

San Diego Community College District Curriculum and Instructional Council

Meeting of March 25, 2021

2:00 P.M.

Zoom Meeting

Approved Minutes

PRESENT:

Boots, Jennifer	Curriculum Chair—City College
Cuaron, Berta	Acting Vice President, Instructional Services—Miramar College
Fischthal, Michelle	Vice President, Instructional Services—College of Continuing Education
Gholson, Richard	Curriculum Chair—College of Continuing Education
Hess, Shelly	Dean, Curriculum Services—District Office
Hoffman, Andrew	Curriculum Chair—Mesa College
Norvell, Elizabeth	Articulation Officer—City College
Palma-Sanft, Mara	Articulation Officer—Miramar College
Short, Duane	Curriculum Chair—Miramar College
Topham, Susan	Vice Chancellor, Educational Services—District Office (CIC Chair)
Tyler, Jeanie	Dean, Arts, Humanities and Communications, Proxy for Matilda Chavez

ABSENT:

Chavez, Matilda	Vice President, Instructional Services—City College
O'Connor, Isabel	Vice President, Instructional Services—Mesa College
Parker, Juliette	Articulation Officer—Mesa College

GUEST:

Payne, Desiree	Curriculum Analyst — College of Continuing Education
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STAFF:

Escalante, Evelyn	Administrative Assistant, 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: March 11, 2021, Minutes

Hoffman requested the correction of a typo in the minutes.

Short inquired about the language used in the minutes regarding action items that state “recommend approval” as opposed to “approved” .

Hess stated she would research the origin of the language being used and will bring it back to the council.

<i>Recommend Approval of the March 11, 2021 Minutes as amended</i>
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<i>Motion by Gholson</i>

<i>Second by Hoffman</i>

<i>Final Resolution: Motion carries</i>

<i>Abstain: Short</i>

<i>Aye: Boots, Cuaron, Fischthal, Norvell, Palma-Sanft, Tyler</i>

B. Approval of: March 25, 2021 Agenda

<i>Recommend Approval of the March 25, 2021 Meeting Agenda</i>
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<i>Motion by Short</i>

<i>Second by Hoffman</i>

<i>Final Resolution: Motion carries</i>

<i>Aye: Boots, Cuaron, Fischthal, Gholson, Norvell, Palma-Sanft, Tyler</i>
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I. CURRICULUM REVIEW/APPROVAL

A. Approval of Curriculum

<i>Recommend Approval of Curriculum</i>

<i>Motion by Short</i>

<i>Second by Palma-Sanft</i>

<i>Final Resolution: Motion carries</i>

<i>Aye: Boots, Cuaron, Fischthal, Gholson, Hoffman, Norvell, Tyler</i>
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B. Approval of Program Changes

<i>Recommend Approval of Program Changes</i>
<i>Motion by Short</i>
<i>Second by Gholson</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Boots, Cuaron, Fischthal, Hoffman, Norvell, Palma-Sanft, Tyler</i>

III. OLD BUSINESS

A. Curriculum Calendar

Hess informed currently researching colleges that have their registration start date on April 15. Hess noted having reached out to Cabrillo College and Santa Monica College. Hess added Santa Monica College's catalog deadline is December 2 and is waiting to receive more information on their process.

B. Credit for Prior Learning

Hess informed the Credit for Prior learning Implementation team will meet on March 26, 2021 where the new MIS codes will be reviewed for implementation. Hess also informed the request for faculty recommendation for tCLP subgroups will be sent to the College Senate Presidents after Spring Break.

IV. NEW BUSINESS

A. Program Mapper

Tophman informed of having met with the program mapper representative where the capabilities of the mapper were showcased. Topham noted the council will continue to be informed as they continue to explore this option.

Short added Miramar College is also looking into the program mapper.

B. Program Goal—CCCCO Definitions (New Requirements)

Hess informed the Chancellor's Office sent a notification regarding SPO2 program code. The change states credit certificates of achievement units should be within one of the following categories: 8 to fewer than 16 semester units; 16 to fewer than 30 semester units; 30 to fewer than 60 semester units; or 60 or more semester units. Hess added existing and new certificates with units outside of these ranges must be updated, as they may no longer be added to COCI.

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V. CIC SUBCOMMITTEE REPORT

No Report

VI. STANDING REPORTS

A. Educational Services Updates

Topham reported the following: Educational Services continues to move forward with the reorganization; Hess will oversee evaluations; an official memo regarding EW due to COVID-19 will be sent soon; Policies and procedures continue to be reviewed; and Student Services Director Catrina Hixon will retire, going away zoom event will be on April 15, 2021.

B. State Academic Senate

Short reported the curriculum chairs continue to work on the resolution regarding the removal of non-substantive program changes and plan to bring it forward to their respective academic senates.

C. Chief Instructional Officers (Topham, Chavez, O'Connor, Fischthal, Ascione)

No Report

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

No Report

VII. ADJOURNMENT

<i>The meeting was adjourned at 2:46 pm</i>
<i>Motion by Boots</i>
<i>Second by Gholson</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Cuaron, Fischthal, Hoffman, Norvell, Palma-Sanft, Short, Tyler</i>