

*CURRICULUM and INSTRUCTIONAL SERVICES*  
**DISTRICT ARTICULATION COUNCIL**  
*ACTION ITEMS*  
11-07-07

Attendees:

Libby Andersen – City Articulation Officer  
Reginald Boyd- Miramar College Evaluator  
Paula Christopher- Mesa College Evaluator  
Shelly Hess – Dean of Curriculum and Instructional Services  
Jeff Mills – Systems Support Analyst  
Christina Monaco – City College Evaluator  
Susan Newell – Mesa College Evaluator  
Thu Nguyen – Miramar College Evaluator  
Juliette Parker – Mesa Articulation Officer  
Michelle Radley – Articulation Assistant, Instructional Services  
Duane Short – Miramar Articulation Officer  
Jane Signaigo Cox – Dean of Career-Technical Education  
Vang Thao – Mesa College Evaluator

**Old Business**

**New Business**

**1. Standardized Test Approval Procedure:**

Evaluators worked with Articulation Officers to develop a standard procedure to award credit for AP, CLEP and International Baccalaureate tests; Duane Short revised the draft. Susan will like the document to be added to policy 5300.

Shelly Hess will review the document and will send rough drafts to Articulation Officers and Evaluators. Articulation Officers will take the draft to their Curriculum Committees and the document will be presented at the December 13<sup>th</sup> CIC meeting.

**2. Military Articulation:**

Lynne Ornelas, Dean of Workforce development feels that moving military articulation under Instructional Services would be appropriate; Shelly Hess and Articulation Officers agreed. Instructional Services will keep track of the military articulation agreements, monitor curriculum changes that might impact military articulation and develop new articulation agreements. Articulation Officers and faculty should be informed of any update on military articulation.

Libby Andersen suggested announcing the change at the Chancellor's Cabinet.

**3. Catalog:**

Shelly had a meeting with Mesa's faculty and administrators and one of the issues discussed at the meeting was that Mesa does not have a procedure in place to include the articulation officer in the catalog review process. Shelly would like to have a

standard procedure to make sure the articulation officers are involved in the process of reviewing the catalog; articulation officers agreed. Duane will bring a draft outline of the common sections of the transfer guide to the next DAC meeting.

#### **4. Updates to CLEP:**

There is an announcement from CLEP indicating that there is a new CLEP exam coming up for Spanish and Principles of Financial Accounting. Duane suggested changing the test scores in our catalog to match the CLEP recommendations, also the score for French needs to be changed to the new score of 62; the catalog currently indicates a score of 52. Libby will send a copy of the CLEP recommendations to Jeff and Evaluators; Jeff will make the changes to the catalog and will send a pdf copy of the changes to Articulation Officers for review.

#### **5. Adding additional SDCCD courses to area E:**

Libby needed clarification on how CSUGE area E is clear at SDSU. Duane said that SDSU can use one of 3 patterns: CSUGE, IGETC or SDSU native pattern (which does not require area E, but an extra humanities course). Juliette said that she recommends students to complete the CSUGE pattern because completing the pattern gives students more options when determining which upper division GE courses to take; evaluators agreed.

#### **6. Non-compliant degrees:**

Duane explained that there has been a change in Title V regarding Transfer Studies degrees; the state chancellor's office discovered that they have been approving associates degrees that require only a transfer general education pattern in lieu of a major and that these degrees are not in compliance with Title V. SDCCD has two degrees that fall in this category: Transfer Studies and Liberal Arts.

Duane said that Miramar is planning on creating a set of academic degrees using the emphasis rule in a variety of different subject areas that will replace the transfer studies degree. Students will be able to choose from CSUGE, IGETC or District GE patterns.

#### **7. Continuing Education Articulation:**

Shelly wants to open up the line of communication between the colleges and continuing education. Jane said that she will like to expand the continuing education articulation master list and collaborate with the colleges to do so. Duane suggested following the same procedure already in place for Tech Prep; articulation officers agreed. Jane will contact Lynne Ornelas.

### ***Standing Items:***

#### **a) Tech Prep: Lynne Ornelas**