

# San Diego Community College District Curriculum and Instructional Council

Meeting of May 13, 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
O'Connor, Isabel	Vice President, Instructional Services—Mesa College
Palma-Sanft, Mara	Articulation Officer—Miramar College
Parker, Juliette	Articulation Officer—Mesa College
Short, Duane	Curriculum Chair—Miramar College
Topham, Susan	Vice Chancellor, Educational Services—District Office (CIC Chair)
Tyler, Jeanie	Dean, Arts, Humanities and Communications—City College, Proxy for Matilda Chavez

### ABSENT:

Chavez, Matilda	Vice President, Instructional Services—City College
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### 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

# San Diego Community College District Curriculum and Instructional Council

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

## I. MINUTES AND AGENDA

### A. Approval of: April 22, 2021, Minutes

*Recommend Approval of the April 22, 2021 Minutes*

*Motion by Short*

*Second by Norvell*

*Final Resolution: Motion carries*

*Aye: Boots, Cuaron, Fischthal, Gholson, Hoffman, O'Connor, Palma-Sanft, Parker, Tyler*

### B. Approval of: May 13, 2021 Agenda

Hoffman requested the addition of Walk-ins to the agenda and Hess requested the addition of a special presentation under New Business.

*Recommend Approval of the May 13, 2021 Meeting Agenda as amended*

*Motion by Hoffman*

*Second by Palma-Sanft*

*Final Resolution: Motion carries*

*Aye: Boots, Cuaron, Fischthal, Gholson, Norvell, O'Connor, Parker, Short, Tyler*

## I. CURRICULUM REVIEW/APPROVAL

### A. Approval of Curriculum

Palma-Sanft pulled the following courses for discussion:

MUSC 104, MUSC118, MUSC 160, MUSC 170A, MUSC 170B, MUSC 170C, MUSC 170D, and MUSC 260

*Recommend Approval of Curriculum as Amended*

*Motion by Short*

*Second by Palma-Sanft*

*Final Resolution: Motion carries*

*Aye: Boots, Cuaron, Fischthal, Gholson, Hoffman, Norvell, O'Connor, Parker, Tyler*

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## B. Approval of Program Changes

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

## C. Approval of College of Continuing Education Curriculum

Hoffman pulled the following courses for discussion:

COMP 690, COMP 691, COMP 692, and COMP 693

<b><i>Recommend Approval of College of Continuing Education Curriculum as Amended</i></b>
<i>Motion by Short</i>
<i>Second by Gholson</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Boots, Cuaron, Fischthal, Hoffman, Norvell, O'Connor, Palma-Sanft, Parker, Tyler</i>

## D. Approval of College of Continuing Education Program Changes

Hoffman Pulled Full-Stack Web Developer Certificate and Intro to Digital Design Careers Certificate for discussion.

<b><i>Recommend Approval of College of Continuing Education Program Changes as Amended</i></b>
<i>Motion by Hoffman</i>
<i>Second by Short</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Boots, Cuaron, Fischthal, Gholson, Norvell, O'Connor, Palma-Sanft, Parker, Tyler</i>

## E. General Education/Transferability Actions

Palma-Sanft informed she pulled the MUSC courses to inquire about their transferability since commercial music courses are not approved to transfer by UCTCA standards.

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Norvell informed UCSD has similar courses; however, she will check again to make sure the courses are transferable. Palma-Sanft suggested to point out the similar courses in the proposal.

Palma-Sanft requested the addition of Multicultural to ENGL 234 in the transferability report.

