

San Diego Community College District Curriculum and Instructional Council

APPROVED

Meeting of November 29, 2007
2:00 PM—District Office—Muir
Location, Z-405

MINUTES

PRESENT:

Andersen, Libby	Articulation Officer—City College
Armstrong, Elizabeth	Vice President, Instruction—Mesa College
Gustin, Paula	Curriculum Chair—Mesa College
Hess, Shelly	Dean, Curriculum & Instructional Services—District Office
Ingle, Henry T.	Vice Chancellor, Instructional Services, Planning & 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	Articulation Officer—Mesa College
Short, Duane	Academic Senate Representative, Articulation Officer—Miramar College
Weaver, Roma	Curriculum Chair—Continuing Education

ABSENT:

Ellison, Brian	Vice President, Instruction & Student Services—Continuing Education
Matthew, Esther	Representative, Academic Senate—Continuing Education
Vincent, Bill	Vice President, Instruction—Miramar College

STAFF:

VanHouten, Laurie	Curriculum Analyst, Curriculum & Instructional Services—District Office
Nasca, Shannon	Senior Secretary, Curriculum & Instructional 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: November 08, 2007 Minutes

The minutes were approved as amended. M/S/P (Short/Murphy)

- B. Approval of: November 29, 2007 Agenda

Added to the Agenda:

Lower Division Transfer Patter (LDTP) Update

Anthropology 205, Introduction to Medical Anthropology

Computer Information Science 220, Fundamentals of Computer Game
Programming

The agenda was approved as amended. M/S/P (Andersen/Parker)

II. CURRICULUM REVIEW/APPROVAL

- A. Approval of Curriculum

The curriculum was approved by consent. M/S/P (Andersen/Gustin)

- B. Approval of Program Changes

Real Estate

Armstrong asked for clarification regarding which degree was being awarded for the Real Estate program at Miramar. Duane Short's understanding is the degree is a Certificate of Achievement. Armstrong stated it would be helpful when reviewing new programs if the degree(s) awarded is stated.

The program was approved by consent. M/S/P (Andersen/Manzoni)

- C. Approval of Continuing Education Curriculum

None.

- D. Approval of District and Transfer General Education Patterns

Shelly Hess informed the Council a few changes were made to the District and Transfer General Education Patterns list. They are as follows: DRAM 108 was added to the SDCCD GE, CSU GE BREADTH, IGETC and UC Transfer columns; JOUR 202 was not previously approved by the CIC Council; PERG 130 was previously approved by the CIC Council. Gustin recommended including Mesa College's walk-in course, Anthropology 205, on the District and Transfer General Education Patterns.

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Duane Short questioned if the Council had reviewed any nutrition courses and if they were common for submission for GE. Parker answered yes and there are several institutions that have the same Nutrition 153 course approved for GE.

The District and Transfer General Education Patterns list was amended as follows: Added was Anthropology 205 added to SDCCD GE and CSU GE (Breadth). The District and Transfer General Education Patterns list was approved as amended. M/S/P (Short/Gustin)

III. OLD BUSINESS

A. Course Integration

Laurie Van Houten explained to the Council the Course Integration list was revised and campus responsibilities were reassigned. The courses highlighted in green are courses offered by one campus; therefore that campus is responsible for integrating them. There are only two courses on the list offered by more than one campus including: Accounting 121 and Speech 104. Van Houten asked City and Mesa decide which college will be responsible for which course. Andersen stated Sally Deaton from City College would want to be responsible for Accounting 121. Lombardi agreed with Andersen and stated that City College would like to be responsible for the Accounting 121 integration.

Gustin commented Mesa College has strongly encouraged the Black Studies department to review their course outlines. She recommended Mesa College coordinate with City College when they review the Black Studies (BLAS) courses. Gustin explained some of the courses Mesa College needs to integrate are not offered at City College; however, she hopes Mesa and City can work together to finish the courses on the list. She feels they need to be looked at and some of them may be on the American Institutions list. Andersen commented that BLAS 140A and 140B were revised, but they are not on the list. Gustin offered the background; Mesa College is in the process of updating History and Political Science courses. The departments noticed some inconsistencies and questioned why the BLAS outlines are not the same. Therefore, Gustin recommended City College to integrate the BLAS courses. Lombardi agreed and commented City faculty are available to assist with this process. She asked if a Dean would coordinate a meeting between Mesa and City College. Gustin recommended Jodie Corliss to coordinate the meeting. Parker explained there are additional areas in the CSU GE (Breadth) and IGETC pattern that are appropriate for Black Studies. However, the course outlines are too outdated to be submitted for approval.

