

San Diego Community College District Curriculum and Instructional Council

Meeting of May 12, 2011
2:00 PM—District Office, Room 275

MINUTES

PRESENT:

Andersen, Libby	Articulation Officer—City College
Barnes, Randy	Interim Vice President, Instruction—Miramar College
Benard, Mary	Vice President, Instruction—City College
Bergland, Yvonne	Dean, Instructional—Mesa College (proxy for Tim McGrath)
Hess, Shelly	Dean, Curriculum & Instructional Services—District Office
Igou, Daniel	Curriculum Chair—Miramar College
Lee, Otto	Vice Chancellor, Instructional Services and Planning—District Office
Lombardi, Jan	Co-Curriculum Chair—City College
Parker, Juliette	Articulation Officer—Mesa College
Parsons, Toni	Curriculum Chair—Mesa College
Shelton, Deanna	Co-Curriculum Chair—City College (proxy for Libby Andersen)
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	Academic Senate Representative—Continuing Education
McGrath, Tim	Vice President, Instruction—Mesa College
Neault, Lynn	Vice Chancellor, Student Services—District Office (<i>Ex Officio</i>)

STAFF:

Ficken-Davis, Amanda	Senior Secretary, Curriculum & Instructional Services—District Office
Plourde, Erica	Curriculum Analyst, Curriculum & Instructional Services—District Office
Scott, Carmen	Curriculum Technician, Curriculum & Instructional Services—District Office

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Shelly Hess called the meeting to order at 2:00 p.m.

I. MINUTES AND AGENDA

A. Approval of: April 28, 2011 Minutes

The minutes were approved.

M/S/P (Andersen/Igou)
7 approve, 0 oppose, 1 abstain

B. Approval of: May 12, 2011 Agenda

Added to the Agenda:

Agriculture 104, Cool Season Organic Production
Agriculture 106, Warm Season Organic Production
Agriculture 110, Organic Fruit Tree Care
Automotive Technology 67, Advanced Engine Performance
Automotive Technology 69, Climate Control Systems
Automotive Technology 76, Automotive Brake Systems
Communication Studies 99, Voices and Diction for Non-Native Speakers of English
English 12B, Basic Composition Across the Curriculum
English 12F, Basic Composition Review
English 37A, Persuasive Writing
Fire Protection Technology 120, Firefighter Safety and Survival
Fire Protection Technology 362B, In-service Lifeguard Training Modules
Human Services 105, Family Support Model
Human Services 118, Diversity and Cultural Competency
Journalism 202, Introduction to Mass Communication
Mathematics 43, Algebra for Math Placement
Music 116A, College Piano I
Music 116B, College Piano II
Music 216, College Piano III
Physical Education 142, Racquetball
Speech Communications 44, Supervised Tutoring in Speech
Speech Communications 290, Independent Study
Associate in Arts, Communication Studies
Associate in Arts, Psychology

The agenda was approved as amended.

M/S/P (Lombardi/Bergland)

II. CURRICULUM REVIEW/APPROVAL

A. Approval of Curriculum

Removed from the consent agenda:

Digital Media 160A, Vector Art 01: Illustration Tools
Digital Media 160B, Vector Art 01: Illustration Tasks
Digital Media 170A, Raster Art 01A: Image Editing Tools
Digital Media 170B, Raster Art 01B: Image Editing Tasks
Philosophy 250, Field Experience in Philosophy

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The remaining curriculum was approved by consent. M/S/P (Lombardi/Igou)

Randy Barnes arrived at 2:04 p.m.

B. Approval of Program Changes

The programs were approved by consent. M/S/P (Andersen/Short)

C. Approval of Continuing Education Curriculum

No Continuing Education curriculum.

D. Approval of Continuing Education Program Changes

No Continuing Education curriculum.

E. General Education Course Approval

All curriculum on the District Transfer General Education Patterns list was approved. M/S/P (Short/Bergland)

F. Curriculum Items Discussed

*Digital Media 160A, Vector Art 01: Illustration Tools
Digital Media 160B, Vector Art 01: Illustration Tasks
Digital Media 170A, Raster Art 01A: Image Editing Tools
Digital Media 170B, Raster Art 01B: Image Editing Tasks*

Toni Parsons informed the Council that this course was sent to Karen Owen for review. She feels that these courses are similar to currently active Multimedia courses at Mesa College.

