

San Diego Community College District Curriculum and Instructional Council

Meeting of November 8, 2018

2:00 P.M.

Mesa College, LRC 432

7250 Mesa College Dr.,

San Diego, CA 92111

Approved Minutes

PRESENT:

Boots, Jennifer	Curriculum Chair—City College
Bulger, Stephanie	Vice Chancellor, Instructional Services—District Office
Cain, Matthew	Faculty, Proxy for Duane Short—Miramar College
Fischthal, Michelle	Vice President, Instructional Services—Continuing Education
Gholson, Richard	Curriculum Chair—Continuing Education
Hess, Shelly	Dean, Curriculum Services—District Office
Hoffman, Andrew	Curriculum Chair—Mesa College
Hopkins, Paulette	Vice President, Instructional Services—Miramar College
Norvell, Elizabeth	Articulation Officer—City College
Palma-Sanft, Mara	Articulation Officer—Miramar College
Parker, Juliette	Articulation Officer—Mesa College
Shimazaki, Leslie	Interim Vice President, Instruction—Mesa College
Spradley, Minou	Acting Vice President, Instructional Services—City College

ABSENT:

Gil, Patricia	Curriculum Technician, Curriculum Services—District Office
Marrone, Erica	Curriculum Analyst, Curriculum Services—District Office
Neault, Lynn	Vice Chancellor, Student Services—District Office
Short, Duane	Curriculum Chair—Miramar College

STAFF:

Clark, Jacqueline	Senior Secretary, Curriculum Services—District Office
Radley, Michelle	Curriculum Technician, Curriculum Services—District Office
Scott, Carmen	Curriculum Technician, Curriculum Services—District Office

GUEST:

Caesar, Cassandra	Counselor—Continuing Education
Payne, Desiree	Curriculum Analyst—Continuing Education

Vice Chancellor Bulger called the meeting to order at 2:08 p.m.

I. INTRODUCTIONS

Bulger asked the Council members to introduce themselves to Matthew Cain who is the faculty proxy attending on behalf of Duane Short.

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II. MINUTES AND AGENDA

A. Approval of: October 25, 2018, Minutes (*Action*)

The council reviewed the minutes and made edits to the October 25, 2018 minutes.

<i>Recommend Approval of the October 25 , 2018 Minutes as Amended</i>
<i>Motion by Palma-Sanft</i>
<i>Second by Hoffman</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Fischthal, Gholson, Hopkins, Norvell, Parker, Shimazaki, Spradley</i>
<i>Abstain: Cain</i>

B. Approval of: October 25, 2018 Meeting Agenda (*Action*)

Hoffman requested to move the approval of the Mesa College New Subject Indicator Request-Neurodiagnostic Technician (NDTE) from new business to old business.

<i>Recommend Approval of the October 25 , 2018 Agenda as Amended</i>
<i>Motion by Hoffman</i>
<i>Second by Spradley</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Cain, Fischthal, Gholson, Hopkins, Norvell, Parker, Palma-Sanft, Shimazaki</i>

III. CURRICULUM REVIEW/APPROVAL

A. Approval of Curriculum (*Action*)

Miramar requested to pull:

1. Exercise Science 292
2. Exercise Science 293

City requested to pull:

1. Fine Art 155B
2. Business 129
3. CBTE 165
4. Exercise Science 292
5. Exercise Science 293

Mesa requested to pull:

1. Drama 107

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2. Music 240

<i>Recommend Approval of Curriculum Review as Amended</i>
<i>Motion by Hoffman</i>
<i>Second by Norvell</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Cain, Fischthal, Gholson, Hopkins, Parker, Palma-Sanft, Shimazaki, Spradley</i>

B. Approval of Program Changes (**Action**)

<i>Recommend Approval of Program Changes</i>
<i>Motion by Palma-Sanft</i>
<i>Second by Hoffman</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Cain, Fischthal, Gholson, Hopkins, Norvell, Parker, Shimazaki, Spradley</i>

C. Approval of Continuing Education Curriculum (**Action**)

No Continuing Education curriculum

D. Approval of Continuing Education Program Changes (**Action**)

No Continuing Education programs

E. G.E./Transferability Actions (**Action**)

Hess noted that Math 92 and FIPT 150B are G.E. Transferability courses that have already been approved. The committee voted on adding these courses to SDCCD General Education and Other Graduation Requirements.

<i>Recommend Approval of G.E./Transferability Actions</i>
<i>Motion by Norvell</i>
<i>Second by Palma-Sanft</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Cain, Fischthal, Gholson, Hoffman, Hopkins, Parker, Shimazaki, Spradley</i>

F. ART-FINE 155B (**Action**)

City and Miramar requested that Art-Fine 155A be the pre-requisite to Art-Fine 155B. Mesa College faculty requested to keep Fine Art 155B as is with Art-Fine

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155A an advisory. Hoffman motioned to approve Art-Fine 155B with the advisory and the council voted.

