San Diego Community College District
Curriculum Instructional Council

APPROVED

Meeting of March 10, 2005
2:00 PM – District, Room 272

MINUTES

PRESENT:
Andersen, Libby Articulation Officer – City College
Conrad, Gail Academic Senate President – Mesa College
Edinger, Valerie Vice President, Instructional Services – Continuing Education
Glow, Diane Curriculum Chair – Miramar College
Gustin, Paula Curriculum Chair – Mesa College
Lee, Otto Interim Assistant Chancellor, Instructional Services, Planning and Technology – District Office
Lombardi, Jan Curriculum Chair – City College
Tortorici, Marianne Interim Vice President, Instruction – City College

ABSENT:
Armstrong, Elizabeth Vice President, Instruction – Mesa College
Deegan, Pam Vice President, Instruction – Miramar College
Neault, Lynn Assistant Chancellor, Student Services – District Office (Ex Officio)
Shaffer, Sandra Academic Senate Representative – Continuing Education
Webb, Helen Academic Senate Representative – Miramar College

STAFF:
Acosta, Leticia Administrative Technician, Instructional Services – District Office
Harada, Myra Manager, Curriculum & Instructional Services – District Office
Mooney, Sandra Administrative Technician, Instructional Services – District Office
Van Houten, Laurie Curriculum Analyst, Instructional Services – District Office

GUESTS:
Pautler, Judith Mesa College, Proxy for Elizabeth Armstrong

Otto Lee called the meeting to order at 2:10 p.m.

I. MINUTES AND AGENDA

A. Approval of: February 24, 2005 Minutes

The minutes were approved with changes. M/S/P (Andersen, Glow)
B. Approval of: February 10, 2005 Agenda

*The agenda was approved as amended.*

II. CURRICULUM REVIEW / APPROVAL

A. Approval of Curriculum

*Items were approved by consent. M/S/P (Lombardi/Glow)*

B. Approval of Program Changes

*Items removed from consent agenda for discussion*

Machine Technology

*All other items approved by consent. M/S/P (Andersen/Lombardi)*

C. Approval of Continuing Education Curriculum

None

D. Curriculum Items Discussed

Child Development (CHIL) 210, Supervision of Early Childhood Programs

Judy Pautler inquired about the approval status of Child Development 210, which was removed from the consent agenda at the 12/9/04 CIC meeting. Jan Lombardi advised the course will be brought back to the 4/14/05 CIC meeting.

E. Program Changes Discussed

Libby Andersen requested that the title for the Associate in Science Degree be changed from *Computer Numerical Control* to *Computer Aided Manufacturing Option*, as it was the intent of the originator to change the title to be consistent with the Certificate of Achievement.

*Motion to approve Machine Technology with modifications for City College. M/S/P (Glow/Lombardi)*
III. OLD BUSINESS

A. State Approval Process – Ad Hoc Committee

Otto Lee stated that the Ad Hoc Committee members will be Libby Andersen, Paula Gustin and Diane Glow. A VPI will also attend. The first meeting has been setup for March 16, 2005.

B. SSC/CIC Joint Meeting Agenda Items

Lee stated the tentative meeting date for the SSC/CIC Joint meeting is May 5, 2005, from 9:00am – 11:00am. Lee stated that his office will make sure enough members will be there to make a quorum. Suggested agenda items were 1) the waiver of multicultural requirements, 2) course equivalencies, 3) recording courses on transcripts- MIS issues. Marianne Tortorici asked if a discussion of Schedules and Catalogs would be appropriate for the joint SSC/CIC meeting. Paula Gustin also wanted to know if curriculum and schedule issues would be appropriate for the joint agenda. Lee advised the Council of the difficulties of creating an earlier schedule, and he will convene a meeting of the VPI’s, PIO’s and schedule preparers to discuss the issues surrounding the new timelines. Laurie Van Houten will send an email of previously compiled agenda items for the joint meeting.

C. Quarter Unit Credit

This item was tabled. The Council decided the issue should be brought back to a later meeting when Pam Deegan is present for the discussion.

D. Curriculum Review

Myra Harada lead a discussion on how the Instructional Services office reviews curriculum. An additional meeting has been set up at Mesa College on March 15, 2005, in the L.R.C., Room 229, at 12:00 noon for a more in-depth discussion on the curriculum review process with CRC chairs and college curriculum committee members. Issues on Curriculum Review need to be brought back to the next CIC meeting.

E. CIC Issues: Stand-Alone Course Approval, 5300.2 Revision, Six-Year Review Criteria

Harada discussed a new development from the State Chancellors’ office stating that changes to Title V are being discussed about moving the approval of Stand-Alone courses from the State level to the local level for approval. Lee expressed that he still wants a list of Stand-Alone courses from the colleges.
It was agreed that the unapproved programs discovered during the TOP conversion would be submitted to the state for approval as soon as possible with the reasonable expectation that they would be approved in time for the awards in spring 2006. This commitment is the basis for keeping them in the 2005-2006 catalog.

IV. NEW BUSINESS

A. Regis University Articulation  (Andersen)

City College received a Memorandum of Understanding (MOU) from Regis University for Articulation with District Colleges. City College has some concerns with the MOU and wants them addressed before the MOU is signed. (Concurrence is needed by the presidents of all three colleges before it is presented to the Chancellor.) Lee requested that one list of concerns be prepared by the Articulation Council and be presented to the College Academic Senates.

B. American Institutions

Because of student inquiry, discussion took place regarding the use of Political Science 102 from SDSU to fulfill SDCCD’s American Institutions requirement. Evaluators seem to be combining CSU policies and SDCCD policies. Evaluators indicated Political Science 102 taken at SDSU could not be used to fulfill the American Institutions requirement at SDCCD even though it is articulated course-to-course, and the catalog year in which the student entered the program allows Political Science 102 to fulfill the American Institution requirement. Marianne Tortorici requested that the issue be brought to the joint SSC/CIC meeting to clarify fulfilling SDCCD requirements.

V. STANDING REPORTS

A. Curriculum Updating Project
   Not Discussed

B. CurricUNET Steering Committee
   Van Houten reported on the items the Steering Committee is addressing. She advised that the course messaging has been fixed and Governet is working on the Program messaging for discipline deans.

C. Information Technology Council
   Not Discussed

D. Student Services Council
   Not Discussed
E. State Academic Senate
   Not Discussed

F. CIO (Chief Instructional Officers)
   Not Discussed

VI. ANNOUNCEMENTS

A. Harada reminded the Council that Mesa had expressed a willingness to align their
   Curriculum Committee meeting day with City’s and Miramar’s.

B. Andersen announced that the new wording for the Student Learning Outcomes to the
   GE section of the catalog needs to move forward. The Miramar Academic Senate
   needs to review and approve the language so it may go into the catalog and Procedure
   5300.2. She requested the issue be added to the next CIC agenda. “Student Learning
   Outcome to the General Education Section of the Catalog.”

B. The next CIC meeting is April 14, 2005 2:00 PM at Miramar College, W248. The
   curriculum deadline for the April 28th meeting is Friday, April 8, 2005.

C. Handouts:
   1. Today’s CIC Meeting Agenda
   2. Draft Minutes from last CIC meeting
   3. Curriculum Summaries
   4. Curriculum Updating Project
   5. CurricUNET Version 1 Status Report
   6. Checklist for Curriculum Review

VII. ADJOURNMENT

Lee adjourned the meeting at 3:58pm