

San Diego Community College District Curriculum and Instructional Council

Meeting of September 23, 2021

2:00 P.M.

Zoom Meeting

Approved Minutes

PRESENT:

Boots, Jennifer	Curriculum Chair—City College
Chavez, Matilda	Vice President, Instructional Services—City College
Fischthal, Michelle	Vice President, Instructional Services—Continuing Education
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
Odu, Michael	Vice President, Instructional Services—Miramar College
Palma-Sanft, Mara	Articulation Officer—Miramar College
Parker, Juliette	Articulation Officer—Mesa College
Stiller-Shulam, Alex	Curriculum Chair—Miramar College
Topham, Susan	Vice Chancellor, Educational Services—District Office (CIC Chair)

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 2:03 p.m.

I. MINUTES AND AGENDA

A. Approval of: September 9, 2021, Minutes

<i>Recommend Approval of the September 9, 2021 Minutes</i>
<i>Motion by Gholson</i>
<i>Second by Hoffman</i>
<i>Abstain by Parker</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Boots, Chavez, Norvell, O'Connor, Odu, Palma-Sanft, Stiller-Shulman</i>

B. Approval of: September 23, 2021 Agenda

Hoffman requested the removal of Patient Care Coordinator Subject Area Indicator from the agenda.

<i>Recommend Approval of the September 23, 2021 Meeting Agenda as amended</i>
<i>Motion by Hoffman</i>
<i>Second by Gholson</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Boots, Chavez, Norvell, O'Connor, Odu, Palma-Sanft, Parker, Stiller-Shulman</i>

I. CURRICULUM REVIEW/APPROVAL

A. Approval of Curriculum

<i>Recommend Approval of Curriculum</i>
<i>Motion by Hoffman</i>
<i>Second by Parker</i>
<i>Final Resolution: Motion carries</i>
<i>Aye: Boots, Chavez, Gholson, Norvell, O'Connor, Odu, Palma-Sanft, Stiller-Shulman</i>

B. Approval of Program Changes

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<i>Recommend Approval of Program Changes</i>

<i>Motion by Gholson</i>

<i>Second by Norvell</i>

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

<i>Aye: Boots, Chavez, Hoffman, O'Connor, Odu, Palma-Sanft, Parker, Stiller-Shulman</i>

C. Approval of College of Continuing Education Curriculum

<i>Recommend Approval of College of Continuing Education Curriculum</i>
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<i>Motion by Odu</i>

<i>Second by Norvell</i>

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

<i>Aye: Boots, Chavez, Gholson, Hoffman, O'Connor, Palma-Sanft, Parker, Stiller-Shulman</i>

D. Approval of College of Continuing Education Program Changes

<i>Recommend Approval of College of Continuing Education Program Changes</i>

<i>Motion by Boots</i>

<i>Second by Hoffman</i>

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

<i>Aye: Chavez, Gholson, Norvell, O'Connor, Odu, Palma-Sanft, Parker, Stiller-Shulman</i>

III. OLD BUSINESS

A. Curriculum Calendar

Hess informed the Instructional Review Committee will be convening meetings and hope to have a report for CIC soon.

IV. CIC COMMITTEE REPORT

Hess reported the following from the Committees:

District Articulation Council:

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- Instructional Services has been working on Credit for Prior Learning Implementation. Credit by Prior Learning is in CurricUNET.
- Discussion on AB 1111: common course numbering system. DAC recommended to use ASSIST for information such as C-ID and pathway information. Articulation Officers will advocate for this process and bring it up at CIAC.
- “P” grades included in the ADT as required by the Chancellor’s Office.
- Foreign Language offered via DE
- Area F, out of State courses

Policies and Procedures:

- The committee will be using Microsoft Teams
- Mesa representative, Justin Estep, has joined the committee
- Discussion on developing criteria to award Latin Honors to baccalaureate degree graduates
- Revisited recommendations for AP 4026 to remove the following statement: “At least one required course must be completed at the college awarding the certificate. The committee agreed to remove the statement, notify CIC and send the procedure back to campus constituent review.”
- Policies and procedures reviewed: BP 3560 and AP 3560 to be sent to Legal Services and HR before sending to college constituent review; AP 4025; BP 4440 and AP 4440; AP 4026 has been sent to International Education Committee for review; and AP 5610 has been sent to Mirmar Dean for review

V. STANDING REPORTS

A. Educational Services Updates

Topham reported the following:

- New title 5 language around Pass/No Pass, that extends the deadline to the last day of classes in which students would be able to apply for pass or no pass. There are representatives on the Admissions and Records State Committee who are going to meet with the State Chancellor’s Office to make a case for not moving this forward.
- The need for the clarification on the meaning of mitigation in the Excused Withdrawal
- Need for clarification on the proposed change to definition of enrolled students; from “Enrollment occurs when a student receives an evaluative or nonevaluative symbol pursuant to section 55023 in a credit course” to “Enrollment occurs when a student successfully registers for a specific course.”

B. State Academic Senate

No Report

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

No report.

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

Parker reported on the GE meeting called by the CSU Chancellor's Office where they discussed IGETC and CSU adding the Ethnic Studies requirement. Parker reported during the meeting there was a presentation which raised concerns about the review process.

Hoffman inquired about AB 1111, the common course numbering system. Hess reiterated the Articulation Officers will advocate for adding a note of what the course would equate to.

Palma-Sanft informed of having a conversation with the Chancellor's Office Transfer Representative where he indicated this year there will be a research study in order to canvas what needs to be considered. Palma-Sanft added there are no plans for implementation this year.

VI. ADJOURNMENT

The meeting was adjourned at 2:37 pm

Motion by Boots

Second by Odu

Final Resolution: Motion carries

Aye: Chavez, Gholson, Hoffman, Norvell, O'Connor, Palma-Sanft, Parker, Stiller-Shulman