

San Diego Community College District Curriculum and Instructional Council

Meeting of May 12, 2016
2:00 PM
District Office
3375 Camino Del Rio S.
San Diego, CA 92108
Conference Room 220

Minutes

PRESENT:

Bulger, Stephanie	Vice Chancellor, Instructional Service & Planning—District Office
Hess, Shelly	Dean, Curriculum and Instructional Services—District Office
Hopkins, Paulette	Interim Vice President, Instructional Services—Miramar
McGrath, Tim	Vice President Instructional Services — Mesa
Norvell, Elizabeth	Articulation Officer—City
Palma-Sanft, Mara	Articulation Officer—Miramar
Parker, Juliette	Articulation Officer—Mesa
Shelton, Deanna	Curriculum Chair—City
Short, Duane	Curriculum Chair—Miramar

ABSENT:

Kilmer, Renee	Interim Vice President, Instructional Services—City
Marrone, Erica	Curriculum Analyst, Curriculum & Instructional Services—District Office
Matthew, Esther	Interim Vice President, Instruction and Student Services, Continuing Education
Namdar, Donna	Curriculum Chair—Continuing Education
Neault, Lynn	Vice Chancellor, Student Services—District Office
Parsons, Michelle Toni	Curriculum Chair—Mesa

STAFF:

Meredith, Jasmine	Senior Secretary, Curriculum & Instructional Services—District Office
Payne, Desiree	Curriculum Technician, Curriculum & Instructional Services—District Office
Radley, Michelle	Curriculum Technician, Curriculum & Instructional Services—District Office
Scott, Carmen	Curriculum Technician, Curriculum & Instructional Services—District Office

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Shelly Hess called the meeting to order at 2:06 p.m.

I. MINUTES AND AGENDA

A. Approval of: April 28, 2016, Minutes (*Action*)

Short made suggested edits to the minutes.

Norvell explained the committee moved and voted on the course indicator change from TAGA to FILI at the April 28, 2016 meeting. She questioned whether subject indicator changes are voted on at the meetings. If the action is an error, she requested to make a note of the error in the May 12, 2016 meeting minutes. Hess mentioned she will check on the process.

<i>Recommend Approval of April 28, 2016 Minutes as Amended</i>
<i>Motion by Short</i>
<i>Second by Palma-Sanft</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Hopkins, McGrath, Norvell, Shelton</i>
<i>Abstained: Parker</i>

B. Approval of May 12, 2016, Meeting Agenda (*Action*)

Walk-Ins:

Miramar:

- PHIL 102A
- MUSI 103
- FIPT 270

Mesa:

- HEIT 110
- PHIL 131

City:

- ART 156A, 179A
- HUMS 111, 114
- INWT 135, 200
- MATH 092, 119
- PHOT 070
- SOCO 145
- NRSE: 140, 141, 142, 143, 144, 145, 146, 147, 235, 240, 241, 242, 243, 244, 245, 246, 270
- PHOT:150, 180, 213, 218
- AGRI Plant Science (ADT)

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- COSM AS-Program Revision Includes PHOT 070 (remove chemistry)

Quorum lost at 2:28 p.m. Break commenced at 2:30 p.m. The committee reviewed the standing reports while waiting for a proxy to reach quorum. Hess was given permission from McGrath to be his proxy.

<i>Recommend Approval of Agenda as Amended</i>
<i>Motion by Short</i>
<i>Second by Norvell</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Hess(on behalf of McGrath), Hopkins, Palma-Sanft, Parker, Shelton</i>

Shelton requested to amend the agenda to add item numbers nine and ten—AGRI Plant Science for Transfer and COSM Associate Degree, respectively—to the walk-in list. This took place during the discussion of New Business.

<i>Recommend Approval of Agenda as Amended</i>
<i>Motion by Norvell</i>
<i>Second by Hopkins</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Hess (on behalf of McGrath), Palma-Sanft, Parker, Shelton, Short</i>

II. CURRICULUM REVIEW/APPROVAL

A. Approval of Curriculum (*Action*)

Short suggested to combine the curriculum from the colleges with the curriculum from Continuing Education. He reasoned that combining the curriculum is a more time efficient approach for the council to review and approve the curriculum.

<i>Recommend Approval of Curriculum Review</i>
<i>Motion by Short</i>
<i>Second by Palma-Sanft</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Hess(on behalf of McGrath), Hopkins, Norvell, Parker, Shelton</i>

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B. Approval of Program Changes (*Action*)

<i>Recommend Approval of Program Changes</i>
<i>Motion by Short</i>
<i>Second by Parker</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Hess (on behalf of McGrath), Hopkins, Norvell, Palma-Sanft, Shelton</i>

C. Approval of Upper Division Curriculum (*Action*)

No upper division curriculum.