Juliette Parker arrived at 2:07 p.m.

Dan Igou responded that Miramar carefully reviewed these with the originating faculty, taking care to distinguish the courses. These courses are hands on, as opposed to Multimedia's theory courses. There is an overlap in the content, but the focus, modality and intent of the courses are very different. Randy Barnes agreed that these courses are designed for the current job market.

Juliette Parker countered that the application is not reflected in the course outline. Mesa would like to have a discussion between the faculty to clarify the distinct differences. They are concerned that at the university level it may be difficult to tell the difference between the classes, leading to problems with articulation.

Duane Short responded that these courses are totally vocational and that there is no intent to articulate them. He has looked at similarly modulated courses, such as technical writing versus English composition. While the content looks similar, what each course is directed to is different. He also gave the example of Miramar

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diesel engine technology courses. There are three courses with virtually the same course outline; however, the type of engine covered in each course is different.

Jan Lombardi added that these courses are designed to replace several ARTG courses that were activated from City College. Their faculty are comfortable with these courses and feel that the presentation and intention of the material is sufficiently different to justify new courses.

Parsons asked if these courses would be part of a program. Igou responded that the existing program would be revised to include these courses, and the existing ARTG courses would be deactivated at Miramar. Short added that these courses are being approved as Career Technical courses not transfer. The courses currently offered are transferable.

Yvonne Bergland recommended changing the course description to clarify the application and resolve the concerns. Otto Lee agreed that because the course is Career Technical and directed at a specific occupation, it should be noted. He asked if the faculties have met to discuss the courses and recommended that the Discipline Dean convene a meeting.

Igou reminded the Council that following the previous CIC meeting when Mesa pulled the courses, Miramar was lead to believe there would be discussion prior to this meeting. That hasn't happened, but Miramar wants to move these courses along.

Parker responded that the last CIC meeting was the first time Mesa had seen these courses. They had other priorities in the interim that prevented them from meeting with the Miramar faculty. She has reviewed the outlines and feels it would be nice if they could discuss and revise the content as necessary as the course does have a transferable course number. She is concerned from an articulation standpoint.

Randy Barnes responded that the originator has indicated that he has worked closely with the appropriate advisory committees. They are anxious to offer the courses due to the high demand for them.

Andersen offered support as to what Miramar is doing. She recalled as an interim dean, she oversaw the beginning of this program. The original intention was to activate City courses until new courses could be developed; this is what has happened. She feels there will be no problems, as the course will not be articulated; students will just receive elective credit should they transfer.

The Council compared the course lines of a proposed ARTD course and a Multimedia course. Short pointed out that the major headers of the outline showed the difference between theory and process.

Lee reiterated his recommendation that the discipline dean convene a meeting of the faculty. Short responded that Miramar's concern is these courses are intended for the fall and this is the last CIC meeting at which to approve them. The current ARTG courses don't accurately reflect what is being taught. Currently,

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students are taking the same course at City and Miramar and getting different content and information, making it difficult for students taking courses at both institutions. The courses are grant funded, meaning that until they are active, Miramar cannot purchase much of the equipment it needs. They are also concerned about catalog rights for students if the courses are not in place.

Action: The courses are approved for activation at Miramar, with the understanding that the faculty will meet at some point in the future and revise the courses if necessary. (M/S/P Short/Andersen) 7 approve, 3 oppose, 0 abstain

Hess will determine who the appropriate discipline deans are and notify them that a discussion is needed. District Instructional Services will allow for minor technical changes if the faculty determine they are needed.

Philosophy 250, Field Experience in Philosophy

Parsons expressed Mesa's concerns with the course. The Mesa faculty are unsure if this course will transfer as a 200 level course. Communication has occurred between the faculties, but Mesa remains unsatisfied. They are also concerned about the course ethics.

Parker clarified that the concern about the transferability is whether the course would transfer as prep for the major or only as elective credit. Andersen listed several comparable courses, but was not sure at what level the course would transfer. She added that the course has a corequisite to ensure that students would be appropriately guided through the field experience component.

