

# San Diego Community College District Curriculum and Instructional Council

Meeting of November 12, 2020

2:00 P.M.

Zoom Meeting

## Approved Minutes

### PRESENT:

Boots, Jennifer	Curriculum Chair—City College
Chavez, Matilda	Vice President, Instructional Services—City College
Erreca, Lori	Dean, School of Behavioral and Social Sciences—City College Proxy for Tillie Chavez
Gamboa, Benjamin	Acting Vice President, Instructional Services—Miramar College
Gholson, Richard	Curriculum Chair—Continuing Education
Hess, Shelly	Dean, Curriculum Services—District Office
Hoffman, Andrew	Curriculum Chair—Mesa College
Norvell, Elizabeth	Articulation Officer—City College
O'Connor, Isabel	Vice President, Instructional Services—Mesa College
Palma-Sanft, Mara	Articulation Officer—Miramar College
Payne, Desiree	Curriculum Analyst, Instructional Services Continuing Education —Proxy for Michelle Fischthal
Parker, Juliette	Articulation Officer—Mesa College
Short, Duane	Curriculum Chair—Miramar College
Topham, Susan	Vice Chancellor, Educational Services—District Office (CIC Chair)

### ABSENT:

Fischthal, Michelle	Vice President, Instructional Services—Continuing Education
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### STAFF:

Escalante, Evelyn	Senior Secretary, Curriculum Services—District Office
Gil, Patricia	Curriculum Technician, Curriculum Services—District Office
Marrone, Erica	Curriculum Analyst, Curriculum Services—District Office
Radley, Michelle	Curriculum Technician, Curriculum Services—District Office
Scott, Carmen	Curriculum Technician, Curriculum Services—District Office

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*Topham called the meeting to order at 2:05 p.m.*

## I. MINUTES AND AGENDA

### A. Approval of: October 22, 2020, Minutes

Hoffman requested the correction of a sentence to add the word ‘take’

<i>Recommend Approval of the October 22, 2020 Minutes as amended</i>
<i>Motion by Norvell</i>
<i>Second by Gholson</i>
<i>Abstain: Short</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Boots, Chavez, Gamboa, Hoffman, O’Connor, Palma-Sanft, Parker, Payne</i>

### A. Approval of: November 12, 2020 Meeting Agenda

Hess requested the addition of DE walk-ins and General Counsel Legal Opinion Regarding Live Online Synchronous Instruction to New Business

<i>Recommend Approval of the November 12, 2020 Meeting Agenda as amended</i>
<i>Motion by Short</i>
<i>Second by Palma-Sanft</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Boots, Chavez, Gamboa, Gholson, Hoffman, Norvell, O’Connor, Parker, Payne</i>

## II. CURRICULUM REVIEW/APPROVAL

### A. Approval of Curriculum

<i>Recommend Approval of Curriculum</i>
<i>Motion by Gholson</i>
<i>Second by Parker</i>
<i>Abstain: Boots and Short</i>
<i>Final Resolution: Motion carries</i>

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*Aye: Chavez, Gamboa, Hoffman, Norvell, O'Connor, Palma-Sanft, Payne*

## B. Approval of Program Changes

***Recommend Approval of Program Changes***

*Motion by Short*

*Second by Norvell*

*Final Resolution: Motion carries*

*Aye: Boots, Chavez, Gamboa, Gholson, Hoffman, O'Connor, Palma-Sanft, Parker, Payne*

## C. General Education/Transferability Actions

Norvell requested to walk in AGRI 107. Palma-Sanft requested to pull SOCO 207.

***Recommend AGRI 107 to be Walked-in***

*Motion by Boots*

*Second by Chavez*

*Final Resolution: Motion carries*

*Aye: Gamboa, Gholson, Hoffman, Norvell, O'Connor, Palma-Sanft, Parker, Short, Payne*

***Recommend Approval of General Education/transferability Actions***

*Motion by Gholson*

*Second by Hoffman*

*Final Resolution: Motion carries*

*Aye: Boots, Chavez, Gamboa, Norvell, O'Connor, Palma-Sanft, Parker, Payne, Short*

### SOCO 207 Discussion:

Palma-Sanft informed SOCO 207 was designed using C-ID Ethnic Studies course descriptor. Palma-Sanft noted that with the new CSU Ethnic Studies requirement, the course competencies may fit under the CSU competencies; however, the course would have to be under a General Ethnic Studies subject area. Palma-Sanft inquired to the Council if the course should be pulled for further discussion.

