

CURRICULUM and INSTRUCTIONAL SERVICES
DISTRICT ARTICULATION COUNCIL
ACTION ITEMS
12-01-10

Attendees:

Libby Andersen- City College Articulation Officer
Shelly Hess- Dean of Instructional Services, District Office
Juliette Parker- Mesa College Articulation Officer
Duane Short- Miramar College Articulation Officer
Michelle Radley- Articulation Assistant, Instructional Service

Old Business

1. Catalog mailing lists:

Libby is working on updating City College catalog mailing list, once the first draft is ready, she will forward the list to Shelly. Juliette explained that Mesa College sends the information to the Admissions office on her campus. Duane said that at Miramar, the secretary for the V.P. of Student Services manages the mailing list for Miramar. Shelly explained Instructional Services mails out catalogs according to the mailing list for each campus. Articulation Officers will coordinate the list for their campus.

2. IB- CSUGE English Comp update:

Libby requested an update from Duane on whether the CSU had decided to accept the IB English exam as clearing English composition; Duane called Ken O'Donnell to discuss the issue and left a message but hasn't heard back from him yet.

3. DTSS Business Math review:

At the last meeting City reported the external exam does not meet the math competency for the District and requested an update from Mesa and Miramar. Duane explained Miramar reviewed it and they also agreed it does not meet the math competency. Juliette, will forward this to the math department at her campus.

4. SB1440 update:

Duane explained that he is participating in the implementation working group for SB1440; this is a working group the academic senate put together to work on some of the issues that will come with the implementation of SB1440.

5. UCSD Articulation meeting:

Juliette is organizing a meeting with District History and Black Studies faculty to discuss UCSD articulation decisions that were based on syllabi instead of course outlines. Duane suggested discussing the effect on students, what actions the Articulation Officers have taken and what actions faculty might take to revise the course outlines to match what UCSD is requesting.

New Business

6. C-ID course submissions:

Duane attended the C-ID steering committee; he explained there has been a significant amount of activity from community colleges to submit courses for C-ID, over 200 courses have been submitted for approval. Duane asked if City and Miramar want to start working on submitting courses; City and Mesa would like to wait. Duane explained the submission process is easy, course outlines are submitted through OSCAR and a form is filled out online letting the CSU office know the course is being submitted for C-ID.

7. Catalog course description revision proposals:

Shelly explained CIC will be reviewing the following issues:

- a) Catalog Course Description additional information: This is extraneous information that is in some course descriptions but not all, we are asking CIC what the standard would be in regards to additional information in course descriptions. Duane explained the Articulation Officers recommendation to CIC should be to remove information in the catalog course description that is provided elsewhere in the catalog, Libby and Juliette agreed.
- b) Remove the phrase “and/or private colleges and universities” from the explanation of terms, individual course descriptions and course outlines.
- c) Revise the credit applicability information which appears at the end of the catalog course descriptions to abbreviations.
- d) Add a legend to the catalog explaining the abbreviations.
- e) Revise the catalog Explanation of Terms to reflect the changes.
- f) Revise the course numbering description information to reflect the changes.

Shelly prepared a chart that will be presented to CIC showing all of the issues above and where the colleges differ. The recommendation will be for CIC to resolve the discrepancies and approve the revisions to the information presented in course descriptions.

8. Military Credit (PFM and ACE credit):

Shelly found an articulation agreement that was signed before military education issues were addressed; the agreement was signed by City’s President and it guarantees credit for PFM (Personal Financial Management). Libby explained the course has not been approved for ACE; therefore students are unable to get course or elective credit. Shelly met with Otto, Lisa and Melody to discuss the issue and they are working on figuring out how to accommodate students that took this course through 2009 and they have to decide what will happen with future students. Lisa and Melody are reviewing the contract language. Juliette will bring the articulation agreement to her campus. Juliette will keep in touch with Shelly in regards to this issue.

9. Budget update:

Shelly will use money from her budget to help Libby and Juliette pay for the CIAC registration and travel expenses.

Standing Items:

- a) Inter-institutional agreements
- b) Tech Prep
- c) Catalog Updates