

San Diego Community College District Curriculum and Instructional Council

Meeting of May 11, 2017
2:00 PM
District Office
Conference Room 220

Minutes

PRESENT:

Boots, Jennifer	Curriculum Co-Chair—City College
Bulger, Stephanie	Vice Chancellor, Instructional Services—District Office
Gustin, Paula	Curriculum Chair—Mesa College
Hess, Shelly	Dean, Curriculum Services—District Office
Hopkins, Paulette	Interim Vice President, Instructional Services—Miramar College
Kilmer, Renee	Interim Vice President, Instructional Services—City College
Namdar, Donna	Curriculum Chair—Continuing Education
Neault, Lynn	Vice Chancellor, Student Services—District Office
Norvell, Elizabeth	Articulation Officer—City College
Palma-Sanft, Mara	Articulation Officer—Miramar College
Parker, Juliette	Articulation Officer—Mesa College
Shelton, Deanna	Curriculum Co-Chair—City College
Short, Duane	Curriculum Chair—Miramar College

ABSENT:

Alder, Kate	Vice President of Instruction—Continuing Education
Marrone, Erica	Curriculum Analyst, Curriculum Services—District Office
McGrath, Tim	Vice President, Instructional Services — Mesa College

STAFF:

Meredith, Jasmine	Senior Secretary, Curriculum Services—District Office
Radley, Michelle	Curriculum Technician, Curriculum Services—District Office
Scott, Carmen	Curriculum Technician, Curriculum Services—District Office

GUESTS:

Ascione, Lou	Dean, School of Liberal Arts—Miramar College
Jay, Carmen	Faculty/English Chair—Miramar College
MacNeill, Andrew	Dean, Learning Resources & Academic Support—Mesa College

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Bulger called the meeting to order at 2:00 p.m.

I. MINUTES AND AGENDA

A. Approval of: April 27, 2017 Minutes (*Action*)

Short clarified that during the discussion of general education submissions, he made a friendly suggestion to either revise the course content of BUSE 129 or reconsider submitting the course for CSU G.E. Area D, Social Sciences and Area E, Lifelong Learning and Self-Development.

Boots and Jay clarified that the chairs of English at City and Mesa express full support for ENGL 029.

<i>Recommend Approval of the April 27, 2017 Minutes as Amended</i>
<i>Motion by Short</i>
<i>Second by Gustin</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Ascione, Jay, Kilmer, Namdar, Shelton</i>
<i>Abstained: Boots, Hopkins, Norvell, Palma-Sanft, Parker</i>

B. Approval of the May 11, 2017, Meeting Agenda (*Action*)

Mesa walked-in the following curriculum:

1. Diagnostic Medical Sonography Associate of Science Degree and Certificate of Achievement
2. DMSG:105/112/120/130/140/145/100/205/220/225/230/235
3. MEDA 92/56—Distance Education
4. NUTR: 050/055/060/091
5. Nutrition Dietary Manager, Certificate of Achievement
Support for City's walk-in of SUST 101 for Mesa's activation

City walked-in the following curriculum:

1. SUST 101
2. INWT: 101/111/112/205

Miramar walked-in the following curriculum:

1. ENGL 29
2. ENGL 101
3. ENGL 105

Short recommended moving the walk-ins to Item F in the agenda.

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Recommend Approval of the May 11, 2017 Meeting Agenda as Amended

Motion by Short

Second by Hopkins

Final Resolution: Motion carries

Aye: Boots, Gustin, Kilmer, Namdar, Norvell, Palma-Sanft, Parker, Shelton

II. CURRICULUM REVIEW/APPROVAL

A. Approval of Curriculum (*Action*)

Palma-Sanft requested to pull CHIN 102 from the curriculum summary for discussion.

Recommend Approval of Curriculum Review as Amended

Motion by Short

Second by Norvell

Final Resolution: Motion carries

Aye: Boots, Gustin, Hopkins, Kilmer, Namdar, Palma-Sanft, Parker, Shelton

B. Approval of Program Changes (*Action*)

Recommend Approval of Program Changes

Motion by Short

Second by Boots

Final Resolution: Motion carries

Aye: Gustin, Hopkins, Kilmer, Namdar, Norvell, Palma-Sanft, Parker, Shelton

C. General Education (G.E.) Review/Transferability Actions (*Action*)

Parker requested to pull the following courses from the list of G.E. review and transfer actions for discussion:

- BUSE 129
- DRAM 127/128
- FASH 122
- JOUR 204

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<i>Recommend Approval of G.E. Review/Transferability Actions as Amended</i>

<i>Motion by Short</i>

<i>Second by Gustin</i>

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

<i>Aye: Boots, Hopkins, Kilmer, Namdar, Norvell, Palma-Sanft, Parker, Shelton</i>

D. CHIN 102 (*Action*)

Palma-Sanft identified that the incorrect discipline is listed on the course and requested to have it corrected.

