

San Diego Community College District  
Curriculum Instructional Council

**APPROVED**

Meeting of May 25, 2006  
2:00 PM – DISTRICT,  
Room 272

**MINUTES**

**PRESENT:**

Andersen, Libby	Academic Senate Representative, Articulation Officer – City College
Armstrong, Elizabeth	Vice President, Instruction – Mesa College
Deegan, Pam	Vice President, Instruction – Miramar College
Edinger, Valerie	Vice President, Instructional Services – Continuing Education
Gustin, Paula	Curriculum Chair – Mesa College
Ingle, Henry	Vice Chancellor, Instructional Services, Planning and Technology – District Office
Lombardi, Jan	Curriculum Chair – City College
Manzoni, Ron	Vice President, Instruction – City College
Murphy, Carol	Curriculum Chair – Miramar College
Neault, Lynn	Vice Chancellor, Student Services – District Office ( <i>Ex Officio</i> )
Parker, Juliette	Academic Senate Representative, Articulation Officer – Mesa College
Shaffer, Sandra	Academic Senate Representative – Continuing Education
Short, Duane	Academic Senate Representative, Articulation Officer – Miramar College

**STAFF:**

Harada, Myra	Director, Curriculum & Instructional Services – District Office
VanHouten, Laurie	Curriculum Analyst, Curriculum & Instructional Services – District Office
Yousofy, Ghazal	Senior Secretary, Curriculum & Instructional Services – District Office

**GUEST:**

Owen, Karen	Faculty, Computer Business Technology – Mesa College
Williams, Karen	Department Chair, Computer Business Technology/Multimedia – Mesa College

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*Myra Harada called the meeting to order at 2:03 pm.*

**I. CATALOG PRODUCTION VIA CURRICUNET (Demonstration)**

Laurie VanHouten said Governet was planning on doing a demonstration of a project they were working on for other colleges on exporting information directly from CurricUNET to a catalog format with courses and programs. Due to technical difficulties with Governet's internet provider, they were not able to do the demonstration. Governet will demonstrate the process at the CurricUNET Steering Committee meeting on June 1, 2006. Some of the benefits of having CurricUNET export information directly into a catalog format is to cut down on manual data entry and the reduction of human error in preparing the catalogs. Myra Harada said Governet will give an estimate of the cost of implementing this capability once the District determines its needs. Liz Armstrong thanked Instructional Services for moving forward on the project.

**II. MINUTES AND AGENDA**

**A. Approval of: May 11, 2006 Minutes**

*The minutes were approved.*

*M/S/P (Andersen, Shaffer)*

**B. Approval of: May 25, 2006 Agenda**

Added to the agenda:

Fire Protection Technology 265D, First Responders Awareness & Operations of Weapons of Mass Destruction.

Fire Protection Technology 308A, Confined Space Operations

Physical Education 205, Intercollegiate Basketball II

Physical Education 219, Intercollegiate Swimming II

Physical Education 251A, Professional Activities/Basketball I

Physical Education 251B, Professional Activities/Basketball II

Art-Fine Art 125, History of Art: Far Eastern Art

Computer Business Technology 175, Desktop Publishing Essentials

Computer Business Technology 176, Advanced Desktop Publishing and Typography

Consumer Studies 110, Personal Financial Management

Dramatic Arts 151, Cinema as Art and Communication II

Mathematics 015D, Geometry Refresher

Health Education 190, Health Education for Teachers

Photography 265E, Photographic Darkroom and Lab

Computer and Information Sciences 193, Microsoft C# Software Engineering 1

Computer and Information Sciences 205, Object Oriented Programming using C++

Computer and Information Sciences 210, System Analysis and Design

Computer and Information Sciences 189A, Introduction to Programming I

Computer and Information Sciences 189B, Introduction to Programming II

*The agenda was approved as amended.*

*M/S/P (Armstrong, Lombardi)*

**III. CURRICULUM REVIEW / APPROVAL**

**A. Approval of Curriculum**

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Removed from the consent agenda:  
Physical Education 265D, Club Badminton

*All other items were approved by consent.* **M/S/P (Murphy, Shaffer)**

**B. Approval of Program Changes**

*All the program changes were approved.* **M/S/P (Lombardi, Andersen)**

**C. Approval of Continuing Education Curriculum**

*All the continuing education curriculum was approved.* **M/S/P (Edinger, Shaffer)**

**D. Curriculum Items Discussed**

*Physical Education 265D, Club Badminton*

Harada suggested removing the last sentence of the course description which states that this course is offered for men. According to the Educational Codes and the Title 5 limitations on enrollment, courses must be gender neutral. Armstrong said that sections in the class schedules should note if a section of courses is designed primarily for a specific gender. Harada suggested that the departments remove gender limitations when reviewing course proposals.