Gustin requested Council Guidance regarding Mesa College History courses in the curriculum development process. Some of the course descriptions include the following statement that was introduced 10-12 years ago, "These courses taken in conjunction with other course(s) fulfill certain areas like American Institutions, etc". Gustin asked for clarification whether this statement should be included in all of the course outlines. Van Houten mentioned there was concern incorporating the language in some of the American Institutions courses, i.e., Black Studies, History, and Chicano Studies. Faculty have expressed they want the language to stay in the course description. Van Houten stated she would

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review past CIC minutes for the Council's recommendations. Parker interjected her concern that other disciplines do not have the language in their course descriptions and the potential impacts if it were included in all of the courses. Andersen looked at Chicano Studies 141A and explained it is listed as a UC Transfer Course List. Chicano Studies 141A, 140B, Black Studies 141A, 141B and History 109 and 110 combined appear to be ASSIST language. Parker added History 109 taken in conjunction with History 110, 115B, 123, 141 and a list of Black Studies courses satisfies CSU, American Institutions and California Government requirement.

Parker reiterated again the faculty commented if the language is included for those three discipline areas then it should be included in all. Van Houten answered all courses have the language in there. Parker explained there are some variations. Van Houten clarified the language is not consistent and Parker answered yes.

Short clarified Parker's statement; faculty want to add language to the course descriptions that does not currently exist. Parker explained the faculty either want the language in all courses or none of them. Short argued adding GE information to all the course descriptions would not be beneficial to students as these are too many courses. Ingle interjected as GE curriculum changes we would have to go back and find all of the courses that are impacted. Hess stated she was also concerned we are clarifying the American institutions requirement as well.

Short brought up a related concern. There is a shared course between all three colleges in which the course description states the course is required for a certain degree. He continued the course is taught at Miramar, and is not required for the degree at Miramar however it reads that way in the catalog which is misleading. Short feels the District should minimize that kind of language to avoid this type of situation in the future.

Hess asked the Council if the subject needed to be brought back to another CIC meeting for further discussion. Lynn Neault recommended analyzing courses with course descriptions that contain references to GE requirements. Gustin suggested that the Steering committee review the analysis and Hess agreed.

Short referred to the Course Integration List. The list referenced Miramar as the responsible campus for integrating Personal Growth (PERG) 030. However, the notes indicated that City College is in the process of integrating it. Andersen stated PERG 030 is being worked on by City College.

Ron Manzoni suggested the Council consider all three colleges will be dealing with accreditation soon. He referred to the courses Gustin asked about that have not been reviewed in 10-12 years and stated the colleges have an obligation to review courses every six-years. Manzoni recommended in consideration of the upcoming accreditation review the college consider not offering any course that has not been reviewed or integrated since 2001 beginning in the Fall 2008 semester. Lombardi commented that puts a lot of pressure the Air Conditioning discipline

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where there is one relatively new faculty member and a lot of courses. Manzoni is concerned with accreditation. It is imperative to discuss at the colleges'

Curriculum Review Committee meetings. Manzoni commented that the accreditation personnel will probably not care about whether or not the courses are integrated because the District is far ahead of most institutions and they probably will not understand what course integration is; however, they will be concerned about courses which haven't been reviewed in almost 20 years.

Discussion continued regarding the feasibility of enforcing Manzoni's proposal to not offer courses in Fall 2008 that have not been reviewed prior to 2001. Additionally there were some concerns about departments creating new courses when they have several existing courses that need to be updated.