<i>Recommend Approval of CHIN 102 as amended</i>
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<i>Motion by Norvell</i>

<i>Second by Gustin</i>

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

<i>Aye: Boots, Hopkins, Kilmer, Namdar, Palma-Sanft, Parker, Shelton, Short</i>

E. General Education(G.E.) Review/Transferability Actions (*Action*)

Parker motioned the following:

1. FASH 122
 - a. Add CSU G.E. Area D-3
 - b. Add IGETC Area 4-C
2. BUSE 129
 - a. Add CSU G.E. Area E only
 - b. Remove proposals for Area D-7 from CSU G.E
 - c. Removed Area D from District G.E.
 - d. Removed UC Transfer course list
3. DRAM 127/128
 - a. U.C. Transfer only
4. JOUR 204
 - a. Remove from the list for further discussion with faculty.

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Recommend Approval of FASH 122 with the addition of CSU G.E. Area D-3 and IGETC Area 4-C; BUSE 129 with the addition of CSU G.E. Area E only, Removal of proposals for Area D-7 from CSU G.E., Area D from District G.E. and UC Transfer Course List; DRAM 127/128 U.C. Transfer only; JOUR 204 remove from list for further discussion with faculty.

Motion by Gustin

Second by Norvell

Final Resolution: Motion carries

Aye: Boots, Hopkins, Kilmer, Namdar, Palma-Sanft, Parker, Shelton, Short

F. Walk-Ins

Vice Chancellor Bulger reminded the council that each guest has a one-time, five minute opportunity to speak during a discussion. CIC members are given two, two minute (or a total of four minutes) opportunities/ty to speak. The members may choose to split their four minutes or to use them together. More time will be granted at the end of a discussion if needed.

Mesa:

Gustin walked-in the following curriculum:

1. Diagnostic Medical Sonography Associate of Science Degree and Certificate of Achievement awards; DMSG:
105/112/120/130/140/145/100/205/220/225/230/235

Discussion: The Diagnostic Medical Sonography Associate of Science Degree and Certificate of Achievement are new awards. The courses are part of the awards and are transfer-level.

2. MEDA 92; MEDA 56

Discussion: MEDA 92 and MEDA 56 were proposed for distance education only.

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3. Nutrition Dietary Manager Certificate of Achievement; NUTR 050/055/060/091

Discussion: It is required by licensing to have a Certified Registered Dietician teach the courses in the program. A challenge is that there are activations of the courses at other colleges and it is not known if the courses are taught by registered dietitians. To address the issue, faculty decided to start new courses in the program for nutrition dietary managers.

If the award and courses are rushed for fall 2017, it will not complete the process through the state on time. Also, the name of the award has changed to Nutrition Dietary Manager and will not change until fall 2017.

A solution to add a note to the program that NUTR 150 must be taken at Mesa College was suggested. Vice Chancellor Lynn Neault agreed, adding that an announcement in class will help to inform students. The council also discussed the idea of adding the note to the class schedule.

4. Mesa supports City's walk-in of SUST 101 for Mesa's activation.

***Recommend Approval of:
DMSG:105/112/120/130/140/145/100/205/220/225/230/235;
Diagnostic Medical Sonography Associate of Science Degree;
Diagnostic Medical Sonography Certificate of Achievement;
MEDA 92 and MEDA 96 for Distance Education; Support
for City College's SUST 101; NUTR 050/055/060/091 and
Dietary Manager Certificate of Achievement for fall 2018.***

Motion by Parker

Second by Gustin

Final Resolution: Motion carries

*Aye: Boots, Hopkins, Kilmer, Namdar, Norvell, Palma-Sanft,
Shelton, Short*

Gustin will clarify if students who took NUTR 150 in the past will have to repeat the course once it is approved. This will help to determine if students who have taken the course in the past at Mesa will have to re-take the course.

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City:

Boots walked-in the following curriculum:

1. SUST 101—Introduction to Sustainability
Discussion: The course needs IGETC approval for 2018-2019 for Mesa.
2. Discussion: The following courses require approval for workforce training needs:
INWT 101—Introduction to Information Security
INWT 111—Windows Desktop Professional
INWT 112—Windows Server Professional
INWT 205—CompTIA Advanced Security Practitioner (CASP)

Recommend Approval of SUST 101 for IGETC approval for 2018-2019 for Mesa; INWT: 101/111/112/205 for workforce training needs.

