

SAN DIEGO CONTINUING EDUCATION
CURRICULUM COMMITTEE
MINUTES
ECC, Room 181, 2:30 to 4:30
March 7, 2018

IN ATTENDANCE

John Bromma
Laura Burgess
Kathy Campbell
Lisa Carulli
Michelle Fischthal
Jan Forstrom
Richard Gholson
David Holden
Joan McKenna
Laurie Mikolaycik proxy for Rachel Rose
Pat Mosteller
Donna Namdar
Desiree Payne

Guests:

Corinne Layton
Kevin Smith
Lee Thompson
Carol Wilkinson

1. CALL TO ORDER

A. February 7, 2018, Minutes

Desiree Payne corrected DSPPS 609D to DSPPS 605D
Motion to approve the minutes as amended
First: Pat Mosteller
Second: Lisa Carulli
Approved as amended

B. March 7, 2018, Meeting Agenda

Payne pulled guidelines from New Business Agenda Item B.
Motion to approve the agenda as amended
First: Richard Gholson
Second: Jan Forstrom
Approved as amended

2. OLD BUSINESS

A. Chair Election Process- Donna Namdar reported the Academic Senate does not have historical information concerning the rationale for the committee's election process. Namdar advised the election process was most likely established to provide the chair elect time to shadow the current chair.

3. NEW BUSINESS

- A. Strategic Plan Update- Namdar reported annual Strategic Plan goals are due April 1. The committee discussed its goals. A subcommittee was formed to complete the documentation. Discussion tabled until the next meeting.
- B. Revised Curriculum Flow Chart- Payne reviewed the flow chart for revised curriculum. Namdar noted "Deans" replaces "Program Deans" to ensure all the deans receive curriculum approval notifications. The New Curriculum flow chart will be updated to reflect "Deans."

Motion to approve the flow chart

First: Kathy Campbell

Second: John Bromma

Approved

- C. Curriculum Update- Namdar reviewed the amount of curriculum approved by the committee from Fall 2016 to present.

4. COURSE ACTIONS

- A. New Course Approval Requests
No items.

- B. Course/Catalog Change Requests- Revised Course Outlines

- 1) CRTW 537 WRITER'S WORKSHOP-OA
MUSN 519 ORCHESTRA WORKSHOP-OA
Pat Mosteller provided an overview of the revisions.

Motion to approve CRTW 537 and MUSN 519

First: Jan Forstrom

Second: Laurie Mikolaycik

Approved

- 2) ESLA 436 ADV LOW 6
ESLA 437 ADV HIGH 7
ADVANCED ENGLISH AS A SECOND LANGUAGE PROGRAM
Jan Forstrom and Corinne Layton reviewed the revisions. Discussion occurred regarding minor versus major revisions.

Motion to approve ESLA 436, ESLA 437, and the Advanced English as a Second Language Program

First: John Bromma

Second: David Holden

Approved

- 3) HSDP 448 GED PREPARATION
HSDP 451 GED MATHEMATICS
David Holden provided an overview of the revisions. The committee discussed the course goals and content.

Motion to approve HSDP 448 and HSDP 451 pending the course goals are re-written in non-measurable language.

First: Laurie Mikolaycik

Second: Donna Namdar

Approved

C. New Program Requests

No Items

D. Program Revision Requests

See agenda item 4.B.2

E. Walk-Ins

No items

5. INFORMATION ITEMS/STANDING REPORTS DISCUSSED

A. CIC Report- Namdar reported adding the SDCE Curriculum Analyst as a standing member of the District CIC Catalog subcommittee was discussed.

6. ROUNDTABLE/COMMENTS/ ANNOUNCEMENTS:

Michelle Fischthal reported she has requested a list of proposed curriculum from the program deans.

Adjourned at 4:20 p.m.

Minutes transcribed by Desiree Payne