Short asked about how the field experience component fit into the mission of the college, and whether it would qualify as a standalone. Hess responded that the educational review subcommittee has been tasked with reviewing the course type, as there are other field experience courses that have been activated. The philosophy seems different than that of work experience or directed clinical practice and should be reviewed.

Parsons questioned the corequisite. Because Philosophy is an aligned subject, would students be able to take the corequisite at a different institution? Hess agreed that issue needs to be resolved prior to implementation. She will contact the discipline dean about calling a meeting with the faculty.

Action: Philosophy 250, Field Experience in Philosophy will be tabled until the corequisite issue can figured out. (M/S/P Lombardi/Parsons)

III. OLD BUSINESS

A. SB 1440 Catalog Language (Action)

Hess reviewed the changes to the catalog language with the Council, pointing out additional revisions recommended by the Chancellor's Cabinet and the joint Vice Presidents. The Council discussed the changes, particularly concerns about language involving CSU San Marcos, who accepts some of the SB 1440 degrees but who does not consider our students to be local area.

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Action: The catalog language pertaining to SB 1440 degrees was approved for use in the college catalogs effective 2011-2012. M/S/P (Short/Andersen)

B. Assigning Courses to Disciplines (Action)

Hess directed the Council's attention to the Assigning Courses to Disciplines New Business Form. Igou asked if a process needs to be specified for situations where there is disagreement between the colleges about the discipline. Short responded he feels the same process for all other areas of disagreement for course outlines should be followed. The Council agreed.

Hess asked if there were any other changes. Short recommended specifying that this information would be stored on the Curriculum Report.

Jan Lombardi asked for clarification as to who would provide the training mentioned in the form. Hess responded it would be done by her office.

Action: The process for assigning courses to disciplines was approved for adoption for proposals launched in fall 2011 or later. M/S/P (Parsons/Lombardi)

C. CIC Calendar 2011-2012 (Action)

Amanda Ficken-Davis presented the draft CIC Calendar for 2011-2012.

The Curriculum Approval Calendar for the 2011-2012 academic year was approved. M/S/P (Benard/Igou)

D. ADJU Courses (Information)

Hess updated the Council of the ADJU courses previously approved pending approval by Chancellor's Cabinet. The hours and units for the courses were standardized; they are still in compliance with Title 5.

IV. NEW BUSINESS

A. Walked-In Curriculum (Action)

Hess invited City to present their walked-in curriculum.

Agriculture 104, Cool Season Organic Production; Agriculture 106, Warm Season Organic Production; Agriculture 110, Organic Fruit Tree Care

Lombardi informed the Council that these courses were being revised in order to propose UC Transferability.

English 12B, Basic Composition Across the Curriculum; English 12F, Basic Composition Review

The courses are one unit alternatives that supplement and compliments basic skills classes. These are being added for students that need additional help,

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including for students who are taking transfer level coursework in other subjects, but that are still in basic skills English courses. Hess expressed her concern about the repeatability of English 12B, but said she will work with City during the technical review process to resolve the issues.

English 37A, Persuasive Writing; Mathematics 43, Algebra for Math Placement

These courses are currently offered under an MOU we have with SDSU. Short expressed concern about the course description, which explicitly states these courses are for students at another institution. Such courses are not eligible for apportionment if the CCCCO learns of this. Hess indicated the faculty want to revise the course based on catalog corrections; hopefully this will happen before any issues arise with the course.

Human Services 105, Family Support Model; Human Services 118, Diversity and Cultural Competency

The courses were not moving through the CurricUNET approval process. Ficken-Davis explained that at one point, Mesa began the process of activating some of these courses; as such, they are viewed as aligned curriculum in CurricUNET even though there is no one at Mesa or Miramar to sign off on the courses. District Instructional Services is working on resolving this issue.

Journalism 202, Introduction to Mass Communication

This course is being proposed for Distance Education only.

Associate in Arts, Psychology

This program is being revised to make sure it is compliant with Title 5.

Action: Agriculture 104, Cool Season Organic Production; Agriculture 106, Warm Season Organic Production; Agriculture 110, Organic Fruit Tree Care; English 12B, Basic Composition Across the Curriculum; English 12F, Basic Composition Review; English 37A, Persuasive Writing; Human Services 105, Family Support Model; Human Services 118, Diversity and Cultural Competency; Journalism 202, Introduction to Mass Communication; Mathematics 43, Algebra for Math Placement; and Associate in Arts, Psychology were approved for activation at City pending technical review. (M/S/P Andersen/Parsons)

Next, Hess invited Mesa to present their walked-in curriculum.