Motion: Curriculum Review Committee Co-Chairs take the courses not integrated issue to their committees with a recommendation that any course outlines that have not been reviewed or updated since 2001 will not be offered for the Fall 2008 semester.
M/S/P (Manzoni/Murphy)

B. Lower Division Transfer Pattern (LDTP) Update

Short updated the Council on the Lower Division Transfer Pattern (LDTP). He stated there has not been much change to the LDTP situation. At the end of last semester the Region 10 Transfer Center Directors and Articulation Officers along with two other regions, put forward a statement explaining the issues perceived with LDTP urging the community colleges to wait to participate until the issues are resolved. One of the colleges involved in the Region 10 statement brought it to the statewide Academic Senate and there was a resolution that was approved at the statewide Academic Senate. The resolution was worded slightly different, instead of refraining from participate in LDTP, it appointed a group of community college personnel to work with the CSU system to fix some of the issues with LDTP. One issue is how LDTP benefits the students.

San Diego State University (SDSU) informed the community colleges they will be replacing their Accounting courses with LDTP. Short stated the community colleges will no longer have the opportunity to articulate Accounting courses in any way with SDSU other than through LDTP. If we submit our Accounting courses through the normal articulation process SDSU will not consider them. Manzoni asked Short whom he heard this information from. Short answered the Articulation Officer from SDSU.

Short mentioned even though nothing has been officially announced, he has heard that SDSU is planning on doing the same thing with Economics and Biology. Lynn Neault expressed concern over whether or not a statewide taskforce had met since she brought this subject up at consultation six months ago. Carole Bogue-Feinour, who was supposed to get in touch with CSU immediately on this issue. Andersen told the Council at the SCIAM meeting in October 2007, Short asked the CSU representative specifically about SDSU only accepting LDTP for articulation and the representative said that is not what LDTP was created to do, but if a CSU campus decides to only articulate through

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LDTP it is that campuses departments' decision. Short added the CSU Chancellor's Office has published newsletters stating this situation would not happen.

Parker and Andersen expressed their concern with the LDTP impacting curriculum development. It seems the CSU's are dictating what the community college's course student learning outcomes must be in order to articulate with them. This type of dictation impacts our own student's needs.

IV. NEW BUSINESS

A. Course Proposal for District Health Education Requirement

Parker informed the Council the Evaluators brought up the topic of the District health Education requirement when they attended to the last District Articulation Council (DAC) meeting. The Evaluators proposed, some time ago, the District Health Requirement be expanded so students had more options to meet the requirement. The Evaluators provided DAC a list of recommended courses and wanted it brought to CIC to be taken to the campuses for consideration. Some of the other community colleges in the region have various types of courses that meet their health requirement. Parker explained students coming to the district to take courses are asking why they cannot clear the health requirement at our district with a course from another college. The Evaluators reviewed the information with some of the other community colleges in Region 10 to see what their policies were and made their proposal based on the information they gathered. Neault asked why this issue was brought to DAC. Andersen thinks it is important that when a proposal is brought up to CIC it needs to be more in depth with an explanation as to why there is no definition for Health Education requirement other than Health 101. It becomes a faculty issue and goes to the curriculum committees and Academic Senates. Neault advised them that it is a curriculum issue. Manzoni separated the issues: 1) the Evaluators created a list and that is fine; 2) there should be an agreement with the colleges in SDICCA that if a student satisfies an institution graduation requirement from one of the areas that it automatically be accepted at other SDICCA colleges. This would be an easy thing to implement. Manzoni continued he would go as far as to say we require English 101 for the associate degree then if another institution has a lower course then we should certify them as well. Neault commented that we would have a lot of issues with general education (GE). Manzoni clarified he is only referring to reciprocity with the SDICCA colleges for GE. There are colleges in other parts of the state that have reciprocity and it helps the students.

Neault informed the Council the Evaluators subcommittee was meeting the next week and she would bring this subject up. She stated one problem is the Evaluators at each college do things differently. Now they are bringing issues forward via DAC and their own council. How they apply graduation requirements, particularly with incoming transcripts, is very different from each college. This would be a good issue to bring up at the next joint SSC/CIC meeting. Hess announced the topic would be brought to the joint SSC/CIC meeting on February 21, 2008.

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B. Non-Compliant Degrees

Hess informed the Council the Non-compliant degrees otherwise known as Liberal Arts, and Transfer Studies Degrees need to be modified before the 2008-2009 catalog deadline. She reminded the Council the Title 5 Subcommittee is meeting on December 10, 2007, and the State Chancellor's Office is having another CConfer teleconference on December 5, 2007. Hess explained in the last CConfer teleconference the Chancellor's office gave guidance and direction that should be taken to implement the modifications. Hess and Neault discussed the importance of making sure we are in compliance and we have a degree equivalent to our Liberal Studies, Selected Studies and Transfer Studies degrees. Those are a majority of the degrees our District's students are earning.