D. Approval of Upper Division Program Changes (*Action*)

No upper division program changes.

E. Approval of Continuing Education Curriculum (*Action*)

No Continuing Education curriculum.

F. Approval of Continuing Education Programs (*Action*)

No Continuing Education programs.

G. Approval of General Education (GE) (*Action*)

Radley requested Meredith make a change from DRAM 129 to DRAM 129A. Radley stated she will add SOCO 145 on the GE approval list for City. Parker reported Mesa would like to add PHIL 131 to the list.

<i>Recommend Approval of General Education</i>
<i>Motion by Short</i>
<i>Second by Norvell</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Hess (on behalf of McGrath), Hopkins, Palma-Sanft, Parker, Shelton</i>

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III. OLD BUSINESS

A. 2016-2017 CIC Calendar (Action)

Hess explained curriculum submitted after schedule production deadlines will have a later effective date.

<i>Recommend Approval of the 2016-2017 CIC Calendar</i>
<i>Motion by Shelton</i>
<i>Second by Norvell</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Hess (on behalf of McGrath), Hopkins, Palma-Sanft, Parker, Short</i>

IV. NEW BUSINESS

A. Walk-Ins

Miramar:

PHIL 102 and MUSI 103:

Short explained PHIL 102 and MUSI 103 were proposed for distance education with an effective date of spring 2017. Short requested to have an effective date of fall 2016. He explained he was advised to use the current proposal in curricUNET and to update the effective date if the courses were approved at the May 12th meeting.

<i>Recommend Approval of PHIL 102 and MUSI 103 For An Effective Date of fall 2016</i>
<i>Motion by Short</i>
<i>Second by Palma-Sanft</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Hess (on behalf of McGrath), Hopkins, Norvell, Parker, Shelton</i>

FIPT 270:

Short reported FIPT 270 was deactivated a year and a half ago due to extended timelines. He explained Miramar would like to offer the course. There is a pending reactivation in curricUNET.

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<i>Recommend Approval of The Reactivation of FIPT 270</i>
<i>Motion by Short</i>
<i>Second by Norvell</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Hess (on behalf of McGrath), Hopkins, Palma-Sanft, Parker, Shelton</i>

Mesa:

HEIT 110:

Parker explained HEIT 110 is being proposed for DE only with an effective date for fall 2016.

<i>Recommend Approval of HEIT 110 for Distance Education and An Effective Date of fall 2016</i>
<i>Motion by Short</i>
<i>Second by Palma-Sanft</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Hess (on behalf of McGrath), Hopkins, Norvell, Parker, Shelton</i>

PHIL 131:

Parker reported Mesa would like to activate PHIL 131 with an effective date of spring 2017. She requested UCTCA, District General Education (DGE) and Transfer General Education (TGE) approval. She explained if PHIL 131 does not receive DGE and TGE in time, Mesa would at least like to have UCTCA approval.

City:

ARTF 156A and ARTF 179A

Shelton reported ARTF 156A is preparation for Multimedia Fine Arts. The course is part of City's Associate Degree.

ARTF 179A

Shelton reported ARTF 179A is a reactivation that was created with a revision name. This is an occupational course for the Associate's Degree.

HUMS 111 and HUMS 114

Shelton reported HUMS 111 is for the Community Health Workers Certificate and was revised to meet industry standards.

She reported HUMS 114 is a foundational course for the Youth Development Certificate and is needed to meet the industry needs for those working with the youth, corrections and mental health.

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INWT 135 and INWT 200

Shelton explained both courses are new and for Certificates of Performance. She mentioned they are to meet the state-wide information communication technology initiative. INWT 135 is on the Distance Education proposal.

PHOT 070

Shelton reported PHOT 070 is for Distance Education only. It is a marketing promotional course. Going into Cosmetology Degree. City would like an effective date of Fall 2016.

SOCO 145

Shelton proposed SOCO 145 for General Education in the following areas: UCTCA, District G.E., CSU G.E. and IGETC.

NRSE: 140, 141, 142, 143, 144, 145, 146, 147, 235, 240, 241, 242, 243, 244, 245, 246, 270

Shelton explained the nursing courses have been updated to meet industry standards for accreditation.

PHOT 150, 180, 213, 218

Shelton reported PHOT 150, 180, 213, and 218 are proposed for Distance Education only with an effective date of fall 2016.