Motion by Short

Second by Parker

Final Resolution: Motion carries

Aye: Boots, Gustin, Hopkins, Kilmer, Namdar, Norvell, Palma-Sanft, Shelton

Miramar

Short walked-in the following curriculum:

1. ENGL 029—Accelerated English
 - a. New course proposal; request approval for fall 2017
2. ENGL 101—Reading and Composition
 - a. Revision to add ENGL 029 as an alternate corequisite; request approval for fall 2017
3. ENGL 105—Composition and Literature
 - a. Revision to add ENGL 029 as an alternate corequisite; request approval for fall 2017

Discussion: Short mentioned that the walked-in curriculum was pulled at the previous meeting for further discussion about alignment, course content issues and to answer questions from City's Curriculum Committee. Carmen Jay reported that she was unaware that the discussion of support from the English chairs at City and Mesa for the ENGL 029 course did not expand. Jay and Dean Lou Ascione attended City's CRC meeting to answer questions about the course, presented information and discussed accelerated learning pedagogies.

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Vice Chancellor Bulger suggested that the council examine transfer-level courses and identify the requisites attached to those courses. She explained that ENGL 29 and ENGL 31 are different in terms of skill level and therefore make ENGL 101 out of alignment, in terms of examining what course is connected to ENGL 101 as a corequisite. Bulger clarified her understanding by explaining that if ENGL 29 and ENGL 31 have the same skill level, there will be duplication of content and thus misalignment. In addition to the alignment issue, she identified the issue of how acceleration models are determined across all three campuses.

The council discussed their thoughts of what the definition of alignment is in order to arrive at a common definition of alignment. The following were discussed:

- Duplication of Content
 - Norvell explained that if a course is implemented on one campus and another campus implements a course with similar content, it will be a duplication of content and an evaluations issue.
- Question of pathways versus acceleration model corequisite
 - Dean Andy MacNeill explained his perspective that the misalignment is a result of having two sets of rules on how to enter English 101
- How to enter ENGL 101
 - Vice Chancellor Neault mentioned the possibility that students may question why they can enter English 101 at one level and not at the other. There is an issue of how students can access English 101
 - Ascione explained that there are many students at Miramar who scored an R4/W4; faculty want to keep the skill level on ENGL 029 as R4/W4 and believe that the course will best serve their students.
 - Ascione reminded the council that ENGL 029 is a grant-affiliated course.
- Issue of how ENGL 101 is represented
 - Parker mentioned that the one-way co-requisite model should be represented on the course
- Palma-Sanft shared her thoughts on how companion and preparation course versus a learning community
- Differences in Philosophy
 - During the discussion of campus culture, Kilmer shared the thought that faculty and students believe in the course will bring them success
- Student mobility across the campuses
 - Vice Chancellor Bulger shared her thoughts and analysis of policies and procedures about the fluidity of student movement across the campuses.

Boots shared that there was not enough discussion with faculty to answer their questions about the ENGL 029 course. She mentioned that there are still concerns with curriculum and more discussion is needed to answer City's CRC questions.

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The discussion of offering ENGL 029 as an experimental course commenced. Short made the following motion:

<i>Recommend Approval to offer ENGL 029 as an experimental course for three semesters (one full year; the third semester is with Vice President of Instruction's approval). The course will allow time for research and to make necessary changes to the curriculum.</i>
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<i>Motion by Short</i>

<i>Second by Kilmer</i>

<i>Aye: Boots, Hopkins, Norvell, Palma-Sanft</i>
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<i>Abstained: Gustin, Namdar, Parker</i>
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<i>Final Resolution: Motion carries</i>

III. New Business:

A. 2017-2018 CIC Calendar (Action)

The council discussed whether or not to hold a virtual meeting on April 12, 2018. The discussion will be brought back at the September 14, 2017 meeting.

<i>Recommend Approval of the 2017-2018 CIC Calendar</i>

<i>Motion by Short</i>

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

<i>Aye: Boots, Gustin, Hopkins, Kilmer, Namdar, Norvell, Parker, Shelton</i>
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<i>Final Resolution: Motion carries</i>

B. TOP Code Alignment Project

Hess requested CIC pre-approval to make recommended changes to TOP and SAM codes in the summer. A list of the changes will be brought back in the fall.

<i>Recommend Approval of approving TOP code changes that are provided by CTE faculty and Dean's collective work</i>

<i>Motion by Kilmer</i>

<i>Second by Short</i>

<i>Aye: Boots, Gustin, Hopkins, Namdar, Norvell, Palma-Sanft, Parker, Shelton</i>

<i>Final Resolution: Motion carries</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)

D. State Academic Senate

No report.

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

No report.

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

No report.

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

No report.

H. Subcommittees (Bulger)

No report.

I. ERP Implementation (Bulger)

No Report.

II. ANNOUNCEMENTS

The next meeting will be: Thursday, September 14, 2017 at the District Office in Conference Room 220.

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

III. ADJOURNMENT

Bulger adjourned the meeting at 4:00 p.m.