

San Diego Community College District Curriculum and Instructional Council

Meeting of April 8, 2021

2:00 P.M.

Zoom Meeting

Approved Minutes

PRESENT:

Boots, Jennifer	Curriculum Chair—City College
Cuaron, Berta	Acting Vice President, Instructional Services—Miramar College
Gholson, Richard	Curriculum Chair—College of Continuing Education
Hess, Shelly	Dean, Curriculum Services—District Office
Hoffman, Andrew	Curriculum Chair—Mesa College
Jarell, Jan	Dean, ESL and Citizenship—College of Continuing Education, Proxy for Michelle Fischthal
MacNeill, Andrew	Dean, Learning Resources— Mesa College, Proxy for Isabel O'Connor
Norvell, Elizabeth	Articulation Officer—City College
Palma-Sanft, Mara	Articulation Officer—Miramar College
Parker, Juliette	Articulation Officer— Mesa College
Short, Duane	Curriculum Chair—Miramar College
Tyler, Jeanie	Dean, Arts, Humanities and Communications—City College, Proxy for Matilda Chavez

ABSENT:

Chavez, Matilda	Vice President, Instructional Services—City College
Fischthal, Michelle	Vice President, Instructional Services—College of Continuing Education
O'Connor, Isabel	Vice President, Instructional Services—Mesa College
Topham, Susan	Vice Chancellor, Educational Services—District Office (CIC Chair)

GUEST:

Payne, Desiree	Curriculum Analyst — College of Continuing Education
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STAFF:

Escalante, Evelyn	Administrative Assistant, Curriculum Services— District Office
Gil, Patricia	Curriculum Technician, Curriculum Services—District Office
Marrone, Erica	Curriculum Analyst, Curriculum Services—District Office
Radley, Michelle	Curriculum Technician, Curriculum Services—District Office
Scott, Carmen	Curriculum Technician, Curriculum Services—District Office

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Hess called the meeting to order at 2:05 p.m.

I. MINUTES AND AGENDA

A. Approval of: March 25, 2021, Minutes

<i>Recommend Approval of the March 25, 2021 Minutes</i>
<i>Motion by Short</i>
<i>Second by Gholson</i>
<i>Final Resolution: Motion carries</i>
<i>Abstain: Parker</i>
<i>Aye: Boots, Cuaron, Hoffman, Jarell, MacNeill, Norvell, Palma-Sanft, Tyler</i>

B. Approval of: April 8, 2021 Agenda

Shor requested the addition of walk-ins to New Business and Business Administration 2.0 ADT to Old Business.

<i>Recommend Approval of the April 8, 2021 Meeting Agenda</i>
<i>Motion by Gholson</i>
<i>Second by Short</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Boots, Cuaron, Hoffman, Jarell, MacNeill, Norvell, Palma-Sanft, Parker, Tyler</i>

I. CURRICULUM REVIEW/APPROVAL

A. Approval of Curriculum

<i>Recommend Approval of Curriculum</i>
<i>Motion by Norvell</i>
<i>Second by Gholson</i>
<i>Final Resolution: Motion carries</i>
<i>Abstain: Short</i>
<i>Aye: Boots, Cuaron, Hoffman, Jarell, MacNeill, Palma-Sanft, Parker, Tyler</i>

III. OLD BUSINESS

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A. CIC Minutes Format

Hess informed the language currently being used in the minutes was adopted by the council in 2014 after the request from a VPI to keep track of the votes. Hess noted this format is the same format being used by the Board of Trustees.

Short suggested to change the format in order to state 'motion to approve' instead of 'recommend approval'. Hoffman explained to the council that a motion to approve is conditional and therefore, the motion is a recommendation for approval. Hoffman added the 'final resolution' states the motion is no longer a recommendation and notes whether it carried or failed.

The council discussed and agreed to maintain the current the format. The council also agreed to add the minutes format to the Business Process discussion that takes place during the first CIC meeting of the academic year.

B. Curriculum Calendar Discussion

Hess informed she's scheduled to meet with Cabrillo College's Curriculum Chairs next week in order to discuss their process. Hess noted Cabrillo College is one of the colleges that has registration at beginning of April and it's moving towards an online catalog.

C. Credit for Prior Learning

Hess informed having sent to the Academic Senate Presidents a call for faculty volunteers to serve on the Credit for Prior Learning work groups.

Hess noted she would send a document to the council regarding the implementation process and questions that need to be taken to the different constituent groups.

Hess added the CurricUNET Steering Committee has been working with Governet in order to add fields for Credit for Prior Learning in CurricUNET.

D. Administration Business 2.0 ADT

Short stated the council had previously agreed to develop the new Business Administration 2.0 and deactivate the existing one; however, due to the uncertainty of which institutions will accept either of the ADTs, Short suggested to move forward with the development of Business Administration 2.0 and postpone the deactivation. Short informed he would work with Business faculty in order to develop the new ADT effective fall 2022 and suggested for a collective discussion between the counselors and evaluators in order to determine the implications and best course of action for deactivating the existing ADT. Parker suggested for the council to advocate this to the state in any way possible in order to influence their decision making on the matter.

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Hess stated she will bring this issue at the District Articulation Committee meeting and subsequently to the Academic Advising Committee meeting. Palma-Sanft informed she will inquire about this issue at the Region 10 Articulation meeting.

IV. NEW BUSINESS

A. 2021-2022 Curriculum Calendar

Hess informed that the Curriculum and Instructional Council meetings are scheduled on the second and fourth Thursdays of the month; however, on November 2021 holidays fall on those Thursdays. Hess suggested to have a virtual vote instead in order to approve curriculum. The council discussed and agreed to have the virtual vote on Wednesday, November 10 with the deadline to submit a vote on Friday, November 12.

B. Walk-ins

Miramar- ADJU 381, 382, 383, and 384

<i>Recommend Approval of ADJU 381, ADJU 382, ADJU 383, and ADJU 384</i>

<i>Motion by Short</i>

<i>Second by Hoffman</i>

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

<i>Aye: Boots, Cuaron, Gholson, Jarell, MacNeill, Norvell, Palma-Sanft, Parker, Tyler</i>

V. CIC SUBCOMMITTEE REPORT

Hess informed the Policies and Procedures Subcommittee is working on finalizing policies and a board procedure to bring to the council for recommendation.

VI. STANDING REPORTS

A. Educational Services Updates

No Report

B. State Academic Senate

Short reported Mesa and Miramar College passed a resolution at their respective academic senates urging the Statewide Academic Senate to reinstate the category of non-substantive program changes. Short added City, Mesa, and Miramar's Academic

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senate Presidents met in order to discuss this issue and plan to introduce it as a statewide resolution at the Statewide Academic Senate.

C. Chief Instructional Officers (Topham, Chavez, O'Connor, Fischthal, Ascione)

Tyler reminded the council of City College's Curriculum Retreat scheduled for April 23, 2021.

D. Articulation Officers (ADT/C-ID) (Norvell, Palma-Sanft, Parker)

Norvell provided links to the AB928 and AB1111. Norvel also informed the Faculty Association of California Community Colleges is holding a Legislative Roundtable on April 13, 2021.

VII. ADJOURNMENT

<i>The meeting was adjourned at 3:05 pm</i>
<i>Motion by Short</i>
<i>Second by Norvell</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Boots, Cuaron, Gholson, Hoffman, Jarell, MacNeill, Palma-Sanft, Parker, Tyler</i>