<b><i>Recommend Approval of General Education/Transferability Actions as Amended</i></b>
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<i>Motion by Short</i>
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<i>Second by Norvell</i>
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<i>Final Resolution: Motion carries</i>
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<i>Aye: Boots, Cuaron, Fischthal, Gholson, Hoffman, O'Connor, Palma-Sanft, Parker, Tyler</i>
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- F. MUSC 104, MUSC118, MUSC 160, MUSC 170A, MUSC 170B, MUSC 170C, MUSC 170D, and MUSC 260

The discussion took place during item G. General Education/Transferability Actions

<b><i>Recommend Approval of MUSC 104, MUSC 118, MUSC 160, MUSC 170A, MUSC 170B, MUSC 170C, MUSC 170D, and MUSC 260.</i></b>
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<i>Motion by Short</i>
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<i>Second by Norvell</i>
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<i>Final Resolution: Motion carries</i>
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<i>Aye: Boots, Cuaron, Fischthal, Gholson, Hoffman, O'Connor, Palma-Sanft, Parker, Tyler</i>
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- G. COMP 690, COMP 691, COMP 692, and COMP 693

Discussion: Hoffman requested these courses to be tabled until Mesa faculty could review them.

Fischthal informed the Council the proposed curriculum went out at the end of February and Mesa faculty were in favor of the courses since they had been in communication with CE faculty. O'Connor noted the concerns came from other faculty members.

<b><i>Recommend to Table COMP 690, COMP 691, COMP 962, and COMP 693</i></b>
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<i>Motion by Hoffman</i>
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<i>Second by O'Connor</i>
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*Final Resolution: Motion carries*

*Aye: Boots, Cuaron, Fischthal, Gholson, Norvell, Palma-Sanft, Parker, Short, Tyler*

- H. Full-Stack Web Developer Certificate and Intro to Digital Design Careers Certificate for discussion.

Full-Stack Web Developer Certificate was tabled until further discussion.

*Recommend Approval of Intro to Digital Design Careers Certificate*

*Motion by Short*

*Second by Gholson*

*Final Resolution: Motion carries*

*Aye: Boots, Cuaron, Fischthal, Hoffman, Norvell, O'Connor, Palma-Sanft, Parker, Tyler*

Fischthal requested a commitment for review from Mesa. O'Connor noted they will work with the faculty and Dean in order to resolve this.

Additionally, Fischthal inquired about the process of faculty collaboration and discussion to ensure complete agreement on proposed curriculum. Hess informed of being in the process of developing a cross collaboration workgroup for this purpose.

### III. OLD BUSINESS

- A. Curriculum Calendar Discussion

Topham stated the need for the curriculum calendar planning to begin and suggested delegating the task to a workgroup.

Short agreed and suggested the Educational Review Committee to take on this task and report back to CIC.

- B. Credit for Prior Learning

Hess informed the council they have been working on the implementation for Campus Solutions and transcripts. Hess added that faculty have shown interest in industry certification.

Hess reported Mesa's Exercise Science faculty compiled a list for industry certification and the college is planning a workshop to take place during fall 2021.

- C. CSU GE Ethnic Studies Area F

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Short informed the council Miramar College proposed 3 courses that were disapproved and they plan to revise and resubmit one of those courses, FILI 100. Short requested for the council to hold a virtual vote the following week in order to meet the resubmission deadline.

Hoffman stated Mesa College is also planning to review and resubmit courses.

Parker informed there has been a state level call to suspend the review process due to a multitude of reasons that have brought concerns about the review process integrity.

*Recommend the Council to Have an Emergency Virtual Vote on  
May 20, 2021 for the Resubmission of CSU GE Ethnic Studies*

*Motion by Hoffman*

*Second by Short*

*Final Resolution: Motion carries*

*Aye: Boots, Cuaron, Fischthal, Gholson, Norvell, O'Connor, Palma-Sanft, Parker, Tyler*

### D. City College ReTreat

Boots brought forward an idea that was discussed during the retreat to help foster better communication. Boots explained the idea is to have a Canvas shell to house all curriculum resources from each of the colleges. Boots suggested to designate someone to have reassigned time in order to develop the shell.

Topham spoke about the importance of having consistency across the colleges and suggested getting together with Hess and Dean Weston in order to devise the creation of the shell.

Short showcased the shell being used by Miramar's curriculum committee.

### E. Business Administration 2.0 AS-T

Hess informed she had been receiving emails from the Transfer Center Directors with their concerns regarding the new Business Administration 2.0 for students who plan to transfer to CSU San Marcos or SDSU since it won't be approved until fall 2022. Hess noted there are people working with San Marcos and SDSU to accept the Business Administration 1.0.