Hoffman noted that since the implementation date is set for 2022, there's time for discussion. Hoffman stated not believing this course would be accepted for area F even if the subject area is changed to General Ethnic Studies.

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Palma-Sanft stated bringing this as an example for the campuses to start further discussions on other courses that may fall under the General Ethnic Studies.

Parker stated the Ethnic Studies Taskforce at Mesa is working on expanding the committee for more districtwide dialogue in order to discuss these issues.

Topham advised she would reach the Taskforce Chair, Cesar Lopez, and inquire on how the District can offer support and make sure everyone can continue to be informed of the conversations that are happening.

<b><i>Recommend Approval of SOCO 207</i></b>
<i>Motion by Palma-Sanft</i>
<i>Second by Norvell</i>
<i>Abstain: Parker</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Boots, Erreca, Gamboa, Gholson, Hoffman, O'Connor, Payne, Short</i>

### III. OLD BUSINESS

#### A. New Subject Areas: Asian American Studies and American Indian Studies

Palma-Sanft informed the Council that Miramar College, in response to the new CSU area F requirement, is proposing to create two new subject areas that were selected based on what SDSU and California State University San Marcos use as their subject indicators: Asian Studies (ASIA) and American Indian Studies (AMIN).

Hoffman informed Mesa College raised concerns on the proposed subject indicators and urged to continue discussions. Hoffman added the Asian Pacific Islander American Advisory Committee were strongly opposed to the ASIA subject indicator and proposed AAPI and APIA as alternative indicators.

Palma-Sanft noted the CSU Chancellor's Office confirmed the proposed subject indicators are acceptable for area F and it was also confirmed that stand alone or cross-listed courses can be accepted.

Short noted that if two cross-listed courses, with only one of them having area F approval, by definition, the courses can't be cross-listed since they won't share the same course outline attributes.

Gamboa inquired regarding the timeline to have the subject areas approved in order to start developing and offering the courses.

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Hess replied the deadline to submit for area F is February; therefore, it has to be approved by CIC in December. Otherwise, it will have to wait until the next cycle.

Topham advised she and Hess could reach out to the subject area Chairs and request to take this issue to their faculty in order to bring back feedback.

### B. Effects of Change to Award Revision Applications

Short stated the new PCAH requirements for program revision require the submission of several supportive documents, even for non- substantive changes. Short noted that a course renumbering, if it's part of a degree or certificate, could trigger several program revisions and therefore, the need to submit extensive documentation. As an example, Short illustrated if Math 119 were to be modified, since it's part of 96 awards, it would require 338 supportive documents to be submitted in order to revise the course and the programs. Short stated this example was to demonstrate the extent of the problem.

Short informed to have communicated with Miramar's Senate President and will inquire with other colleges on how they're handling this issue.

Norvell agreed with Short and informed she could communicate with other Articulation Officers in the region to inquire regarding this issue.

O'Connor agreed and noted this hurts the colleges and the students. O'Connor volunteer to communicate with Minou Spradley, region representative, regarding this issue.

### C. CCCCCO Annual Curriculum Approval Certification

Topham informed the Annual Curriculum Approval Certification is due November 13, 2020

O'Connor and Chavez informed having submitted their respective forms. Gamboa stated Miramar's form was awaiting the College President's signature for subsequent submission.

### D. ACCJC Deadline for Spring 2021 Distance Education Program Transitions due to COVID-19

Topham reminded the council of ACCJC spring 2021 Distance education program transitions due to Covid-19 is due on December 1, 2020.

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## IV. NEW BUSINESS

### A. AP 5235 Credit for Prior Learning

Hess requested the Council to vote on the recommendation for AP 5253 Credit for Prior Learning to move forward for constituent review, Chancellor's Cabinet, DGC, and subsequent Chancellor's signature.

<b><i>Recommend Approval of AP 5235 Credit for Prior Learning</i></b>
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<i>Motion by Hoffman</i>
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<i>Second by Short</i>
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<i>Final Resolution: Motion carries</i>
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<i>Aye: Boots, Chavez, Gamboa, Gholson, Norvell, O'Connor, Palma-Sanft, Parker, Payne</i>
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### B. Walk-Ins

#### 1. City walked-in the following curriculum:

CHIC 110A, CHIC 135, CHIC 170, CHIC 230, DRAM 244A, DRAM 244B, DRAM 244C, and DRAM 244D

Boots informed the Chicano Studies courses are proposed for Distance Education and were walked in order to create the proposal for area F. Boots added the Drama courses are also proposed for Distance Education and were walked in in order to create the proposal to change the families.