*Physical Education 265D was approved with the last sentence of the course description that states that the course is for men to be removed.* **M/S/P (Manzoni, Lombardi)**

**E. Approval of CSUGE, IGETC, and District GE**

Music 212 will be added to the UCTCA transfer list.

PHYE 205, 219, 251A, 251B will be added to UCTCA transfer list.

ARTF 125 will be added to the SDCCD General Education – Area C, District Multicultural Requirements, CSUGE (Breadth) – Area C1, IGETC – Area 3, and UCTCA transfer lists.

CISC 189A and CISC 189B will be added to the UCTCA transfer list.

CISC 193, 205, 210 will be added to the UCTCA transfer list.

Andersen explained that Instructional Services compared the inventory for CSUGE and District GE. They identified courses that had been approved for CSUGE, but were not yet approved for District GE. The Articulation Officers discussed these courses with their curriculum committees and finalized the list to include the name of the course and the area under which the course is to be proposed. Short said that courses that are given GE credit for the CSU system should also be given credit for GE at the District.

Removed from the consent Transferability agenda:

*History 168, The United States in Vietnam*, was removed from the District GE list

*Personal Growth 127, College Success Skills*, was removed from the CSUGE list

*All other items were approved by consent.* **M/S/P (Short, Gustin)**

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*History 168, The United States in Vietnam*

Andersen said that this course was being proposed for District GE under social and behavioral sciences. The course is focused on a specific timeframe of 1945-65. Andersen believed that this course is very specific and narrow in its scope. She did not believe it met the District's requirement for the area of social and behavioral sciences, which states that "a course must discuss people as members of society, how societies and social subgroups operate." Short said that he was also concerned about its narrow scope but when he read the general education outcomes, which stated that a course shall be designed to develop an awareness of the method of inquiry used by the social and behavioral sciences, he believed this course may teach that method of inquiry despite its scope. He questioned whether this course was a valid District Multicultural Requirement in which a student must complete a course related to the culture. He believed History 168 involved more history than culture. Armstrong believed that even though this course focuses on a specific timeframe, the course is an in depth study of the implications of US involvement in Vietnam. Manzoni said that the course must be aligned with CSU for it to be approved for District GE. Short said that there are several courses on the District GE but not a CSUGE.

History 168 was approved for District GE proposal.  
**M/S/P** (Gustin, Armstrong) 10 for, 1 against, 0 abstained

History 168 was approved for District Multicultural Requirement  
**M/S/P** (Gustin, Armstrong) 7 for, 2 against, 2 abstained

*Personal Growth 127, College Success Skills*

Andersen said that the description of Area E of the CSUGE is very broad and explains the integration of social, behavioral, biological and psychological topics. Courses that are approved for Area E have breadth and are introductions to the student's life-long learning. Andersen compared the old Personal Growth 127 outline to the proposed Personal Growth 127 outline and believes that the revised outline did not meet the criteria of Area E. Parker said this course is approved for CSUGE at Palomar College which has offered it for more than fifteen years. She said that Mesa reviewed the Palomar course outline for the same course and used it as a template. Manzoni did not support proposing this course for CSUGE.

Lombardi reported that City's counseling department did not feel that Personal Growth 127 sufficiently supported the CSUGE requirements. Armstrong said that Mesa's counseling department has done extensive revision to the course in regards to the guidelines of the Area E requirements. Students cannot get the full breadth of all those requirements in any single three-unit course. Armstrong believed there is a reasonable chance of the course getting approved for Area E. Short believed that many of the Personal Growth courses at City do have an Area E component and that the variability of these courses is high.

Andersen said that it is very important that courses submitted from this District meet the transferability criteria. The District's reputation with the CSU committee is important. This course had been submitted previously and had not been approved. Parker said that the course was not approved in the past because the District had used the Grossmont College model, not Palomar's. While reviewing the currently approved

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courses listed for Area E at Mesa, Armstrong believed that Personal Growth 127 covers more components of the Area E requirements than most of the approved courses on the list. Manzoni said the life-long learning experience is the concern not the topic of the course. Ingle believed it may be useful to revisit the course description.

Personal Growth 127 was approved to be submitted to CSU for GE Area E.  
**M/S/P** (Manzoni, Gustin) 3 for, 7 against, 0 abstained

### **III. OLD BUSINESS**

#### **A. Accommodations for Disabled Persons (Neault)**

Accommodations for disabled persons was deferred to the next CIC meeting.

#### **B. CIC Calendar**

*The CIC Calendar was approved.*

**M/S/P** (Andersen, Shaffer)

### **IV. NEW BUSINESS**

Andersen made a motion to review walked-in curriculum first and identify if they should be submitted for GE transfer as the courses are being reviewed.

