

San Diego Community College District Curriculum and Instructional Council

Meeting of September 24, 2020

2:00 P.M.

Zoom Meeting

Approved Minutes

PRESENT:

Boots, Jennifer	Curriculum Chair—City College
Bulger, Stephanie	Vice Chancellor, Instructional Services—District Office (CIC Chair)
Chavez, Matilda	Vice President, Instructional Services—City College
Crosby Howell, Lori	Dean, Basic Skills, Proxy for Michelle Fischthal—Continuing Education
Gamboa, Benjamin	Acting Vice President, Instructional Services—Miramar College
Gholson, Richard	Curriculum Chair—Continuing Education
Hess, Shelly	Dean, Curriculum Services—District Office
Hoffman, Andrew	Curriculum Chair—Mesa College
Norvell, Elizabeth	Articulation Officer—City College
O'Connor, Isabel	Vice President, Instructional Services—Mesa College
Palma-Sanft, Mara	Articulation Officer—Miramar College
Parker, Juliette	Articulation Officer—Mesa College
Short, Duane	Curriculum Chair—Miramar College

ABSENT:

Knox, Ramon	Interim Vice Chancellor, Student Services —District Office
Fischthal, Michelle	Vice President, Instructional Services—Continuing Education

GUESTS:

Payne, Desiree	Curriculum Analyst, Instructional Services—Continuing Education
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STAFF:

Escalante, Evelyn	Senior Secretary, 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

San Diego Community College District Curriculum and Instructional Council

Bulger called the meeting to order at 2:03 p.m.

A. MINUTES AND AGENDA

A. Approval of: September 10, 2020, Minutes

<i>Recommend Approval of the September 14, 2020 Minutes</i>

<i>Motion by Gholson</i>

<i>Second by Hoffman</i>

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

<i>Aye: Boots, Chavez, Crosby-Howell, Gamboa, Norvell, O'Connor, Palma-Sanft, Parker, Short</i>

B. Approval of: September 24, 2020 Meeting Agenda

Boots requested the addition of ‘New Subject Indicator (FJMP)’ to New Business.

<i>Recommend Approval of the September 24, 2020 Meeting Agenda as amended</i>

<i>Motion by Norvell</i>

<i>Second by Hoffman</i>

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

<i>Aye: Boots, Chavez, Crosby-Howell, Gamboa, Gholson, O'Connor, Palma-Sanft, Parker, Short</i>

B. CURRICULUM REVIEW/APPROVAL

A. Approval of Curriculum

Norvell informed she believes several Distance Education proposals listed on the summary do not meet the standards the district should be reaching for. Novell noted Mesa College’s Laboratories, American Sign Language, and Exercise Science proposals could include more detail on how the course should be taught. Novell added the Course Outline of Record is required by law and it’s intended to give guidance to faculty on what’s required to teach the course. Novell finished by

San Diego Community College District Curriculum and Instructional Council

informing that although Distance Education is not currently undergoing review for articulation, she believes that will change after the pandemic is over.

Palma-Sanft agreed with Norvell and added that it's critical to have detailed documentation in order to help faculty and assure students have the same success at their transfer institution. Palma-Sanft requested ARTF 200, CHEM 251, DENA 083A, FHLB 70 and HEAL 131 to be pulled for discussion.

Short also agreed with Norvell and noted that's the reason he abstained from voting last meeting and will abstain from voting on this meeting as well. Short requested BUSE 140 to be pulled for discussion.

<i>Recommend Approval of Curriculum</i>
<i>Motion by Hoffman</i>
<i>Second by Norvell</i>
<i>Abstain: Boots and Short</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Chavez, Crosby-Howell, Gamboa, Gholson, O'Connor, Palma-Sanft, Parker</i>

B. Approval of Continuing Education Curriculum

<i>Recommend Approval of Continuing Education Curriculum</i>
<i>Motion by Short</i>
<i>Second by Gholson</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Boots, Chavez, Crosby-Howell, Gamboa, Hoffman, Norvell, O'Connor, Palma-Sanft, Parker</i>

C. Approval of Continuing Education Curriculum Program Changes

<i>Recommend Approval of Continuing Education Program Changes</i>
<i>Motion by Gholson</i>
<i>Second by Hoffman</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Boots, Chavez, Crosby-Howell, Gamboa, Norvell, O'Connor, Palma-Sanft, Parker, Short</i>

San Diego Community College District Curriculum and Instructional Council

D. BUSE 140

Discussion: Short informed the ‘six year review’ was omitted from the summary and requested the correction. Scott informed the summary will be updated to reflect the six year review.

