

San Diego Community College District Curriculum and Instructional Council

Meeting of March 22, 2018
2:00 PM
District Office
Conference Room 245

Minutes

PRESENT:

Beitey, George	Dean, School of Public Safety/Proxy for Paulette Hopkins —Miramar College
Boots, Jennifer	Curriculum Chair—City College
Fischthal, Michelle	Vice President, Instructional Services—Continuing Education
Hess, Shelly	Acting Chair for CIC/Dean, Curriculum Services—District Office
McGrath, Tim	Vice President, Instructional Services — Mesa College
Namdar, Donna	Curriculum Chair—Continuing Education
Norvell, Elizabeth	Articulation Officer—City College
Palma-Sanft, Mara	Articulation Officer—Miramar College
Parker, Juliette	Articulation Officer— Mesa College
Short, Duane	Curriculum Chair—Miramar College
Spradley, Minou	Acting Vice President, Instructional Services—City College

ABSENT:

Bulger, Stephanie	Vice Chancellor, Instructional Services—District Office
Gustin, Paula	Curriculum Chair—Mesa College
Hopkins, Paulette	Vice President, Instructional Services—Miramar College
Marrone, Erica	Curriculum Analyst, Curriculum Services—District Office
Neault, Lynn	Vice Chancellor, Student Services—District Office

STAFF:

Gil, Patricia	Curriculum Technician, Curriculum Services—District Office
Meredith, Jasmine	Senior Secretary, Curriculum Services—District Office
Radley, Michelle	Curriculum Technician, Curriculum Services—District Office
Scott, Carmen	Curriculum Technician, Curriculum Services—District Office

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

I. Minutes and Agenda

A. Approval of: March 8, 2018 Minutes (*Action*)

The council reviewed and approved the March 8, 2018 minutes.

<i>Recommend Approval of the March 8, 2018 Minutes</i>
<i>Motion by Parker</i>
<i>Second by Boots</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Beitey, Fischthal, McGrath, Namdar, Norvell, Palma-Sanft, Short</i>

B. Approval of the March 22, 2018 Meeting Agenda (*Action*)

The following items were added to the agenda:

- Continuing Education (CE)/Colleges Curriculum Discussion
- Walk-Ins

<i>Recommend Approval of the March 22, 2018 Meeting Agenda as Amended</i>
<i>Motion by Boots</i>
<i>Second by Short</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Beitey, Fischthal, McGrath, Namdar, Norvell, Palma-Sanft, Parker</i>

II. CURRICULUM REVIEW/APPROVAL

A. Approval of Curriculum (*Action*)

<i>Recommend Approval of Curriculum Review</i>
<i>Motion by Short</i>
<i>Second by Parker</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Beitey, Boots, Fischthal, McGrath, Namdar, Norvell, Palma-Sanft</i>

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B. Approval of Program Changes (*Action*)

<i>Recommend Approval of Program Changes</i>
<i>Motion by Short</i>
<i>Second by Norvell</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Beitey, Boots, Fischthal, McGrath, Namdar, Palma-Sanft, Parker</i>

III. OLD BUSINESS

A. Walk-In Agreements Criteria (*Action*)

Summary of changes to the Walk-In Agreements Criteria:

- Removal of “Student Success” as a justification
- Any college may walk-in a course, but it must have a majority vote to be approved and must be approved by the Curriculum Chair of each college offering the course.
- Proposals that do not pass District Curriculum Services technical review must be brought back to CIC.
- “Proposals are not basic skills” was removed from the Walk-In Criteria.
- The language of the criteria was shortened.
- Curriculum must be launched in CurricUNET

<i>Recommend Approval of the Walk-In Agreements Criteria</i>
<i>Motion by Norvell</i>
<i>Second by Short</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Beitey, Boots, Fischthal, McGrath, Namdar, Palma-Sanft, Parker</i>

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IV. New Business

A. CE/College Curriculum (*Discussion*)

The council discussed solutions to establish a structure that will allow CE and the colleges to share their curriculum. It was decided that the Curriculum Charis at the colleges will share their Curriculum Review Committee (CRC) agendas with CE and vice versa. Hess will send a list of whom at CE the colleges can send their agendas with and to whom at the colleges CE can send their CRC agendas to. Hess will also work with CE's Curriculum Analyst to develop curriculum-sharing strategies between CE and the colleges.