Jennifer Boots arrived at 2:25 pm

<i>Recommend Approval of Art-Fine 155B</i>
<i>Motion by Hoffman</i>
<i>Second by Parker</i>
<i>Final Resolution: Motion carries</i>
<i>Opposed: Boots, Cain, Gholson, Hopkins, Norvell, Palma-Sanft, Spradley</i>
<i>Abstain: Fischthal, Shimazaki</i>

There was further discussion regarding next steps. Hess explained the existing proposal would not move forward in CurricUNET since it was not approved. Therefore, it would need to be revised or deleted. She explained since Mesa College is the originator of the existing proposal in CurricUNET, Mesa faculty would have to add the prerequisite because it requires content review. There was mention of a Districtwide Discipline meeting where adding the pre-requisite was discussed. The agreement at the meeting was to move the proposal forward to CIC for a vote and depending on the decision, the existing proposal could be approved and then a new proposal could be submitted with the prerequisite change.

Parker noted that the course has been in articulation for many years at San Diego State without the 155A pre-requisite.

Boots proposed to rescind the first vote on Art-Fine 155B.

<i>Recommend Approval to rescind the first vote approving Art-Fine 155B</i>
<i>Motion by Boots</i>
<i>Second by Hoffman</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Cain, Fischthal, Gholson, Hopkins, Norvell, Palma-Sanft, Parker, Shimazaki, Spradley</i>

Hoffman motioned to approve Art-Fine 155B as is.

<i>Recommend Approval of Art-Fine 155B</i>
<i>Motion by Hoffman</i>
<i>Second by Boots</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Cain, Fischthal, Gholson, Hopkins, Norvell, Palma-Sanft, Parker, Shimazaki, Spradley</i>

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G. Music 240 (*Action*)

Hoffman requested an edit to the course description by adding a space between two words and a comma.

<i>Recommend Approval of Music 240</i>
<i>Motion by Parker</i>
<i>Second by Palma-Sanft</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Boots, Cain, Fischthal, Gholson, Hoffman, Hopkins, Norvell, Shimazaki, Spradley</i>

The following curriculum was pulled and tabled for discussion at the next CIC meeting.

- Business 129
- CBTE 165
- Drama 107
- Exercise Science 292 & 293

IV. OLD BUSINESS

A. AB 705 Addressing Math and English Curriculum Impacts (Information)

Hess reported that Friday, November 9th is the deadline for all of the decisions on the AB 705 requisite and advisory impacts. Hess will send email reminders to the departments that she has not received their decision. A final list will be provided at the next CIC meeting.

B. Mesa College New Subject Indicator Request—Neurodiagnostic Technician (NDTE) (Action)

Mesa College requested a new designator for a new program. It is a CTE program with 18 new classes designed to train technicians on how to perform EKG's. Hoffman provided a handout of information.

<i>Recommend Approval of Mesa College New Subject Indicator- Neurodiagnostic Technician (NDTE)</i>
<i>Motion by Hoffman</i>
<i>Second by Parker</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Boots, Cain, Fischthal, Gholson, Hopkins, Norvell, Palma-Sanft, Shimazaki, Spradley</i>

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V. NEW BUSINESS

A. Mesa College New Subject Indicator Request-(PHRM)

<i>Recommend Approval of Mesa College New Subject Indicator- (PHRM)</i>
<i>Motion by Hoffman</i>
<i>Second by Parker</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Boots, Cain, Fischthal, Gholson, Hopkins, Norvell, Palma-Sanft, Shimazaki, Spradley</i>

VI. STANDING REPORTS

A. Local and State—Curriculum Streamlining Process (Bulger/Hess)

Hess provided clarification regarding the memo that was sent from the Chancellor’s office requesting that the district remove all of the existing programs that are not approved and resubmit them. Hess explained that COCI had not been updated to accommodate this request. The Chancellor’s Office is currently updating the curriculum inventory (COCI) and once it is updated, the program submissions will be like the course submissions, revisions will be automatically approved. This does not include ADT’s. Hess noted that if anyone chooses to submit their revisions before the update, they will have to remove it and resubmit. She will contact Jackie Escajeda in the Chancellor’s office regarding the change to the software and forward an update to the council when revisions can be made.

B. Legislative Update (Bulger)

Bulger shared information regarding SB 1071 which requires the Chancellor of the California Community Colleges, in collaboration with the Academic Senate for the California Community Colleges, to begin development of a uniform policy to award military personnel and veterans with an official Joint Services Transcript by September 2019. Colleges must adopt a similar policy by December 31, 2020. She emphasized the importance of being involved in the construction of this policy since there will be regulations and mandates required of the District. There are other colleges who are giving up to 40 credits. Currently the District offers 10 credits and is flexible to changing it based on statewide policies.