<i>Recommend Approval of BUSE 140</i>
<i>Motion by Short</i>
<i>Second by Hoffman</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Boots, Chavez, Crosby-Howell, Gamboa, Gholson, Norvell, O’Connor, Palma-Sanft, Parker</i>

E. ARTF 200, DENA 083A, FHLB 70 and HEAL 131

Discussion:

Palma-Sanft informed ARTF 200 was incorrectly listed in the summary as being proposed for Miramar College. Scott informed Miramar College box was mistakenly checked for the proposal in CurricUNET, this mistake was corrected in CurricUNET and the summary will be updated.

Palma-Sanft requested to hear more information regarding how the practical part of DENA 083A, FHLB 70 and HEAL 131 are going to the place.

Hoffman informed Mesa is waiting to hear back from the external accrediting agencies.

O’Connor informed the phlebotomy program was suspended for Fall 2020 due to the inability to provide practice; however, the dental assisting program has been successfully running on campus and will be offered again during Spring 20201

<i>Recommend Approval of ARTF 200, DENA 083A, FHLB 70 and HEAL 131</i>
<i>Motion by Palma-Sanft</i>
<i>Second by Norvell</i>
<i>Abstain: Boots and Short</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Chavez, Crosby-Howell, Gamboa, Gholson, Hoffman, O’Connor, Parker</i>

San Diego Community College District Curriculum and Instructional Council

F. CHEM 251

Discussion: Palma-Sanft informed the Distance Education proposal states supplies needed for the course can be commonly found; however, the course outline lists the usage of specialized laboratory equipment.

Norvell stated she will consult with faculty and bring back the proposal next meeting.

III. NEW BUSINESS

A. Ethnic Studies Requirement

Short informed Miramar College had been discussing how to respond to the ASCCC call for action in supporting Ethnic Studies and incorporation more culturally relevant content into course outlines. Short stated it would be more efficient if one district wide proposal is presented instead of each college doing a proposal individually. Short proposed assigning this task to a CIC subcommittee and subsequently send the colleges and Continuing Education for review.

Palma-Sanft informed the council of AB 1460, AB3310 and AB 331 information included in the meeting packet.

Parker advised to consider waiting for the CSU standards for Ethnic Studies requirements.

The council agreed to delegate this issue to the District Articulation Committee to track CSU proposal progress and report back to the council.

B. Challenges Implementing the Processes in the PCAH 7th Ed. for CTE Degrees/Certificates

Hess stated the seventh edition PCAH changed some of the previous streamlining process. Hess reminded the council of the document sent to CIC last year outlining the changes and noted one significant change is the requirement of CTE Certificates of Achievement to receive regional recommendation for new or modified certificates. Hess informed these changes have created challenges for the colleges and was brought to CIC for discussion.

Short inquired if it would be possible to object to these changes and provide documentation to demonstrate the proposed certificates and their respective modifications in order to question if the justification for existence is really required.

San Diego Community College District Curriculum and Instructional Council

Gamboa informed the regional deans in addition to the consortium committee members disagree with the new process outlined in the PCAH and would stand in unity if SDCCD provided the state with documentation of the workload and the issues that could be faced with the new changes.

Norvell noted the problems the transfer programs, certificates of achievement, Liberal Science program and Science programs would face with the new changes.

Bulger informed her office would work on language to communicate the challenges being faced by the district to the state. Bulger stated this issue would be brought back to the council.

C. Curriculum on Hold

Hess informed upon Hoffman's request, a list of all curriculum currently on hold at the district level was provided to the council. Hess added the list could be continuously provided and the updates would take place every September, February and May.

D. New Subject Indicator FJMP

Boots informed the council City College DJRN and RTVF are working on restructuring their programs with a new subject indicator: Film, Journalism, and Media Production (FJMP). Boots expressed bringing this item to the council in order to initiate discussions for subsequent vote.

III. CIC Subcommittee Report

Hess reported the following from the subcommittees:

- Catalog committee met on 9/18/2020 and requested for the VPIs to list funding priorities.
- CurricUNET Steering committee will meet on 9/25/2020
- District Articulation Council will meet on 10/7/2020
- Policies and Procedures met on 9/25/2020 and is working on AP 5235.

Hess requested for Policies and Procedures to meet again during the week of September 28 in order to finalize AP 5235. The council agreed to submit a virtual vote on the AP before the next CIC meeting in order to move the AP forward for constituent review.

IV. STANDING REPORTS

A. Legislative Update

San Diego Community College District Curriculum and Instructional Council

No Report

B. Student Services Council

No Report

C. State Academic Senate

No Report

D. Chief Instructional Officers (Bulger, Chavez, O'Connor, Fischthal, Gamboa)

No Report

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

Palma-Sanft stated they will track how the new CSU requirements will affect the ADTs.

V. ADJOURNMENT

The meeting was adjourned at 3:21 pm

Motion by Hoffman

Second by Boots

Final Resolution: Motion carries

Aye: Chavez, Crosby-Howell, Gamboa, Gholson, Norvell, O'Connor, Palma-Sanft, Parker, Short