<b><i>Recommend Approval of CHIC 110A, CHIC 135, CHIC 170, CHIC 230, DRAM 244A, DRAM 244B, DRAM 244C, and DRAM 244D</i></b>
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<i>Motion by Short</i>
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<i>Second by Hoffman</i>
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<i>Final Resolution: Motion carries</i>
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<i>Aye: Boots, Chavez, Gamboa, Gholson, Norvell, O'Connor, Palma-Sanft, Parker, Payne</i>
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#### 2. City walked-in course revision for AGRI 107

Norvell informed AGRI 107 needs to be resubmitted for CSUGE area B3 and IGETC area 5b and 5c. Norvell noted to have added the manual to the course outline.

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<i><b>Recommend Approval of course revision AGRI 107</b></i>
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<i>Motion by Short</i>
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<i>Second by Gholson</i>
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<i>Abstain: Hoffman</i>
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<i>Final Resolution: Motion carries</i>
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<i>Aye: Boots, Chavez, Gamboa, Norvell, O'Connor, Palma-Sanft, Parker, Payne</i>
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3. City walked-in AGRI 107 to be added to the General Education/Transferability Actions under CSUGE area B3 and IGETC area 5b and 5c

<i><b>Recommend Approval of AGRI 107 to be added to GE/Transferability CSUGE Area B3 and IGETC Area 5b and 5c</b></i>
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<i>Motion by Short</i>
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<i>Second by Palma-Sanft</i>
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<i>Final Resolution: Motion carries</i>
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<i>Aye: Boots, Chavez, Gamboa, Gholson, Hoffman, Norvell, O'Connor, Parker, Payne</i>
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4. Miramar – FILI 100

Short informed FILI 100 is being proposed for Distance Education and walked-in in order to revise the course for subsequent CSUG area F proposal

<i><b>Recommend Approval of FILI 100</b></i>
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<i>Motion by Norvell</i>
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<i>Second by Boots</i>
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<i>Final Resolution: Motion carries</i>
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<i>Aye: Chavez, Gamboa, Gholson, Hoffman, O'Connor, Palma-Sanft, Parker, Short, Payne</i>
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### C. General Counsel Legal Opinion Regarding Live Online Synchronous Instruction

Topham informed of the General Counsel’s legal opinion on the camera use in the classroom for instruction. Topham added recommendations from the Distance Education Districtwide Committee have reached the campuses to allow

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for discussion and will bring the item forward to the Chancellor's Cabinet on November 17.

O'Connor, Gamboa, and Gholson reported their campuses have scheduled their respective meetings in order to discuss this issue.

## V. CIC SUBCOMMITTEE REPORT

Hess reported the following from the subcommittees:

- Catalog committee meetings have been canceled until further notice.
- CurricUNET Steering committee will meet on 11/20/2020
- District Articulation Council met on 11/4/2020
  - Recommended a draft process for course equivalencies to be presented to Student Services Council for review and feedback
  - Parker submitted a letter on behalf of faculty and administrators to C-ID to request consideration of the current way Social Justice TMC has been developed
  - CSUGE Area F course submissions
  - Recommended addition of courses to Assist as they are approved
- Policies and Procedures met on 11/12/2020 and had robust discussion regarding Policies to review the rest of the year

## VI. STANDING REPORTS

### A. Legislative Update

No Report

### B. Student Services Council

Topham informed students will not be dropped for non-payment during spring 2021. Topham stated there are funding opportunities for students such as the Disaster Relief Fund. In addition, Topham stated the possibility of utilizing the CARES act funding next semester for students.

Palma-Sanft inquired for information regarding credit for prior learning fees

Hess informed title 5 states fees can only be charged for credit by examination and not assessment.

### C. State Academic Senate

No Report

### D. Chief Instructional Officers (Bulger, Chavez, O'Connor, Fischthal, Gamboa)



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No Report

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

No Report

## VII. ADJOURNMENT

*The meeting was adjourned at 3:22 pm*

*Motion by Norvell*

*Second by Boots*

*Final Resolution: Motion carries*

*Aye: Chavez, Gamboa, Gholson, Hoffman, O'Connor, Palma-Sanft,  
Parker, Payne, Short*