Hess asked Short to give the Council an update. Short shared Miramar's intention is to replace the Transfer Studies degree with a series of degrees that are flexible in nature. They would have one or two core courses and a list of restricted electives that students can choose from in a variety of different disciplines. Short called the State Chancellor's Office and spoke with Stephanie Low to make sure Miramar's plan would be acceptable. It is okay with the State Chancellor's Office if we change the non-compliant degree to a collection of degrees. When Miramar submits their new degrees they will staple the 20 or so degrees that they plan to make can all be submitted with one non-compliant form.

Armstrong informed the Council she has done a considerable amount of research to find out if there are any models in existence at other colleges statewide. So far she has not found any. Her concern is the State Chancellor's Office is asking the colleges to submit specific course work. When looking at Mesa and the numbers of degrees earned by students: the Liberal Studies Degree is less than 20 a year, Selective Studies is 24 a year and Transfer Studies is almost 800 a year. When Mesa awards a Transfer Studies Degree the Counselor works very closely with the student on their transfer institution. Armstrong is not confident in our ability to pull all of the information up, get it through the curriculum process for all of the variety of degrees in time for the July deadline. She knows we have to do it but she feels it is a significant disservice and she thinks we should continue to protest to the State anyway we can. This movement simply makes more work and is of no advantage to the students and is counter to the direction the community colleges have been given to increase transfers.

Neault stated we would not want to go an entire year with out the Transfer Studies degree. Manzoni stated we have to have a degree that has a major. If they are suggesting that we have to have specific courses, the last regulation he read states the curriculum committees decide not the State Chancellor's Office. Our protest should be the district does what it thinks is right. Manzoni stated if our District is having difficulty with this then other colleges in the state are too. He suggested having a statement that student's must have a major with 18 units. Several Council members asked what if the state wants the specific coursework listed and Manzoni said we say we will have 18 units that is comparable to what the

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transferring institution wants and that is how we interpret it. Neault asked what happens to the students. She stressed to Hess that she does not want a year lapse where we are not awarding the Transfer Studies Degree because it is 80% of the degrees the colleges issue.

Hess informed the Council another topic that arose at the SSC meeting is currently in our Transfer Studies Degree students do not have to take the District GE physical education requirement. Manzoni stated that was why we have it. Hess stated that will be a discussion at the Title 5 Subcommittee meeting. Neault asked Short if Miramar planned to put those back into the degrees they are proposing. Short clarified Miramar is proposing for each flexible major students can select from one of three GE patterns. Those patterns being the District GE, CSU GE or IGETC. Neault asked if a student chose the District GE pattern then they would have the health education requirement and Short answered yes. Short explained although these degrees are intended for transfer to some of the private institutions it would be more advantageous for the student to complete the local GE. Neault rebutted if the district goes back to that we will be right back where we were before. Short stated we would still have CSU GE and IGETC as other alternatives. Armstrong stated it is the several courses that constitute the major. Short explained he went to about 20 different universities and looked at LDTP and what they would require for the prep for major. For example, he researched Art, and everyone wanted two Art History courses and aside from that it really depended on which Art major a student wants and at what university. So, Miramar will have the two Art History courses required and a list of about 30 restricted electives. The student with the help of a Counselor would choose among those 30 restricted electives depending on their intended destination to make up the remainder of their 18 units required for the major. He continued Miramar is very concerned about this and they are trying to be very proactive at the college because they currently do not have any academic degrees other than Transfer Studies, essentially every other degree is vocational in nature.

Andersen commented that she has been discussing the issue with a number of larger departments at City College trying to get a sense of how they feel. The departments are looking at the area of emphasis designation not the prep for the major designation as a solution. She stated that some faculty believe that they can combine related disciplines. For example, having physical and biological sciences together, listing the restricted electives, then the student along with a Counselor's help, would choose the restricted electives. Hess added that came up in the last CCConfer teleconference and they were okay with that, except they did not want the colleges picking all of the courses in a specified GE area. We would have to be specific in what we add to it. Andersen stated the courses listed would be articulated so all of the articulation that is in place for those majors would be listed.