Palma-Sanft mentioned that there is a Region X Articulation Officer from Palomar College on this committee.

Boots shared that at a recent plenary session, there was a huge push for giving prior credit and equivalency especially in CTE. There was discussion of finding creative ways to meet equivalency and specific general education requirements for those who do not have an Associate’s Degree.

Parker stated that she hopes the colleges consult with the UC & USC partners in relation to transfer due to the different policies that apply at each institution.

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C. Curriculum Updating Project (Hess)

No Report

D. CurricUNET Steering Committee (Hess)

No Report

E. Student Services Council (Neault)

No Report

F. State Academic Senate

The following items were discussed at the ASCCC Fall 2018 Plenary session, November 1-3, 2018:

1. A resolution was passed to support the University of California Associate Degrees for Transfer in Physics and Chemistry. It was resolved, that the Academic Senate for California Community Colleges work with the California Community Colleges Chancellor's Office and the University of California Academic Senate to offer by fall 2019 UC Associate Degrees for Transfer in Physics and Chemistry.
2. A resolution was passed to identify and report costs of AB 705. Resolved, that the Academic Senate for California Community Colleges work with the California Community Colleges Chancellor's Office to develop guidelines for local academic senates to identify and analyze financial costs and other impacts (e.g. hiring, scheduling, and so on) as a result of AB 705 (Irwin, 2017) implementation and disseminate those guidelines by Spring 2020 Plenary Session.
3. A resolution was passed for ASSIST Oversight and Implementation.
4. A resolution was passed for Concerns Regarding the California Online Community College.
5. The following resolutions were passed regarding the Student Centered Funding Formula including:
 - Develop Resources with Guidance Relevant to the Student Centered Funding Formula.
 - Degree and Certificate Awards in Response to the New Funding Formula
 - Metrics and Coding Cleanup
6. The resolution passed that was written by Jan Jarrell from City College: Improving Participatory Governance with the Chancellor of the California Community Colleges
7. A resolution was passed to Equalize Noncredit Curriculum Processes to Align with Local Approval of Credit Curriculum Processes.

Boots noted that all of the resolutions are online for further review. [Click here](#) for additional information.

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Palma-Sanft stated that each UC institution is emphasizing that students must complete the preparation for their major due to the impacts of transfers.

G. Chief Instructional Officers (Bulger, Fischthal, Hopkins, Shimazaki, Spradley)

Spradley shared that at the CIO conference, they had some of the same conversations that took place at the Fall 2018 Plenary session including the new funding formula and discrepancies with the point system for ADT's and CTE certificates. There was discussion about the average number of units a student takes in a year and the number of campuses attended to complete an Associate Degree Transfer. The Chancellor's Office has this data for each college.

Bulger stated that she will request this information for the San Diego Community College District to share with the council.

Hopkins shared that there were two major presentations on diversity in recruitment.

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

The following was shared:

1. The ASSIST resolution was adopted at the Plenary session
2. The Business TMC and possibly the Liberal Arts and Elementary Teacher Education ADT's may be rescinded by many CSU campuses because the current template does not work for many of their campuses. These templates will be reviewed because they are not working well for the students. The issue was brought about since Business is on one of the most awarded degrees, especially with the ADT. There is also concern for how this will affect funding.

I. Subcommittees (Bulger)

No Report

J. Campus Solutions Implementation (Neault/Bulger)

No Report

VII. ANNOUNCEMENTS

- A. *The next meeting will be on Thursday, December 13, 2018 at 2:00 p.m. at North City Center (NCC) Room 115G, 8355 Aero Dr., San Diego, CA 92123*
- B. **Reminder, the 2019-2020 Catalog Deadline is Thursday, December 13, 2018. All new programs and program revisions must be approved by CIC, Board of**

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Trustees, CCCCCO, new programs may be subject to WASC/ACCJC, before they may be published in the college catalog.

- C. *Reminder the 2019-2020 subject indicator changes (new indicators and revisions) and academic organization changes are due, Thursday, December 13, 2018. Hess shared that a new flowchart is being created for the new process and it's currently being tested with City's new subject indicator and Mesa's new subject indicator that is in process.*

VIII. ADJOURNMENT

<i>The meeting was adjourned at 3:19 p.m.</i>
<i>Motion by Boots</i>
<i>Second by Hoffman</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Cain, Fischthal, Gholson, Hopkins, Norvell, Palma-Sanft, Parker, Shimazaki, Spradley</i>