*Fire Protection Technology 265D, First Responders Awareness & Operations of Weapons of Mass Destruction.*

Murphy requested approval of Fire Protection Technology 265D to be offered in early fall at Miramar. Miramar was asked at the last minute to design this course.

*Fire Protection Technology 265D was approved pending technical review.*

**M/S/P** (Andersen, Shaffer)

*Fire Protection Technology 308A, Confined Space Operations*

Murphy requested approval of FIPT 308A with a change from 1 unit to 1.5 units in order to comply with state regulations. There was no significant content change for the course. The effective term is Fall 2006. Manzoni believed that the course number must also change when changing the unit value. Neault said setting-up a course with variable units in the beginning allows a course to have a change in units and hours. Without variable units, the same course cannot have different attributes if the course number is kept the same because of equivalencies and transfers. FIPT 308A was not a variable unit course. Murphy believed that the District was trying to get away from variable units. Gustin suggested creating a method to change units and hours for vocational courses that are constantly dealing with this issue because of the requirements set by the accrediting agencies. Short said that the state requested that the lab and lecture hours increase to allow more time in the instruction of the course, making it 1.5 units. Neault said this would make it a new course and said it is important to determine if these changes are program requirements. Lombardi said it is a requirement for a Certificate of Completion, a Certificate of Achievement and an Associate Degree. Manzoni suggested that if the state has only requested for more lab/lecture time for the course, the lab/lecture hours may be increased with keeping the unit number the same. Short said he will research this. Neault said that the hours and units of a course must

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have a reasonable relationship. CIC does not vote on a change in hours. Harada is researching the alignment of whether hours and units. Manzoni said that in the past, the minimum number of hours to units is identified, but maximum hours for specified units have not been specified. Short will contact Instructional Services to change the hours.

*Physical Education 205, Intercollegiate Basketball II*

*Physical Education 219, Intercollegiate Swimming II*

*Physical Education 251A, Professional Activities/Basketball I*

*Physical Education 251B, Professional Activities/Basketball II*

Murphy requested activation of PHYE 205, 219, 251A, and 251B at Miramar. These courses will be added to the UC Transfer Course proposal list. The effective date for PHYE 205, 251A, and 251B is fall 2006. The effective date for PHYE 219 is spring 2007. Armstrong said this was the first time she heard about this and asked if discussions had occurred regarding competition for enrollment. Neault said that the Cabinet was informed that the Athletic instructors met on this and Mesa and City gave approval. Murphy said that the Miramar Athletic director is getting his pool of students from the Miramar area. Andersen said that all these courses must be reviewed for six-year review and all must be submitted for the UC Transfer Course List.

*PHYE 205, PHYE 219, PHYE 251A, PHYE 251B, and ARTF 125 were approved pending technical review. PHYE 205, PHYE 219, PHYE 251A, and PHYE 251B will be added to the UC Transfer Course proposal list. ARTF 125 will be added to the SDCCD General Education – Area C, District Multicultural Requirements, CSUGE (Breadth) – Area C1, IGET – Area 3, and UC Transferability proposal lists.  
M/S/P (Andersen, Manzoni)*

*Art-Fine Art 125, History of Art: Far Eastern Art*

Murphy said that Art-Fine Art 125 had been deactivated but Miramar has identified an instructor to teach the course and therefore want to reactivate the course. VanHouten said we need to check if the other colleges offer the course because the wrong proposal type may have been chosen. Andersen clarified that the proposal is a reactivation and that there was a textbook update in 2004. The effective date is Spring 2007.

*PHYE 205, PHYE 219, PHYE 251A, PHYE 251B, and ARTF 125 were approved pending technical review. PHYE 205, PHYE 219, PHYE 251A, and PHYE 251B will be added to the UC transferability proposal list. ARTF 125 will be added to the SDCCD General Education – Area C, District Multicultural Requirements, CSUGE (Breadth) – Area C1, IGET – Area 3, and UC Transferability proposal lists.  
M/S/P (Andersen, Manzoni)*

*Computer Business Technology 175, Desktop Publishing Essentials*

*Computer Business Technology 176, Advanced Desktop Publishing and Typography*

Gustin requested approval of CBTE 175 and 176 as CBTE 165 and 177 were approved at this meeting. All four courses should have been approved together. Karen Owens believed that all the required changes to these courses were made. VanHouten said that courses were listed prerequisites but did not have the entry skills matched. Owens will work with Instructional Services to complete the proposals accurately.

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*CBTE 175 and CBTE 176 were approved with the requisite changes and pending technical review.* **M/S/P (Gustin, Short)**

*Consumer Studies 110, Personal Financial Management*

Gustin requested distance education approval for CONF 110, an existing course taught at all three colleges. This course could be offered through distance education as a way of expanding military education. There is a meeting next week with the military education representatives.

