Curriculum Committee Agenda Minutes

Wednesday, May 1, 2024

César E. Chávez Campus, 1901 Main Street, Room 102E, San Diego, CA 92113

Zoom link (for remote attendees): https://sdccd-edu.zoom.us/j/88181212685

Remote conferencing locations:
MiraCosta College, One Barnard Dr, Room T220, Oceanside CA 92056
César E. Chávez Campus, 1901 Main Street, Room 107, San Diego, CA 92113
CE Mesa College Campus, 7350 Armstrong Place, Rooms 101F and 101K, San Diego, CA 92110
ECC, 4343 Ocean View Blvd., Room 122, San Diego, CA 92113
Mid-City Campus, 3792 Fairmount Ave., Rooms 122 and 318, San Diego, CA 92105
North City Campus, 8355 Aero Dr., Room 115J, San Diego, CA 92123
West City Campus, 3249 Fordham St., Rooms 123 and 212, San Diego, CA 92110

IN ATTENDANCE:
Automotive: Robert Jackson
Business & Accounting: Aaron Iffland
Child Development: Lee Thompson
Clothing & Textiles: Shirley Pierson
Counseling: Joyce Almario-Greno
Digital Media & Programming: Zak Ruvalcaba
Emeritus: Claudia Tornsäufer
English as a Second Language: Carolyn McGavock
Healthcare: Kenny Parker
High School Diploma/High School Equivalency and Basic Skills: Leah Gualtieri
Information Technology: Richard Gholson, Committee Chair
Skilled and Technical Trades: Pete Phounsavath
SDCCE Instructional Services: Minou Spradley, Vice President of Instruction
SDCCE Instructional Services: Patricia Gil, Curriculum Analyst

GUEST:
Matthew Rivaldi, Faculty, Business and Accounting

ABSENT:
DSPS: Kim Salerno
Hospitality and Culinary Arts: Megan Leppert

1. **CALL TO ORDER 2:33 p.m.**

    A. Approval of the agenda for May 1, 2024, meeting
        1. Motion by Parker
        2. Second by Phounsavath
        3. Final Resolution: Motion carries. Approved as amended.

San Diego College of Continuing Education

Mission Statement: San Diego College of Continuing Education commits to student success and community enrichment by providing tuition-free, accessible, equitable, and innovative quality education and support services to diverse learners in pursuit of lifelong learning, training, career advancement, and pathways to credit college.

    4. Approve: Almario-Greno, Gholson, Iffland, Jackson, McGavock, Pierson, Ruvalcaba, Spradley, Thompson, Tornsäufer

B. Approval of the April 3, 2024, meeting minutes
1. Motion by Gualtieri
2. Second by Lee
3. Final Resolution: Motion carries. Approved as presented.
4. Approve: Almario-Greno, Gholson, Iffland, Jackson, McGavock, Parker, Phounsavath, Pierson, Ruvalcaba, Spradley, Thompson, Tornsäufer

2. CURRICULUM REVIEW/APPROVAL REQUESTS

A. New Course(s)
1. BUSN 650
2. BUSN 651
3. COMP 648
4. COMP 649
5. COMP 666
6. COMP 667
7. COMP 673
8. COMP 675
9. COMP 677
10. COMP 695
11. ESLA 449
12. MECT 433
13. MECT 434
14. MECT 695

B. Course Revision(s)
1. ARTS 507
2. COMP 690
3. MUSV 510
4. PASV 510
5. PASV 531

C. Course Deactivation(s)
1. ABED 416
2. ABED 418
3. ABED 420
4. ABED 425
5. ABED 426
6. BIOL 540
7. ELRN 439
8. HSDP 400
9. HSDP 412
10. HSDP 502
11. HSDP 503
12. INDT 401
13. INTD 505

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14. MECT 405
15. PHYE 500
16. PHYN 510
17. PRTG 540

