

CURRICULUM and INSTRUCTIONAL SERVICES
DISTRICT ARTICULATION COUNCIL

11-06-13

DAC Minutes and Action Items

Attendees:

Shelly Hess- Dean of Instructional Services, District Office
Melody Graveen- Military Instructional Program Manager/Chief Operations Officer
Juliette Parker- Mesa College Articulation Officer
Erica Plourde- Curriculum Analyst, District Instructional Services
Michelle Radley- Articulation Assistant, District Instructional Services
Duane Short- Miramar College Articulation Officer
Perla Vizcarra- City College Articulation Officer

Old Business

1. MOU/Agreements: Shelly Hess

Shelly requested an update on the MOU/Articulation Agreements with National University and Phoenix University. City has an Articulation Agreement with National University and an MOU. Miramar and Mesa have an Articulation agreement; Mesa is in the process of updating their agreement with National. Because the University of Phoenix has a rule against articulation, the colleges don't have a current agreement with them.

New Business

2. Credit by Exam process/ consolidate list of CBE approved courses: Duane Short
Currently there are three different processes for taking credit by exam: the student can take the exam at the campus, at a high school or at continuing education. Duane asked if a list could be created for all the courses that offer credit by exam; Shelly will work on a list and will email it to the Articulation Officers.

3. Procedure for updating course outlines in consideration of C-ID: Perla Vizcarra
Perla requested clarification on how to update a course outline for C-ID submission. Duane explained at Miramar, when a course is being revised and has a C-ID descriptor, the course outline and descriptor are compared and if they are not any major changes (Duane consults with the discipline faculty to make that determination), the outline will be match the descriptor. If the changes are significant, then he will bring the issue to DAC for discussion.

4. Timeline District-wide for submission and notification to faculty and response: Perla Vizcarra
Shelly explained the CIC approval timeline for course revisions and ADT degrees is the catalog deadline in March.

5. Business ADT update: Perla Vizcarra

Perla consulted with Salley Deaton and she agrees with how Miramar will be submitting the degree.

6. Anthropology and Geography pending degrees: Perla Vizcarra

Shelly explained that if faculty needs assistance adding the degree in Curriconet, Instructional Services can help; I.S. can enter the degree in Curriconet and then assign a faculty member to the degree so he or she can make changes to the program.

Standing Items:

- a) Catalog Updates
- b) C-ID:
 - New TMC degrees
 - C-ID conditionally approved courses
 - C-ID disapproved courses

The C-ID tracker was updated by the Articulation Officers.

- c) Inter-institutional agreements
- d) Tech Prep
- e) SB 1440