

San Diego Community College District Curriculum and Instructional Council

Meeting of December 9, 2021

2:00 P.M.

Zoom Meeting

Approved Minutes

PRESENT:

Boots, Jennifer	Curriculum Chair—City College
Chavez, Matilda	Vice President, Instructional Services—City College
Gholson, Richard	Curriculum Chair— College of Continuing Education
Hess, Shelly	Dean, Curriculum Services—District Office
Hoffman, Andrew	Curriculum Chair—Mesa College
Jarrell, Jan	Dean, English as a Second Language—College of Continuing Education
Norvell, Elizabeth	Articulation Officer—City College
O'Connor, Isabel	Vice President, Instructional Services—Mesa College
Odu, Michael	Vice President, Instructional Services—Miramar College
Palma-Sanft, Mara	Articulation Officer—Miramar College
Parker, Juliette	Articulation Officer— Mesa College
Stiller-Shulman, Alex	Curriculum Chair—Miramar College
Topham, Susan	Vice Chancellor, Educational Services—District Office (CIC Chair)

ABSENT:

Fischthal, Michelle	Vice President, Instructional Services— College of Continuing Education
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GUEST:

Payne, Desiree	Curriculum Analyst — College of Continuing Education
Ly, Pearl	Dean, Behavioral Sciences— Mesa College

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

I. MINUTES AND AGENDA

A. Approval of: October 28, 2021, Minutes

<i>Recommend Approval of the October 28, 2021 Minutes</i>
<i>Motion by Palma-Sanft</i>
<i>Second by Gholson</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Boots, Hoffman, Jarrell, Norvell, O'Connor, Odu, Parker, Stiller-Shulman</i>

B. Approval of: November 12, 2021, Minutes

<i>Recommend Approval of the November 12, 2021 Minutes</i>
<i>Motion by Odu</i>
<i>Second by Palma-Sanft</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Boots, Gholson, Hoffman, Jarrell, Norvell, O'Connor, Parker, Stiller-Shulman</i>

C. Approval of: December 9, 2021 Agenda

Hoffman requested the addition of Walk-ins

<i>Recommend Approval of the December 9, 2021 Meeting Agenda as amended</i>
<i>Motion by Hoffman</i>
<i>Second by Odu,</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Boots, Gholson, Jarrell, Norvell, O'Connor, Palma-Sanft, Parker, Stiller-Shulman</i>

I. CURRICULUM REVIEW/APPROVAL

A. Approval of Curriculum

Palma-Sanft pulled FIPT 110A from the consent agenda to be added to the walk-ins

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<i>Recommend Approval of Curriculum as Amended</i>

<i>Motion by Hoffman</i>

<i>Second by Gholson</i>

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

<i>Aye: Boots, Jarrell, Norvell, O'Connor, Odu, Palma-Sanft, Parker, Stiller-Shulman</i>
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B. Approval of Program Changes

Stiller-Shulman pulled the following programs from the consent agenda to be walked-in instead:

- Occupational/Technical Studies Associate of Science
- Entry Level Firefighter Certificate of Achievement
- Entry Level Firefighter Associate of Science

<i>Recommend Approval of Program Changes as Amended</i>
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<i>Motion by Gholson</i>

<i>Second by Norvell</i>

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

<i>Aye: Boots, Hoffman, Jarrell, O'Connor, Odu, Palma-Sanft, Parker, Stiller-Shulman</i>
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C. Approval of College of Continuing Education Curriculum

<i>Recommend Approval of College of Continuing Education Curriculum</i>
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<i>Motion by Palma-Sanft</i>

<i>Second by Hoffman</i>

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

<i>Aye: Boots, Chavez, Gholson, Hoffman, Norvell, O'Connor, Odu, Palma-Sanft, Parker, Stiller-Shulman</i>

D. Approval of College of Continuing Education Program Changes

<i>Recommend Approval of College of Continuing Education Program Changes</i>

<i>Motion by Hoffman</i>

<i>Second by Gholson</i>

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

<i>Aye: Boots, Chavez, Gholson, Hoffman, Norvell, O'Connor, Odu, Palma-Sanft, Parker, Stiller-Shulman</i>

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E. General Education/Transferability Actions

Hess informed this item is for the approval of the Area F courses that are being walked-in.

<i>Recommend Approval GE Transferability Actions</i>
<i>Motion by Norvell</i>
<i>Second by Hoffman</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Boots, Gholson, Jarrell, O'Connor, Odu, Palma-Sanft, Parker, Stiller-Shulman</i>

III. OLD BUSINESS

A. Curriculum Calendar

Topham informed the council of the Instructional Management Committee meeting that took place on December 6, 2021. Topham explained the following items that were discussed during the meeting: Explore changing fall 2023 registration date from July 2023 to May 2023; consider a one year schedule timeline; review curriculum deadline; research products to build academic plans in Peoplesoft; review curriculum development process and establish principles for program revisions to ensure student completion, and review General Education patterns.