D. New Certificate Program(s)
   1. Artificial Intelligence for Business
   2. Cloud Solutions AWS-Specialty Security
   3. Cloud Solutions AWS-Specialty Machine Learning
   4. English as a Second Language Beginning Listening and Speaking
   5. Intro to Software Development
   6. Programming with JavaScript
   7. Textile Entrepreneur; pulled

E. Certificate Program Revision(s)
   1. Full-Stack Web Developer

F. Certificate Program Deactivation(s)
   1. Web Specialist, Certificate of Completion

G. Motion by Iffland
H. Second by Pierson
I. Final Resolution: Motion carries. Approved as amended.
J. Approve: Almario-Greno, Gholson, Jackson, McGavock, Parker, Phounsavath, Ruvalcaba, Spradley, Thompson, Tornsäufer

K. Distance Education Addenda
   1. ARTS 507
   2. BUSN 650
   3. BUSN 651
   4. COMP 648
   5. COMP 649
   6. COMP 666
   7. COMP 667
   8. COMP 673
   9. COMP 675
   10. COMP 677
   11. COMP 690
   12. COMP 695
   13. ESLA 449
   14. INTD 695; pulled
   15. MECT 433
   16. MECT 434
   17. MECT 695
   18. MUSV 510
   19. PASV 510
   20. PASV 531

L. Motion by Pierson
M. Second by Spradley
N. Final Resolution: Motion carries. Approved as amended.

SAN DIEGO COLLEGE OF
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O. Approve: Almario-Greno, Gholson, Iffland, Jackson, McGavock, Parker, Phounsavath, Ruvalcaba, Thompson, Tornsäufer

Approved for Distance education; DE addendum form submitted.

3. OLD BUSINESS

A. June Curriculum Committee Virtual Vote (06/05/2024)
   1. Revisions only

4. NEW BUSINESS

A. Work Experience Subject Indicator
   1. In the future, the committee will need to decide on a work experience subject indicator for noncredit.
   2. If shared curriculum with the credit colleges moves forward, then the subject indicator will most likely be WORK.
   3. A new subject indicator is not difficult to approve in the curriculum process, but configuring in Campus Solutions is complicated.
B. Curriculum Committee Chair vote
   1. The role is a two-year commitment voted on by the members. The chair serves as faculty representative to the District Curriculum Instructional Council (CIC), which meets every two weeks; attends the Academic Senate Executive Committee and general meetings as a non-voting, consultative member; provides curriculum review and consultation; and reviews curriculum from the curriculum review committees at the other colleges. Release time for this position is 0.3 FTEF.
   2. The committee unanimously voted and appointed Richard Gholson as the 2024-2026 Curriculum Committee Chair.
      a. Iffland reported the Curriculum Committee determined the process of appointing the Curriculum Committee Chair using two sources: Academic Senate Handbook and Shared Governance Handbook.
C. Noncredit Curriculum Institute
   1. Gholson and Spradley will be presenting at the Noncredit Curriculum Institute held on May 2-3, 2024.
   2. Gholson shared presentation of Credit for Prior Learning (CPL) and Credit by Exam (CBE).
      a. Focused on Title 5, Section 55050 Credit by Exam; Noncredit students can complete noncredit courses for college credit.
         I. SDCCE has several CBE agreements with the District's credit colleges; The District's credit colleges have CBE agreements with several SDCCE programs (e.g., Automotive, Digital Media and Programming, Healthcare, Clothing and Textiles, Culinary Arts…).
      b. Credit for Prior Learning—SDCCE would like reciprocity between credit and noncredit courses.
         I. Students completing credit courses and receiving noncredit credit (i.e. medical terminology courses offered at credit colleges).
D. 2024-2025 Curriculum Committee meeting schedule
   1. Curriculum Committee members