<i>Recommend Approval of ARTF 156A, 179A; HUMS 111, 114; INWT 135,200; PHOT 070; SOCO 145-PROPOSE FOR G.E. (UCTCA, DIST. G.E. , CSU GE, IGETC); NRSE: 140, 141,142, 143, 144, 145, 146, 147, 235, 240, ,241, 242, 243, 244, 245, 246 270 and PHOT 150, 180, 213, 218-DE ONLY</i>

<i>Motion by Short</i>

<i>Second by Palma-Sanft</i>

<i>Final Resolution: Motion carries</i>

<i>Aye: Hess (on behalf of McGrath), Hopkins, Norvell, Parker, Shelton</i>

Math 092; Math 119

Shelton reported City would like to activate MATH 092 as an entry to MATH 119. MATH 119 requires updates for C-ID and was now has updated DE components.

Short reported Miramar's Curriculum Review Committee believes the course should be a 4-unit course or should have an additional lab course to help teach the additional content required by C-ID. Short made clear that Miramar will vote to approve the course only because MATH 119 is under pressure to gain C-ID approval. However, Miramar does not agree with the MATH 119 proposal. Miramar

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requested their disapproval of the proposal of MATH 119 in the minutes to continue the discussion when the issue is revisited.

Norvell mentioned City’s math faculty agrees with the class being 4 units, but does not agree with the idea of having an additional lab course.

Parker reported the C-ID for MATH 119 is stuck. She explained the CSU G-AC committee would like to keep the one descriptor and to allow different intermediate algebra courses to be included as prerequisites. However, a resolution did not come to pass. Parker explained to the C-ID committee that institutions are in a holding pattern and how some of their programs are unable to move forward. Hopkins presented two options: 1. Wait until MATH 092 is approved. 2. Pull the course and allow other programs to be approved.

Norvell mentioned City will submit the course once the new descriptor is finalized.

Hess wanted to clarify if there will be an articulation issue with City offering MATH 119 as fully-online since Mesa is offering it fully-online and City offers it a partially online. Norvell explained Mesa did that so the exams can take place in the classroom and that there is not an issue with offering the course fully online.

<i>Recommend Approval of MATH 092 and MATH 119</i>
<i>Motion by Short</i>
<i>Second by Palma-Sanft</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Hopkins, Norvell, Shelton</i>
<i>Abstained: Hess (on behalf of McGrath), Parker</i>

AGRI Plant Science for Transfer:

Shelton reported the Agriculture Plant Science for Transfer Degree is a new program and associate degree for transfer.

COSM Associate Degree

Shelton reported the COSM Associate Degree was revised to include PHOT 070 and to remove the chemistry requirement.

<i>Recommend Approval of AGRI Plant Science for Transfer and COSM Associate Degree</i>
<i>Motion by Palma-Sanft</i>
<i>Second by Norvell</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Hess (on behalf of McGrath), Hopkins, Parker, Shelton, Short</i>

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I. **STANDING REPORTS**

A. Curriculum Updating Project (Hess)

No Report.

B. CurricUNET Steering Committee (Hess)

No Report.

C. Student Services Council (Neault)

No Report.

D. State Academic Senate

No Report.

E. Chief Instructional Officers (Bulger, Matthew, Hopkins, Kilmer, McGrath)

No Report.

F. Articulation Officers (Norvell, Palma-Sanft, Parker)

Parker reported the Articulation Officers attended the annual Conference. Parker announced she will be on sabbatical leave fall 2016.

G. ADT/C-ID (Norvell, Palma-Sanft, Parker)

No Report.

H. Subcommittees (Bulger)

Hess reported the following from the Policies and Procedures Subcommittee meeting:

- Completed review of all policies
- The committee will have an all-day retreat on Thursday, June 30, 2016

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- The policies and procedures will be sent in August to CIC for a virtual vote
- The campuses will take the approved policies and procedures to their Academic Senates in September

Short reported he will bring the policies and procedures to Miramar's CRC meeting the same time they go to Academic Senate.

I. ERP Implementation (Bulger)

No Report.

II. ANNOUNCEMENTS

A. The next meeting will is a virtual meeting on Thursday, August 25, 2016.

B. All new courses, new programs, and program revisions must be approved by CIC, Board of Trustees, CCCCCO, new programs may be subject to WASC, before they may be published in the college catalog.

C. Handouts:

1. May 12, 2016, CIC Meeting Agenda
2. Draft Minutes from the April 28, 2016 CIC Meeting
3. Curriculum Summaries
4. Curriculum Updating Project
5. TMC Tracker
6. SDCCD C-ID Project

III. ADJOURNMENT

Bulger adjourned the meeting at 3:10 p.m.