The council suggested for Topham to bring these conversations to the individual campuses at the Chairs and Deans meetings. Topham requested for the Instructional Management Committee members to also join the campus meetings to have these discussions.

B. Meeting by Teleconferencing (AB 361) (Action)

<i>Recommend Approval of Meeting Virtually on January 27, 2022</i>
<i>Motion by Gholson</i>
<i>Second by Palma-Sanft</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Boots, Chavez, Hoffman, Jarrell, Norvell, O'Connor, Odu, Parker, Stiller-Shulman</i>

C. Credit for Prior Learning in CurricUNET

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Hess informed again of the list of existing credit for prior learning and requested if the colleges could take this item back to their respective colleges for review and approval, in order to administratively add that credit for prior learning to CurricUNET. Hess added that this item will be brought back to CIC to be voted on at a later date.

IV. NEW BUSINESS

A. New Subject Indicator Native American and Indigenous Studies (NAIS)

Palma-Sanft informed the council of the new subject area indicator that's being proposed by Miramar College. This subject indicator has been discussed by the college's Inclusion, Diversity, Equity and Anti-Racism Committee, Curriculum Review Committee, and the District's Articulation Committee. In addition, Miramar College passed a resolution in support of this new subject indicator. Palma-Sanft requested for the council to bring this to their respective colleges for further discussion.

The Council agreed to discuss this matter with their respective college faculty and bring it back to CIC to be voted on during the March 10, 2022 meeting.

B. AB 705 Improvement Plans

Hess informed the council of the Chancellor's Office communication regarding the requirement to submit AB 705 improvement plans due on March 11, 2022. Hess explained the form and the requirements that need to be completed: AB 705 preliminary review; verification that the colleges will be in compliance by fall 2022; plans to transition to full AB 705 implementation; and data template. Hess noted each plan by each College has to be approved by the academic senate prior to being submitted.

Hess informed she's preparing documents for the colleges, and she will provide an overview of all the English and Mathematics curriculum and other relevant GE information. In addition, the Institutional Effectiveness and Research department will provide the data needed for the Data Template, if applicable.

C. CurrIQunet Meta/Online Catalog

Topham informed the council that Educational Services was able to secure funds for an electronic catalog. Hess informed other institutions have implemented CurrIQunet Meta and proposed for the vendor to do a demonstration for the council.

The council agreed to have the demonstration at the next CIC meeting on February 10, 2022.

D. February Board Report: Anti-Racism

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Topham informed of the February 24, 2022 Board Report on Anti-racism and requested if each college would do a brief presentation on the work they have been doing regarding anti-racism curriculum development, workshops, etc.

E. Walk-Ins

- City walked in the following Curriculum:

GISG 104 and GISG 110

Recommend Approval of GISG 104 and GISG 110

Motion by Gholson

Second by Norvell

Final Resolution: Motion carries

Aye: Boots, Chavez, Hoffman, Jarrell, O'Connor, Odu, Palma-Sanft, Parker, Stiller-Shulman

- Mesa College walked in the following Curriculum and Programs:

BLAS 100, BLAS 140A, BLAS 140B, CACM 102, CACM 103, CACM 106, CACM 110A, CACM 110B, CACM 120, CACM 122A, CACM 122B, CACM 130, CACM 131, CACM 132A, CACM 132B, CACM 132C, CACM 133A, CACM 133B, CACM 160, CACM 201, CACM 202, CACM 205, CACM 206A, CACM 206B, CACM 206C, CACM 212, CACM 218, CACM 220, CACM 222, CHIC 141A, CHIC 141B, CISC 205, DANC 179A, DANC 179B, DANC 180A, DANC 180B, EXSC 110A, EXSC 110B, HOSP 111, MULT 137, MULT 139, MULT 141, MULT 143, MULT 201, MULT 211, MULT 213, MULT 215, MULT 217, MULT 221A, MULT 221B, MULT 223, MULT 225, Patient Care Coordinator Certificate of Achievement, Meat and Seafood Processing Certificate of Achievement, Culinary Arts/Culinary Management Certificate of Achievement, Culinary Arts/Culinary Management Associate of Science, Baking and Pastry Certificate of Achievement, Software Engineering Foundations Certificate of Achievement, 3D Modeling and Animation Certificate of Achievement, 3D Modeling and Animation Associate of Science, Video Game Design Certificate of Achievement, Video Game Design Associate of Science, Interactive Media Production Certificate of Achievement, and Visual Communication Associate of Science

Recommend Approval of BLAS 100, BLAS 140A, BLAS 140B, CACM 102, CACM 103, CACM 106, CACM 110A, CACM 110B, CACM 120, CACM 122A, CACM 122B, CACM 130, CACM 131, CACM 132A, CACM 132B, CACM 132C, CACM 133A, CACM 133B, CACM 160, CACM 201, CACM 202, CACM 205, CACM 206A, CACM 206B, CACM 206C, CACM 212, CACM 218, CACM 220, CACM 222, CHIC 141A, CHIC 141B, CISC 205, DANC 179A,