2. Discussion:
    a. Reviewed meeting schedule
    b. The first Curriculum Committee meeting will be Wednesday, September 4, and the first meeting of the new year will be on Wednesday, January 8, 2025.
    c. The deadlines for curriculum proposals to be considered for upcoming curriculum meetings are the Friday after each Curriculum Committee meeting.
    d. Meeting modality will remain the same.
3. Motion by Gholson
4. Second by Gualtieri
5. Final Resolution: Motion carries. Approved as presented.
6. Approve: Almario-Greno, Iffland, Jackson, McGavock, Parker, Phounsavath, Pierson, Ruvalcaba, Spradley, Thompson, Tornsäufer

E. 2024-2025 Essential Dates
    1. Review of dates
    2. When we return in fall, the committee will begin curriculum proposals for fall 2026

F. Requested discussion of COMP 666 and COMP 667
    1. Discussion: Gholson requested discussion to review updates to course outline of record (COR); Originally, COR reflected identical goals for COMP 666 and COMP 667. Ruvalcaba proposed and presented to the committee updated goals for COMP 667.
    2. Motion by Gholson
    3. Second by Parker
    4. Final Resolution: Motion carries. Approved as amended.
    5. Approve: Almario-Greno, Iffland, Jackson, McGavock, Phounsavath, Pierson, Ruvalcaba, Spradley, Thompson, Tornsäufer

G. Requested discussion of COMP 695 and MECT 695
    1. Discussion: Spradley requested discussion of the proposed work experience courses.
        a. To move the proposed work experience courses forward, the courses need to be discipline specific to noncredit and not shared with the credit colleges.
        b. The four curriculum chairs have discussed possibly offering noncredit work experience courses with subject areas offered at the credit colleges and not at SDCCE.
        c. Discussion will be necessary if the noncredit work experience courses are offered at the credit colleges—regarding ownership of the courses.
        d. Issues may arise if noncredit faculty teach a credit course due to minimum qualifications. Very discipline specific and minimum qualifications will determine if work experience can move forward.
        e. Opportunity for SDCCE students to use work experience courses for credit by exam; if students complete work experience classes at SDCCE then it can potentially be used for credit at the credit colleges.
    2. Motion by Spradley
    3. Second by Gualtieri
    4. Final Resolution: Motion carries. Approved as amended.
    5. Approve: Almario-Greno, Gholson, Iffland, Jackson, McGavock, Parker, Phounsavath, Pierson, Ruvalcaba, Thompson, Tornsäufer

5. **CREDIT COLLEGE CURRICULUM- FYI**

6. **STANDING REPORTS**

    A. District Curriculum Instruction Council Report (Gholson)
    B. DEI in Curriculum (Gholson)
    C. District CurricUNET/currIQunet META Steering Subcommittee (Gholson)
        1. Fall 2024 is the target date for using META; however, it may be extended since there are on-going issues with META.
        2. Working with the District to provide Curriculum Committee access to META.
        3. Gholson will be working with META during the summer.
    D. District Policies and Procedures (Gholson)
        1. Policies and Procedures for Instructional Services will be moving forward to the Curriculum Committee for review.
    E. Curriculum Update (Committee Members)
        1. Shared 2023-2024 Curriculum Actions (new, revised, deactivated programs and courses) presented to committee members.

7. **ROUNDTABLE/COMMENTS/ANNOUNCEMENTS**

    A. Deadline for curriculum to be considered for the September 2024 Curriculum Committee meeting: Friday, May 17, 2024.
    B. The next committee meeting will be held on Wednesday, September 11, 2024. Location: TBD
        1. Correction made to committee meeting date—Wednesday, September 4, 2024.

8. **ADJOURNMENT**

    A. Motion to adjourn.
        1. Motion by Phounsavath
        2. Second by Gualtieri
        3. Final Resolution: Meeting adjourned at 4:20 p.m.
        4. Approve: Almario-Greno, Gholson, Iffland, Jackson, McGavock, Parker, Pierson, Ruvalcaba, Spradley, Thompson, Tornsäufer