Music 116A, College Piano I; Music 116B, College Piano II; Music 216, College Piano III

Parsons informed the Council these courses will replace the Music 115 and 215 sequence. The courses have additional hours and units, and will include more theory. They are not repeatable, as the previous sequence had been. The 115 and 215 courses will be deactivated.

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Physical Education 142, Racquetball

Several PHYE course revisions have recently gone through. This course was intended to be among them, but was not included for some reason.

Speech Communications 44, Supervised Tutoring in Speech; Speech Communications 290, Independent Study

These courses are being deactivated at all three colleges.

Action: *Music 116A, College Piano I; Music 116B, College Piano II; Music 216, College Piano III; Physical Education 142, Racquetball; Speech Communications 44, Supervised Tutoring in Speech; and Speech Communications 290, Independent Study were approved for activation at Mesa pending technical review.* (M/S/P Short/Andersen)

Finally, Hess invited Miramar to present their curriculum.

Automotive Technology 67, Advanced Engine Performance; Automotive Technology 69, Climate Control Systems; Automotive Technology 76, Automotive Brake Systems

Igou informed the Council that these courses are being revised to reflect technology changes and licensing requirements.

Communication Studies 99, Voices and Diction for Non-Native Speakers of English

This is the last of the Speech Communications courses to be revised to the new subject indicator.

Fire Protection Technology 120, Firefighter Safety and Survival

This is a new course that will be added to the program in the future. It is part of a state accreditation requirement and reflects local need.

Fire Protection Technology 362B, In-service Lifeguard Training Modules

This course is being revised to reflect the updated training lifeguards must go through.

Associate in Arts, Communication Studies

Rather than offering two Communication Studies programs, Miramar would like to deactivate their current program contingent upon state approval of the SB 1440 degree. They feel it will be more beneficial to students to have one slightly less flexible degree than to offer two confusingly similar ones.

Action: *Automotive Technology 67, Advanced Engine Performance; Automotive Technology 69, Climate Control Systems; Automotive Technology 76, Automotive*

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Brake Systems; Communication Studies 99, Voices and Diction for Non-Native Speakers of English; Fire Protection Technology 120, Firefighter Safety and Survival; Fire Protection Technology 362B, In-service Lifeguard Training Modules; and Associate in Arts, Communication Studies were approved for activation at Miramar pending technical review. (M/S/P Lombardi/Andersen)

V. STANDING REPORTS

A. Curriculum Updating Project (Hess)

No report.

B. CurricUNET Steering Committee (Hess/Weaver)

Hess announced we are working with Governet to resolve the current glitches in the system. We have been able to fix several in the noncredit system.

C. Student Services Council (Neault)

No report.

D. Joint Meeting Agenda Items

The Council asked for a list of current items to be brought to the next meeting.

E. State Academic Senate

Parsons recommended that repeatability be an issue on the first CIC agenda. She urged everyone available to attend the Curriculum Institute in July.

Mary Benard left at 3:56 p.m.

F. Chief Instructional Officers (Barnes, Benard, Ellison, Lee, McGrath)

No report.

G. Articulation Officers (Andersen, Parker, Short)

Andersen reported that the external exam chart for the catalogs has been finished.

VI. ANNOUNCEMENTS

- A. Certification of Stand Alone Credit Course is due to the State by September 30th. The form requires Chancellor Carroll's approval. Submit signed forms to District Office of Instruction before **9/23/2011**.

B. Handouts:

1. May 12, 2011 CIC Meeting Agenda
2. Draft Minutes from the April 28, 2011 CIC meeting
3. Curriculum Summary
4. General Education Course Approval Summary
5. SB 1440 Catalog Language
6. SB 1440 Sample Program

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7. Assigning Courses to Disciplines New Business Form
8. CIC Calendar 2011-2012
9. ADJU Course Information
10. Curriculum Updating Project

VII. ADJOURNMENT

The meeting adjourned at 3:58 p.m.