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DANC 179B, DANC 180A, DANC 180B, EXSC 110A, EXSC 110B, HOSP 111, MULT 137, MULT 139, MULT 141, MULT 143, MULT 201, MULT 211, MULT 213, MULT 215, MULT 217, MULT 221A, MULT 221B, MULT 223, MULT 225

Motion by Odu

Second by Hoffman

Final Resolution: Motion carries

Aye: Boots, Chavez, Gholson, Jarrell, Norvell, O'Connor, Palma-Sanft, Parker, Stiller-Shulman

Recommend Approval of Patient Care Coordinator Certificate of Achievement, Meat and Seafood Processing Certificate of Achievement, Culinary Arts/Culinary Management Certificate of Achievement, Culinary Arts/Culinary Management Associate of Science, Baking and Pastry Certificate of Achievement, Software Engineering Foundations Certificate of Achievement, 3D Modeling and Animation Certificate of Achievement, 3D Modeling and Animation Associate of Science, Video Game Design Certificate of Achievement, Video Game Design Associate of Science, Interactive Media Production Certificate of Achievement, and Visual Communication Associate of Science

Motion by Gholson

Second by Boots

Final Resolution: Motion carries

Aye: Chavez, Hoffman, Jarrell, Norvell, O'Connor, Odu, Palma-Sanft, Parker, Stiller-Shulman

- Miramar College walked in the following Curriculum and Programs:

ADJU 395A, ADJU 395B, ADJU 395C, ADJU 395D, ADJU 395E, FIPT 110A, MLTT 210, MLTT 211, MLTT 212, MLTT 213, MLTT 061, MLTT 062, MLTT 063, MLTT 064, MLTT 201, MLTT 202, MLTT 204, Medical Laboratory Technology Certificate of Achievement, Medical Laboratory Technology Associate of Science, Medical Laboratory Technician Training Certificate of Performance, Occupational/Technical Studies Associate of Science, Entry Level Firefighter Certificate of Achievement, Entry Level Firefighter Associate of Science

Recommend Approval of ADJU 395A, ADJU 395B, ADJU 395C, ADJU 395D, ADJU 395E, FIPT 110A, MLTT 210, MLTT 211, MLTT 212, MLTT 213, MLTT 061, MLTT 062, MLTT 063, MLTT 064, MLTT 201, MLTT 202, MLTT 204

Motion by Norvell

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Second by Hoffman

Final Resolution: Motion carries

Aye: Boots, Chavez, Gholson, Jarrell, O'Connor, Odu, Palma-Sanft, Parker, Stiller-Shulman

Recommend Approval of Medical Laboratory Technology Certificate of Achievement, Medical Laboratory Technology Associate of Science, Medical Laboratory Technician Training Certificate of Performance, Occupational/Technical Studies Associate of Science, Entry Level Firefighter Certificate of Achievement, Entry Level Firefighter Associate of Science

Motion by Hoffman

Second by Gholson

Final Resolution: Motion carries

Aye: Boots, Chavez, Jarrell, Norvell, O'Connor, Odu, Palma-Sanft, Parker, Stiller-Shulman

V. CIC COMMITTEE REPORT

Hess informed that the Policies and Procedures Committee finished the revision of AP 4105 Distance Education. Hess noted Brian Weston, Dean of Online Education and Poppy Fitch, Director of DSPS, also worked on the review of this procedure. Hess gave an overview of the procedure revisions and requested for the council for a vote to move the procedure forward to constituent review.

Recommend Approval of AP 4105 to be moved forward to constituent review

Motion by Boots

Second by Norvell

Final Resolution: Motion carries

Aye: Chavez, Gholson, Hoffman, Jarrell, O'Connor, Odu, Palma-Sanft, Parker, Stiller-Shulman

VI. STANDING REPORTS

A. Educational Services Updates

Topham informed the council that Educational Services submitted a request to have Institutional Effectiveness Partnership Initiative Partnership Resource Team (IEPI PRT) assist with implementing an innovation plan for some of the department's

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operations during the spring of 2022. Topham added the council will be invited to attend the meetings with PRT.

Hess informed there's expectancy on the Chancellor's Office to release the applications for the Baccalaureate degrees in the next week. Hess added the applications will be due on January 15, 2022 and offered to assist the colleges with the application.

B. State Academic Senate

No Report

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

No report.

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

No report.

VII. ADJOURNMENT

<i>The meeting was adjourned at 3:38 pm</i>
<i>Motion by Boots</i>
<i>Second by Gholson</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Chavez, Hoffman, Jarrell, Norvell, O'Connor, Odu, Palma-Sanft, Parker, Stiller-Shulman</i>