

San Diego Community College District Curriculum and Instructional Council

Meeting of April 14, 2022

2:00 P.M.

Zoom Meeting

Approved Minutes

PRESENT:

Gholson, Richard	Curriculum Chair— College of Continuing Education
Hoffman, Andrew	Curriculum Chair—Mesa College
Jarrell, Jan	Dean, English as a Second Language/Citizenship— College of Continuing Education, Proxy for Michelle Fischthal
MacNeill, Andrew	Dean, Learning Resources & Academic Support—Mesa College, Proxy for Isabel O'Connor
Norvell, Elizabeth	Articulation Officer—City College
Odu, Michael	Vice President, Instructional Services—Miramar College
Omae, Masahiro	Dean, Behavioral and Social Sciences—City College, Proxy for Matilda Chavez
Palma-Sanft, Mara	Articulation Officer—Miramar College
Parker, Juliette	Articulation Officer— Mesa College
Stiller-Shulman, Alex	Curriculum Chair—Miramar College
Topham, Susan	Vice Chancellor, Educational Services—District Office (CIC Chair)

ABSENT:

Boots, Jennifer	Curriculum Chair—City College
Chavez, Matilda	Vice President, Instructional Services—City College
Fischthal, Michelle	Vice President, Instructional Services—College of Continuing Education
Hess, Shelly	Dean, Curriculum Services—District Office
O'Connor, Isabel	Vice President, Instructional Services—Mesa College

GUEST:

Payne, Desiree	Curriculum Analyst — College of Continuing Education
----------------	--

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 2:02 p.m.

A. MINUTES AND AGENDA

A. Approval of: March 24, 2022, Minutes

<i>Recommend Approval of the March 24, 2022 Minutes</i>
<i>Motion by Norvell</i>
<i>Second by Odu</i>
<i>Abstain: McNeill</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Gholson, Hoffman, Jarrell, Omae, Palma-Sanft, Parker, Stiller-Shulman</i>

B. Approval of: April 14, 2022 Agenda

Hoffman requested the addition of walk-ins to the agenda.

<i>Recommend Approval of the April 14, 2022 Meeting Agenda as amended</i>
<i>Motion by Gholson</i>
<i>Second by Palma-Sanft</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Hoffman, Jarrell, MacNeill, Norvell, Odu, Omae, Parker, Stiller-Shulman</i>

B. CURRICULUM REVIEW/APPROVAL

A. Approval of Curriculum

<i>Recommend Approval of Curriculum</i>
<i>Motion by Hoffman</i>
<i>Second by Gholson</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Jarrell, MacNeill, Norvell, Odu, Omae, Palma-Sanft, Parker, Stiller-Shulman</i>

San Diego Community College District Curriculum and Instructional Council

III. OLD BUSINESS

A. Meeting by Teleconferencing (AB 361) (Action)

Topham informed the council this vote is to offer the CIC meeting on April 28, 2022 as a hybrid meeting.

Recommend Approval of Holding a Hybrid meeting on April 28, 2022

Motion by Odu

Second by Norvell

Final Resolution: Motion carries

Aye: Gholson, Hoffman, Jarrell, MacNeill, Omae, Palma-Sanft, Parker, Stiller-Shulman

IV. NEW BUSINESS

A. MUSC Activation at Miramar

Stiller-Shulman informed Miramar College is interested in activating MUSC 162.

B. Walk-ins

- Mesa walked-in CISC 187 and PHYS 100

Recommend Approval of CISC 187 and PHYS 100 pending Tech Review

Motion by Gholson

Second by Odu

Final Resolution: Motion carries

Aye: Hoffman, Jarrell, MacNeill, Norvell, Omae, Palma-Sanft, Parker, Stiller-Shulman

- Miramar walked-in ARTG 100, GRFX 110, and GRFX 120

Recommend Approval of ARTG 100, GRFX 110, and GRFX 120 pending Tech Review

Motion by Odu

Second by Hoffman

Final Resolution: Motion carries

San Diego Community College District Curriculum and Instructional Council

*Aye: Gholson, Jarrell, MacNeill, Norvell, Omae, Palma-Sanft,
Parker, Stiller-Shulman*

V. CIC SUBCOMMITTEE REPORT

No Report

VI. STANDING REPORTS

A. Educational Services Updates

Topham informed the council of the handout that was provided regarding transcript automation project. Topham explained this is the automation of the transcript processing, to cut down the number of days that it takes for the transcripts to be evaluated. Topham added that the three credit colleges funded this project that is currently in the testing and training phase. In addition, Educational Services and IT are working on finding a new imaging source platform. Topham requested for the council to please share this information with their respective colleges.

Topham also informed that the USD is in the process of updating their articulation agreements and they reached out to the district for assistance. Topham noted she and Hess will meet with them. Odu requested for student transfer success data. Topham responded she will inquire for that data.

Topham ended her report by informing that the CurriQunet Meta contract has been signed.

B. State Academic Senate

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

No report

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

Parker informed the council that the minimum qualifications for Asian American studies and Native American indigenous studies passed the Senate and are now available to use statewide.

Palma-Sanft informed she will back information next month from the California Intersegmental Articulation Council (CIAC) conference that will take place at the end of April.

**San Diego Community College District
Curriculum and Instructional Council**

VII. ADJOURNMENT

<i>The meeting was adjourned at 2:28 pm</i>
<i>Motion by Gholson</i>
<i>Second by Odu</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Hoffman, Jarrell, MacNeill, Norvell, Omae, Palma-Sanft, Parker, Stiller-Shulman</i>