*CONF 110 and DRAM 151 were approved for distance education. Mathematics 015D, and HEAL 190 were approved.* **M/S/P (Armstrong, Gustin)**

*Dramatic Arts 151, Cinema as Art and Communication II*

Gustin requested distance education approval for DRAM 151. The effective date is Spring 2007. Gustin said it is important to note that the instructors received training from SDCCD Online. Lombardi said that City has a specific statement which states that accommodations will be made. Murphy suggested having a check box with the standard statement in CurricUNET. VanHouten said that the CurricUNET Steering committee discussed having fields populated with the standard language but they did not decide on the language. Harada said that DSPS gave the committee language in an information box and it appears when doing the entry but does not appear on the printed report. This will be discussed at the next CurricUNET Steering Committee.

*CONF 110 and DRAM 151 were approved for distance education. Mathematics 015D, and HEAL 190 were approved.* **M/S/P (Armstrong, Gustin)**

*Mathematics 015D, Geometry Refresher*

Gustin requested approval of Mathematics 015D. Mathematics 015A, B, and C were approved at a previous CIC meeting. Lombardi requested activation at City and Short requested activation at Miramar. Gustin will check if this proposal is for Summer or Fall.

*CONF 110 and DRAM 151 were approved for distance education. Mathematics 015D, and HEAL 190 were approved.* **M/S/P (Armstrong, Gustin)**

*Health Education 190, Health Education for Teachers*

Gustin requested approval of HEAL 190. In order to comply with state regulations, there was a change in one objective for the course. Gustin will fix the typographical and formatting errors. This course was recently integrated.

*CONF 110 and DRAM 151 were approved for distance education. Mathematics 015D, and HEAL 190 were approved.* **M/S/P (Armstrong, Gustin)**

*Photography 265E, Photographic Darkroom and Lab*

Lombardi said this course had been discussed at CIC previously. Photography 265F was approved at the 05/11/06 CIC meeting. She identified a typographical error of the number of times the course could be taken from a 4 to a 1. The effective term is summer.

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*PHOTO 265E, CISC 193, CISC 205, and CISC 210 were approved.  
M/S/P (Lombardi, Murphy)*

*Computer and Information Sciences 193, Microsoft C# Software Engineering I  
Computer and Information Sciences 205, Object Oriented Programming using C++  
Computer and Information Sciences 210, System Analysis and Design*

Andersen said that CISC 193, 205, and 210 were new courses written at Mesa and activated at City. Comparable courses are already approved at other community colleges for UC transfer. She requested the courses be added to the UC transfer course list. Murphy said Miramar offers CISC 205 and 210.

*PHOTO 265E, CISC 193, CISC 205, and CISC 210 were approved.  
M/S/P (Lombardi, Murphy)*

*Computer and Information Sciences 189A, Introduction to Programming I  
Computer and Information Sciences 189B, Introduction to Programming II*

Although Mesa was not planning on offering these courses for fall 2006, Murphy said these courses must be approved in order to have them submitted for GE transfer. Parker said that CISC 189A and CISC 189B are a version of CISC 190. Students in the CISC 190 had different levels of programming experience. For the students with limited programming experience, CISC 190 was split into two courses: CISC 189A and CISC 189B. CISC 190 was retained for students with programming experience. There are limitations on enrollment that do not allow students who enroll in CISC 190 to be able to enroll in CISC 189A or CISC 189B. They are not going on the equivalency table because of the difference in unit value. UCSD has also implemented a two-course sequence as they were faced with the same issue. Gustin said that this has already gone through technical review. Lombardi requested activation for City. CISC 189A & CISC 189B will be added to the UC transfer course proposal list.

*CISC 189A and 189B were approved with activation at City.  
M/S/P (Gustin, Lombardi)*

**V. STANDING REPORTS**

**A. Curriculum Updating Project**

There are 241 courses left to integrate.

**B. CurricUNET Steering Committee (no report)**

**C. Student Services Council (no report)**

**D. State Academic Senate (no report)**

**E. CIO (Chief Instructional Officers) (no report)**

**F. Articulation Officers (no report)**

**VI. ANNOUNCEMENTS**

**A. The next CIC meeting, August 23, 2006, is virtual.**

**B. The deadline date for curriculum to be included in the Spring 2007 printed schedule is the September 14, 2006 CIC meeting.**

**C. Handouts:**

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Today's CIC Meeting Agenda  
Draft Minutes from last CIC meeting  
Curriculum Summaries  
Continuing Education Curriculum Summaries  
Curriculum Approval Calendar  
Curriculum Updating Project  
CSUGE, IGETC, and District GE Transferability List  
Board docket deadline dates

**VII. ADJOURNMENT**

*Harada adjourned the meeting at 3:53 pm.*