Neault suggested having an emergency plan approach to the non-compliant degree changes. She stated there is not a lot of time to meet and discuss the situation. Neault suggested bypassing CurricUNET and getting others to help. Gustin stated the three colleges should not have different solutions. Short agreed there should be an emergency procedure in place. He commented he supports standardization between the three colleges however he would like to add that

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Miramar does not have any Academic Degrees. Miramar is eager to go forward with their flexible degree proposal.

Hess stated the Title 5 Subcommittee will discuss the non-compliant degree at the Title 5 Subcommittee meeting on Monday December 10th.

C. Certificate of Achievement

Hess reminded the Council, that the November 8th CIC meeting it was discussed to research how many Certificates of Completion are awarded to students and requested to be posted to their transcripts. She has asked Research and Planning for the numbers. Armstrong informed Hess that the Mesa Evaluators created a list for her of the last three years. Neault informed Hess that Research and Planning will not have a complete list. She stated the campus Evaluators can give a complete list. Manzoni suggested proposed names to replace the Certificates of Completion. Hess stated the proposed replacement names will be discussed at the Title 5 subcommittee meeting.

D. CIC Retreat

Hess stated there was discussion of CIC having a retreat in January. The Instructional Services Office will propose dates and send them by email to the Council.

E. Walked-In Curriculum

Anthropology 205, Introduction to Medical Anthropology

Gustin explained to the Council that Anthropology 205 is the permanent replacement of an experimental course. It is an introduction to Medical Anthropology. Gustin acknowledged Murphy had a comment regarding the course being a lower division course and not an upper division course. Juliette Parker explained that the other colleges that offer the course, with the exception of CSU Channel Islands, are at the community college level. The CSU Channel Islands course offers a different perspective than Anthropology 205. Parker continued when Mesa College looked at offering the course it was modeled on a course that was already CSU GE approved.

Anthropology 205, Introduction to Medical Anthropology course was approved for Mesa College. M/S/P (Lombardi/Andersen)

Computer and Information Systems 220, Fundamentals of Computer Game Programming

Computer and Information Systems 220 course was previously tabled. It was added to the agenda for approval.

Computer and Information Systems 220, Fundamentals of Computer Game Programming M/S/P (Manzoni/Andersen)

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V. STANDING REPORTS

A. Curriculum Updating Project

Discussed under old business.

B. CurricUNET Steering Committee

Van Houten informed the Council that the Steering Committee is meeting on December 6, 2007, to finalize the data entry fields and the reports for the change to the program piece of CurricUNET. The IS office will be cleaning up the data in January and implement the changes in the Spring 2008 semester.

Roma Weaver informed the Council that Continuing Education is running about two weeks behind schedule with their implementation of CurricUNET. They do not have their test site up yet, but they are still hoping to go live in February.

C. Student Services Council

Neault informed the Council that SSC met earlier that morning and discussed the Freshman Experience plan for next year. The SSC also met with the transfer Center Directors and talked about transfer issues.

The priority registration for Active Military (not dependants) was discussed. There is some confusion at the state level in determining what priority registration means. Some colleges are giving priority registration to all veterans, which in our district would be half of our student body. The implementation is all over the board. Neault has asked the state for implementation guidelines. They also discussed the tuition assistance program for military spouses. This is a new Department of Defense Pilot through the Workforce Development Partnership in specified program areas.

D. State Academic Senate

No report.

E. Chief Instructional Officers

No report.

F. Articulation Officers

No report.

VI. ANNOUNCEMENTS

A. The December 13, 2007, meeting will be held from 2:00 p.m.–4:00 p.m. at City College in room T-216.

B. Proposals for the December 13, 2007, CIC meeting will be due to Instructional Services by 5:00 p.m. on Friday, November 30, 2007.

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C. Handouts:

1. November 29, 2007, CIC Meeting Agenda
2. Draft Minutes from the November 08, 2007, CIC meeting
3. Curriculum Summary
4. District and Transfer General Education Patterns List
5. Courses Not Integrated List
6. Curriculum Updating Project
7. CIC Action Lists

VII. ADJOURNMENT

Hess adjourned the meeting at 3:43 p.m.