

SAN DIEGO CONTINUING EDUCATION CURRICULUM COMMITTEE  
MINUTES

June 17, 2015  
ECC, Room 182, 2:00 p.m.

Members present: Holly Rodriguez, Vicki Maheu, Marie Doerner, Jan Forstrom, Laura Burgess; Michelle Fischthal represented Brian Ellison.

Members not present but voting absentee:

Guests: Matthew Rivaldi, Duane Rinehas, Michelle Fischthal

1. CALL TO ORDER

Jan Forstrom substituted for Chairperson Donna Namdar and called the meeting to order at 1:49.

The June 17, 2015 minutes were approved with revisions to names. Marie Doerner moved to approve. Holly Rodriguez seconded the motion.

The agenda for June 17, 2015 Curriculum Committee meeting was approved. Holly Rodriguez moved to approve. Marie Doerner seconded the motion.

2. OLD BUSINESS

There was no old business

3. NEW BUSINESS

Laura Burgess led a discussion on Curriculum Committee meeting dates for 2015-2016. The members agreed to the following dates: September 16, October 7, November 4, December 2, January 13, February 17, March 2, April 6, May 4, June 1.

4. COURSE ACTIONS

Note: Agenda items a. and c. were reviewed and voted on in tandem.

a. NEW COURSE APPROVAL REQUESTS and c. NEW PROGRAM REQUESTS

<b>Small Business Growth Program</b>	<b>APPROVED</b>
<b>632 Small Business Skills</b>	<b>APPROVED</b>
<b>633 Small Business Sales</b>	<b>APPROVED</b>
<b>634 Small Business Marketing</b>	<b>APPROVED</b>

With minor suggested revision to course description, Holly Rodriquez made the motion to approve the new program and all three new courses. Marie Doerner seconded the motion.

b. REVISED COURSE OUTLINE REQUESTS

There were no revised course outline requests.

c. NEW PROGRAM REQUESTS – in addition to new program request listed with a. above the following new program was presented.

**Desktop Technician Program**

**APPROVED**

Holly Rodriquez made the motion to approve. Marie Doerner seconded the motion.

d. PROGRAM REVISION REQUESTS –

**Administrative Assistant Program**

**APPROVED**

Marie Doerner moved to approve; Holly Rodriquez seconded the motion.

**Network Security Specialist Program**

**APPROVED**

Marie Doerner moved to approve; Holly Rodriquez seconded the motion.

e. WALK-INS - There were no walk-ins.

5. INFORMATION ITEMS/STANDING REPORTS - Michelle Fischthal reported that the courses/programs previously approved at CIC were also approved by the SDCCD board.

6. ROUNDTABLE/COMMENTS/ANNOUNCEMENTS – There was no discussion.

7. ADJOURNMENT

Jan Forstrom adjourned the meeting at 2:21