issue proposed for discussion at the meeting, as the current discipline list lacks direct guidance.

E. State Academic Senate

2013 Spring Plenary Session will take place on April 18-20 2013. Report to be provided at the next CIC meeting.

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

Buckley reported discussions at a recent meeting session concerning college standard and Massive Open Online Courses. Buckley added accreditation interfering with innovative development at the colleges was brought up by an audience member. Hess inquired if there was mention of when the state plans to produce guidelines for repeatability. Buckley advised per discussion it appears the state will review the courses submitted as a result of the fall 2013 repeatability statute and feedback will be received depending on audit of courses.

G. Articulation Officers (Andersen, Parker, Short)

No report. Hess noted the officers will be attending a conference and will not be present at the April 25 CIC meeting.

H. C-ID (Andersen, Parker, Short)

Hess reported Mesa's Academic Senate approved the C-ID process and submittal can occur. Parker inquired on process for TMC degrees. Hess advised the TMCs can be submitted for CIC approval and, pending Board of Trustees approval, state approval and C-ID approval can be submitted at the same time. Hess advised DAC should determine a priority submittal list.

V. ANNOUNCEMENTS

A. The next meeting will be held Thursday, April 25, 2013 2:00-4:00 p.m. at the District Office in room 245.

B. Handouts:

1. April 11, 2013 CIC Meeting Agenda
2. Draft Minutes from the March 14, 2013 CIC Meeting
3. Curriculum Summary
4. Major Milestones spreadsheet

VI. ADJOURNMENT

Shelly Hess adjourned the meeting at 3:45 p.m.