

San Diego Community College District Curriculum and Instructional Council

Meeting of April 14, 2016
2:00 PM
District Office
3375 Camino Del Rio S.
San Diego, CA 92108
Conference Room 220

Minutes

PRESENT:

Hess, Shelly	Dean, Curriculum and Instructional Services—District Office
Hopkins, Paulette	Interim Vice President, Instructional Services—Miramar
Kinney, Chris	(Proxy for Juliette Parker) Curriculum Coordinator—Mesa
McGrath, Tim	Vice President Instructional Services — Mesa
Namdar, Donna	Curriculum Chair—Continuing Education
Parsons, Michelle Toni	Curriculum Chair—Mesa
Shelton, Deanna	Curriculum Chair—City
Short, Duane	Curriculum Chair—Miramar

ABSENT:

Bulger, Stephanie	Vice Chancellor, Instructional Service & Planning—District Office
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
Neault, Lynn	Vice Chancellor, Student Services—District Office
Norvell, Elizabeth	Articulation Officer—City
Palma-Sanft, Mara	Articulation Officer—Miramar
Parker, Juliette	Articulation Officer—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

San Diego Community College District Curriculum and Instructional Council

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

I. MINUTES AND AGENDA

- A. Approval of: March 24, 2016, Minutes (*Action*)

<i>Recommend Approval of March 24, 2016 Minutes</i>
<i>Motion by McGrath</i>
<i>Second by Short</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Hopkins, Kinney, Namdar, Parsons, Shelton</i>

- B. Approval of April 14, 2016, Meeting Agenda (*Action*)

Short added “Short Term Course” as a New Business item. Parsons walked-in MATH 150, 151 and 252 for C-ID approval.

<i>Recommend Approval of Agenda as Amended</i>
<i>Motion by Short</i>
<i>Second by Parsons</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Hopkins, Kinney, McGrath, Namdar, Shelton</i>

II. CURRICULUM REVIEW/APPROVAL

- A. Approval of Curriculum (*Action*)

Shelton pulled LIBS 101 and ANTH 106 for discussion.

The discussion took place after the approval of Program Changes.

<i>Recommend Approval of Curriculum Review</i>
<i>Motion by Parsons</i>
<i>Second by Parker</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Ascione, Matthew, McGrath, Norvell, Palma-Sanft, Shelton, Short</i>

San Diego Community College District Curriculum and Instructional Council

LIBS 101:

Shelton reported City's librarian provided edits to the LIBS 101 proposal. Short reported the outlines of topics were changed back to second person point of view and fourth-level indentation per the request of City's librarian.

<i>Recommend Approval of LIBS 101</i>
<i>Motion by Parsons</i>
<i>Second by McGrath</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Hopkins, Kinney, Namdar, Shelton, Short</i>

ANTH 106:

Shelton reported faculty at City College would like to be included on the proposal.

<i>Recommend Approval of ANTH 106</i>
<i>Motion by McGrath</i>
<i>Second by Parsons</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Hopkins, Kinney, Namdar, Shelton, Short</i>

B. Approval of Program Changes (*Action*)

<i>Recommend Approval of Program Changes</i>
<i>Motion by Short</i>
<i>Second by McGrath</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Hopkins, Kinney, Namdar, Parsons, 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*)

San Diego Community College District Curriculum and Instructional Council

No Continuing Education curriculum.

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

No Continuing Education programs.

III. OLD BUSINESS

A. Approval of February 25, 2016 Minutes (*Action*)

The committee reviewed the minutes.

<i>Recommend Approval of the February 25, 2016 Meeting Minutes as Amended</i>

<i>Motion by McGrath</i>

<i>Second by Parsons</i>

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

<i>Aye: Hopkins, Kinney, Namdar, Shelton, Short</i>

IV. NEW BUSINESS

A. 2016-2017 CIC Calendar (*Information*)

Hess reported the 2016-2017 CIC calendar has been created and will be brought back to the April 28, 2016 meeting for discussion and to the May 12, 2016 meeting for approval.

B. Short-Term Course (*Information*)

Short distributed invitations to his end of the year curriculum event.

C. Walk-Ins

a. MATH 150, 151, 252 (Mesa)

Parsons reported the articulation officers and Short had some minor issues they wanted to fix. Parsons made note of the requested changes and will resolve them once she has access to the queue they are in. She explained MATH 150, 151 and 252 are walked-in for C-ID approval with an effective date of Fall 2016.

<i>Recommend Approval of the February 25, 2016 Meeting Minutes as Amended</i>

<i>Motion by McGrath</i>

<i>Second by Parsons</i>

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

<i>Aye: Hopkins, Kinney, Namdar, Shelton, Short</i>

San Diego Community College District Curriculum and Instructional Council

I. STANDING REPORTS

A. Curriculum Updating Project (Hess)

No Report.

B. CurricUNET Steering Committee (Hess)

Hess reported the CurricUNET Steering Committee is scheduled to meet on Friday, April 22, 2016.

C. Student Services Council (Neault)

No Report.

D. State Academic Senate

Parsons reported the following:

- Plenary will be on April 21, 2016
- CTE Leadership Academy is scheduled in May
- Leadership Institute is scheduled in June
- Curriculum Institute is scheduled in July

Discussion continued.

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

McGrath reported the CIO conference will take place the week of April 18, 2016.

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

No Report.

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

Hess reported the C-ID report will be updated to reflect the change in ADT Degrees that are C-ID approved.

San Diego Community College District Curriculum and Instructional Council

H. Subcommittees (Bulger)

Hess reported the Policies and Procedures Subcommittee met, reviewed and edited Program Review and Program Discontinuance. Hess mentioned the subcommittee is waiting to hear back from the colleges about Distance Education and Academic Freedom.

I. ERP Implementation (Bulger)

No Report.

II. ANNOUNCEMENTS

A. The next meeting will be held Thursday, April 28, 2016, 2:00-4:00 p.m. at the District Office Conference Room 220.

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. April 14, 2016, CIC Meeting Agenda
2. Draft Minutes from the March 24, 2016 CIC Meeting
3. Curriculum Summaries
4. Curriculum Updating Project
5. TMC Tracker
6. SDCCCD C-ID Project

III. ADJOURNMENT

Bulger adjourned the meeting at 2:42 p.m.