

CURRICULUM COMMITTEE MINUTES

Wednesday, April 3, 2019

ECC, Room 181, 2:30 to 4:30

IN ATTENDANCE: Lisa Carulli (Counseling), Richard Gholson – Committee Chair (BIT), David Holden (Basic Skills/HS), Veleka Iwuaba (Basic Skills/HS), Joan McKenna (Hospitality and Consumer Science), Pat Mosteller (Emeritus), Bob Pyle (Career Tech Ed), Rachel Rose (Parent Education/Child Development); Nonna Sadoudi (ESL)

GUESTS: None

ABSENT: John Bromma (DSPS), Kathy Campbell (Health Care Careers), Cassondra Caesar (Counseling), Desiree Payne (Curriculum Analyst)

RECORDER: Richard Gholson

1. CALL TO ORDER

- A. Approval of the March 6, 2019, Meeting Minutes
 - 1. Motion: Bob Pyle; Second: David Holden
 - 2. Action: Approved
- B. Approval of the Agenda for April 3, 2019, Meeting
 - 1. Motion: Pat Mosteller; Second: Veleka Iwuaba
 - 2. Action: Approved

2. OLD BUSINESS

No items

3. NEW BUSINESS

No items

4. CURRICULUM REVIEW/APPROVAL REQUESTS (ACTION ITEMS)

No items

5. COLLEGE CURRICULUM-FYI

- A. City
- B. Mesa
- C. Miramar
 - 1. Discussion: Pat Mosteller inquired if the college curriculum being presented is prior to District CIC approval and if not if notifications can be received prior to District CIC approval. Richard Gholson advised the colleges' CRCs provide their agendas in advance of District CIC approval, Desiree Payne analyzes the curriculum to as they pertain to CE and articulation. The relevant Instructional Deans are notified. Gholson noted Payne has recently been absorbed in PeopleSoft Campus Solutions training which has limited the amount of time she is available to monitor these types of items.
 - 2. Discussion: VPI Michelle Fischthal discussed the difficulty of delaying approvals at District CIC and how walk-ins contribute to the difficulty (specifically referencing new computer courses that were walked-in in December). Fischthal noted two of the colleges have new



VPIs and she is in discussions with them. Gholson stressed the importance of CE and college relationships between the deans and instructors.

3. Discussion: Gholson noted the ELAC revision for Distance ED at Miramar.

4. Action: Nonna Sadoudi will check with ESL Dean to see if they were aware of the ELAC revision and will report back to Gholson and Payne.

5. Action: Gholson will verify with Payne regarding the College Curriculum report.

6. **STANDING REPORTS**

A. District Curriculum Instructional Council Report (Gholson)

No report

A. District Policies and Procedures Subcommittee (Caesar)

No report

B. Curriculum Update (Payne)

No report

7. **ROUNDTABLE DISCUSSION**

A. New or Revised CE Curriculum: Veleka Iwuaba inquired on the status of the new Career & College Readiness course outline. VPI Fischthal indicated the delay was due to the need to confirm support from San Diego Unified. Fischthal to follow up with San Diego Unified point of contact.

B. Curriculum Review Process: David Holden advised it is beneficial to receive the meeting documents in advance. Rachel Rose advised she liked the ability to take the time to review the documents. Mosteller asked that the review guide is provided along with the meeting documents. Holden requested the approval timeline also be included. Rose noted that Payne did a great job organizing the forms on the web and suggested the committee members utilize the web to access additional forms. Richard displayed the web page.

C. Action: The webpage link (<http://www.sdce.edu/organization/faculty-staff-resources>) will be included in all communications to committee.

8. **ADJOURNMENT**

Motion: Pat Mosteller; Second: Veleka Iwuaba

Action: Meeting adjourned at 3:15 p.m.