Parker noted other campuses will have the ADT available for fall 2021.

Short suggested the colleges add the new Business Administration 2.0 to the emergency vote on May 20, 2021. Short added the CSUs are supposed to honor catalog rights. Topham will have a conversation regarding the catalog right issue with her CSU contact.

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The council continued to discuss the need to challenge the CSU regarding violations of catalog rights and title 5.

*Recommend the New Proposal Submission of Business Administration 2.0 AST for Virtual Vote Approval on May 20, 2021*

*Motion by Short*

*Second by Palma-Sanft*

*Final Resolution: Motion carries*

*Aye: Boots, Cuaron, Fischthal, Gholson, Hoffman, Norvell, O'Connor, Parker, Tyler*

## IV. NEW BUSINESS

### A. 2021-2022 CIC Calendar

Hess reminded the council that there will only be one virtual vote during November due to the holidays.

Fischthal requested the calendar to reflect the Instructional Improvement Days for the College of Continuing Education.

*Recommend Approval of 2021-2022 CIC Calendar as Amended*

*Motion by Norvell*

*Second by Boots*

*Final Resolution: Motion carries*

*Aye: Cuaron, Fischthal, Gholson, Hoffman, O'Connor, Palma-Sanft, Parker, Short, Tyler*

### B. Apprenticeship Programs (Coding)

Hess informed that some of the apprenticeship programs were inputted into COCI without being labeled as apprenticeships. Also, some colleges have apprenticeship courses and no apprenticeship programs and vice versa. Hess informed she will meet with Dean Perman to determine if this will impact Strong Workforce or Perkins Grant. Hess advised these issues will be worked out individually with the colleges.

### C. Title 5, Section 55063–Proposed Revisions

Hess reminded the council of the proposed changes to title 5 regarding Ethnic Studies and informed the 45-day comment area is open until June 19. Hess advised the council to submit their recommendations.

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## D. Walk-ins

### 1. Mesa College

- ARTF 161A
- RADT 50
- RADT 070L
- Radiologic Technology, Associate of Arts
- Radiologic Technology, Certificate of Achievement

*Recommend Approval of ARTF 161A, RADT 50, RADT 070L, Radiologic Technology Associate of Arts, and Radiologic Technology Certificate of Achievement*

*Motion by Hoffman*

*Second by Norvell*

*Final Resolution: Motion carries*

*Aye: Boots, Cuaron, Fischthal, Gholson, O'Connor, Palma-Sanft, Parker, Short, Tyler*

### 2. City College

- PSYC 111

*Recommend Approval of PSYC 111*

*Motion by Boots*

*Second by Short*

*Final Resolution: Motion carries*

*Aye: Cuaron, Fischthal, Gholson, Hoffman, Norvell, O'Connor, Palma-Sanft, Parker, Tyler*

## A. Special Presentation

Council members thanked Short and Cuaron for their service since this was their last meeting as part of the council.

## V. CIC SUBCOMMITTEE REPORT

### *Policies and Procedures*

Hess recommended for the colleges to begin constituent review for AP 5105, AP 5160.2 and BP 5152 at the beginning of fall 2021.

Hess informed AP 5031, AP 5103, AP 5026, AP 0020.2 and BP 5750 have gone through constituent review and the next step is to move them forward for DGC review.



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*Recommend Approval of AP 5031, AP 5103, AP 5026, AP 0020.2,  
and BP 5750 to move forward for DGC Review*

*Motion by Short*

*Second by Norvell*

*Final Resolution: Motion carries*

*Aye: Boots, Cuaron, Fischthal, Gholson, Hoffman, O'Connor,  
Palma-Sanft, Parker, Tyler*

## VI. STANDING REPORTS

### A. Educational Services Updates

No report.

### B. State Academic Senate

No report.

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

No report.

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

No report.

## VII. ADJOURNMENT

*The meeting was adjourned at 3:56 pm*

*Motion by Boots*

*Second by Short*

*Final Resolution: Motion carries*

*Aye: Cuaron, Fischthal, Gholson, Hoffman, Norvell, O'Connor,  
Palma-Sanft, Parker, Tyler*