Hess will schedule a Cybersecurity Discipline Meeting to discuss the issues with the Cybersecurity curriculum that was reviewed at the March 8, 2018 CIC meeting. The curriculum is pending approval until the City and CE have met.

B. Walk-Ins (*Action*)

A. Miramar

- MATH 096:

Miramar requested to walk-in a proposal for adding a pathway to enroll in MATH 096. The proposal is a revision to add an optional co-requisite of MATH 015B to allow enrollment through Learning Community (LCOM) 096X. The proposed effective date is fall 2018. Students can still enroll in MATH 015B as a refresher course, or in MATH 096, or in both courses via LCOM 096X. MATH 015B did not change units.

<i>Recommend Approval of MATH 096</i>
<i>Motion by McGrath</i>
<i>Second by Short</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Beitey, Boots, Fischthal, Namdar, Norvell, Palma-Sanft, Parker, Spradley</i>

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I. STANDING REPORTS

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

Mesa and Miramar shared the curriculum streamlining recommendations with their CRCs. Miramar’s CRC recommended a change of language to “Remove blocking proposals” and requested a category of active but not offered courses in CurricUNET.

City will share the recommendations at their next CRC meeting.

B. Curriculum Updating Project (Hess)

No report.

C. Legislative Update (Bulger)

Hess reported the following:

- Work Experience passed
- The proposal to change the number of units for credit certificates was withdrawn. The CCCCCO was incorrect in their guidance to the field about certificates issued between 8 and up to 16 units. These programs are not eligible for federal financial aid at the California Community Colleges. This matter will be taken back to Consultation Council.
- There was initial guidance regarding AB 705:
 - Planning for substantial increases and transfer options to move more students into transfer-level English
 - Development of more support systems
 - Implications of the above changes
 - Activate existing functions in CCC Apply
 - Place students in as many transfer-level courses as possible
- There are proposed regulations to clarify the definition of a “one-year time frame”
 - One-year time frame is two primary terms, spring and fall (excluding summer)
 - The intent is to optimize the ability to get through the transfer level courses in two primary terms
- AP 1935 and SB 1009 recommend college apportionment for tutoring and college-level courses.

The discussion will be brought back to the April 12, 2018 CIC meeting.

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D. CurricUNET Steering Committee (Hess)

No report.

E. Student Services Council (Neault)

No report.

F. State Academic Senate

Boots and Norvell plan to attend Plenary; the resolutions are posted on the Plenary website.

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

No Report.

H. Articulation Officers (Norvell, Palma-Sanft, Parker)

The Articulation Officers are waiting on General Education (GE) decisions. SCIAC will be May 3-May 4, 2018 in San Diego. Miramar will present at SCIAC on OERs.

I. ADT/C-ID (Norvell, Palma-Sanft, Parker)

No report.

J. Subcommittees (Bulger)

The Policies and Procedures subcommittee is currently working on Phase III policies and procedures. Hess is working on scheduling the Catalog Committee meeting and reported that the Discipline Deans meetings are happening.

Tim McGrath announced that he accepted the President position at Golden West College.

K. ERP Implementation (Bulger)

No Report.

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II. ANNOUNCEMENTS

The next meeting will be on meeting on Thursday, April 12, 2018 at the District Service Center in the First Floor Conference Room. **All new courses, new programs, and program revisions must be approved by CIC, Board of Trustees, CCCCCO, new programs may be subject to WASC, before they may be published in the college catalog.**

III. ADJOURNMENT

The meeting was adjourned at 3:24 p.m.