

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

IN ATTENDANCE

Kathy Campbell
Michelle Fischthal
Jan Forstrom
Richard Gholson
David Holden
Pat Mosteller
Donna Namdar
Desiree Payne
Rachel Rose

Guest:
Nonna Sadoudi

1. CALL TO ORDER

- A. April 4, 2018, Meeting Minutes
Motion to approve the minutes
First: Richard Gholson; Second: David Holden
Approved
- B. May 2, 2018, Meeting Agenda
Motion to approve the agenda
First: Kathy Campbell; Second: Jan Forstrom
Approved

2. OLD BUSINESS

- A. Course Outline Guidelines and Template
Jan Forstrom discussed the committee's strategic plan goals and review cycle for curriculum guidelines and templates. The committee agreed to establish the best practice of reviewing curriculum resource documents during the first committee meeting of each academic year.

3. NEW BUSINESS

- A. 2018-2019 Committee Meeting Dates
The committee meeting dates calendar was reviewed. Donna Namdar noted meeting agenda deadlines have been added the document.
- B. Course Revision Guidelines
Desiree Payne reviewed the Guidelines to Noncredit Course Revisions document. Committee members recommended additional language. Payne will update the document and post where appropriate.

4. COURSE ACTIONS

A. New Course Approval Requests

1) DSPS 630D Self-Advocacy

The committee reviewed the course outline. Minor edits were made. Clarification was requested to a method of evaluation. Payne will seek clarification from the proposal originating faculty member and the outline will be updated as necessary.

Motion to approve the DSPS 630D as amended

First: Jan Forstrom; Second: Richard Gholson

Approved as amended

B. Course/Catalog Change Requests- Revised Course Outline

1) ARTX 548 Introductory Ceramics- OA

Pat Mosteller provided an overview of the revised outline. Minor edits were made.

Motion to approve ARTX 548 as amended

First: Rachel Rose; Second: David Holden

C. New Program Requests

No items

D. Program Revision Requests

No items

E. Walk-Ins

No items

5. INFORMATION ITEMS/STANDING REPORTS

A. Curriculum Instructional Council (CIC) Report - Donna Namdar reported the Cybersecurity programs were approved. Namdar reported CE faculty member representation at CIC was discussed. Namdar advised the committee may want to explore the idea of updating its committee name to align with the colleges' curriculum committee name, Curriculum Review Committee. Michelle Fischthal noted participatory governance review will occur in 2018-2019.

Motion to change the committee's name to SDCE Curriculum Review Committee during the upcoming participatory governance review, adhering to the appropriate governance process(es).

First: Rachel Rose; Second: Richard Gholson

Approved

Namdar reported two DSPS courses and the ESL Pronunciation courses and program were approved at the last CIC meeting. Namdar advised the May 10 [2018] will be the last CIC meeting of the [2017-2018] academic year.

6. ROUNDTABLE/COMMENTS/ANNOUNCEMENTS

Adjourned at 3:37 p.m.