San Diego City College
Minutes of the 09/10/14 Curriculum Review Committee Meeting

Members Present: Barnes, Boots, Carr, Chambers, Cheung, Covalt, Hong, Inthisane, Kostlan, Norvell, Pruitt, Shelton, Taylor, Vizcarra
Members Absent: Erreca, Newell, Pelletier, Rivera
Guests Present: Not applicable

The meeting was called to order at: 2:10 pm

I. Agenda —was reviewed and approved with the addition of Catalog Updates to the Announcements (Monaco/Vizcarra)

II. Minutes —From 5/21/2014, Curriculum Review Committee meeting was reviewed and approved (Vizcarra/Boots)

III. Consent Agenda –
    CISC 210 System Analysis & Design (Miramar) – Course Deactivation was approved (Pruitt/Vizcarra)
    SPAN 216 Spanish for Spanish Speakers II (Miramar) – Course Deactivation was approved (Pruitt/Vizcarra)
    Mathematics Studies, Associate of Arts (Miramar) – Program Revision was approved (Pruitt/Vizcarra)
    Pre-Engineering Studies, Associate of Science (Miramar) – Program Revision was approved (Pruitt/Vizcarra)

IV. Updates and Announcements–

    • Articulation Report:
        None at this time
    
    • CIC and State Curriculum Updates:
        The committee reviewed the handouts provided by the Curriculum Instructional Council (Curriculum Approval Deadlines Spring 2015 – Spring 2016). The document allows for faculty to view the expected CIC Approval Deadlines for new course proposals to be approved to be able to be included in the following years catalog.
        The committee also reviewed the PowerPoint presentation from the State Chancellor’s Office (Curriculum Update from the Chancellor’s Office) as well as the corresponding email sent regarding stand-alone credit courses, C-ID review for ADT degrees (new radio button added to ADT), AND “p” (Pass) grade for ADTs errata.
        With the sunset date of January 1, 2014, community college districts are no longer delegated authority to approve and offer non-degree-applicable credit courses and degree-applicable credit courses (commonly known as “stand-alone” courses). Some of these stand-alone courses were assigned course control numbers to locally approved stand-alone course submissions until March 15, 2014. These approved stand-alone courses during the timeline after the sunset of amended California Education Code (CEC), section s70901 and 70902 up until March 15, 2014 will be subject to review by curriculum analysts at the Chancellor’s Office. Colleges will be notified if revisions are required in order for the courses to
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remain approved for inclusion of the college’s catalog. If the college does not receive a revision request by December 31, 2014, then the stand-alone courses submitted during January to March 2014 have been reviewed and approved.

- Assigning Courses to Discipline:

  Shelton shared that a meeting held on September 5, 2014 regarding the resolution submitted by Mesa College on the topic of assigning courses to discipline was very productive. There were discussions of modeling the process of assigning courses to disciplines after community colleges in the area, such as DeAnza. There will be more discussions needed within the subcommittee to finalize this process.

  Shelton explains the assigning of courses to a discipline is important as it affects the availability and opportunity of individuals qualified to teach a particular course. The Curriculum Review Committee (CRC) may give recommendations to originating/presenting faculty of the course proposal, but are not designated to delegate and monitor the assignment of courses to a discipline. More information will be provided soon after the subcommittee meets again.

- Catalog Committee Update:

  The Catalog Committee (subcommittee to CRC) is consisted of Vizcarra, Inthisane and Hani Hussein of Associate Student Government (ASG). The proposal of reorganizing the layout of San Diego City College (SDCC)’s current catalog was brought forward to the Academic Senate and was approved. The catalog will be arranged so that programs offered are listed in alphabetical order, with a snap-shot of all programs offered as the leading pages. The courses will follow in a separate section, also arranged in alphabetical order.

  Inthisane received an electronic copy of how the catalog will look and will send the copy to each Dean and Department Chair for review by mid-October for review and necessary edits. This will allow for faculty to include needed information for the printed 1st draft of the 2015 – 2016 catalog scheduled for review in February 2015. A printed copy of the 2015 – 2016 catalog is available to view at the E-building.

V. Agenda Items–

COURSES

CHIL 162 Observing and Guiding Child Behavior (Miramar) – Course Revision was approved with recommended edits to the Course Report and the Course Outline; City College’s faculty expert has also reviewed and recommends the approval (Vizcarra/Pruitt)

- Recommended Edits:
  
  - Course Report:
    - SECTION I, Proposed Start Semester: Change “151” to “154”
    - SECTION II, COURSE ANALYSIS DATA, Reason for Proposed Action: Include a statement for the additional advisory of ENGL 047A
  
  - Course Outline:
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- **SECTION II, 4. REQUIRED TEXTS AND SUPPLIES, TEXTBOOKS, #1: Update current ISBN to 13-digit without dashes number**

**CHIL 291A Child Development Center Practicum (Miramar) – Course Revision was approved with recommended edits to the Course Report and the Course Outline; however, there were concerns as to why this course does not require a prerequisite for an introductory CHIL lecture course prior to the practicum; City College’s faculty expert has also reviewed and recommends the approval (Vizcarra/Pruitt)**

  - **Recommended Edits:**
    - **Course Report:**
      - **SECTION I, Proposed Start Semester:** Change “151” to “154”
      - **SECTION II, COURSE ANALYSIS DATA, Reason for Proposed Action:** Include a statement for the additional advisory of ENGL 047A
    - **Course Outline:**
      - **SECTION II, 4. REQUIRED TEXTS AND SUPPLIES, TEXTBOOKS, #1: Update current ISBN to 13-digit without dashes number**

**CHIL 291B Child Development Center Practicum (Miramar) – Course Revision was approved with recommended edits to the Course Report and the Course Outline; however, there were concerns as to why this course does not require a prerequisite for an introductory CHIL lecture course prior to the practicum; City College’s faculty expert has also reviewed and recommends the approval (Vizcarra/Pruitt)**

  - **Recommended Edits:**
    - **Course Report:**
      - **SECTION I, Proposed Start Semester:** Change “151” to “154”
    - **Course Outline:**
      - **SECTION II, 4. REQUIRED TEXTS AND SUPPLIES, TEXTBOOKS, #1: Update current ISBN to 13-digit without dashes number**

**CHIL 291C Child Development Center Practicum (Miramar) – Course Revision was approved with recommended edits to the Course Report and the Course Outline; however, there were concerns as to why this course does not require a prerequisite for an introductory CHIL lecture course prior to the practicum; City College’s faculty expert has also reviewed and recommends the approval (Vizcarra/Pruitt)**

  - **Recommended Edits:**
    - **Course Report:**
      - **SECTION I, Proposed Start Semester:** Change “151” to “154”
    - **Course Outline:**
      - **SECTION II, 4. REQUIRED TEXTS AND SUPPLIES, TEXTBOOKS, #1: Update current ISBN to 13-digit without dashes number**

**CHIL 291D Child Development Center Practicum (Miramar) – Course Revision was approved with recommended edits to the Course Report and the Course Outline; however, there were concerns as to why this course does not require a prerequisite for an introductory CHIL lecture course prior to the practicum; City College’s faculty expert has also reviewed and recommends the approval (Vizcarra/Pruitt)**

  - **Recommended Edits:**
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- **Course Report:**
  - **SECTION I, Proposed Start Semester:** Change “151” to “154”

- **Course Outline:**
  - **SECTION II, 4. REQUIRED TEXTS AND SUPPLIES, TEXTBOOKS, #1:** Update current ISBN to 13-digit without dashes number

**COMS 180** Intercultural Communication (Miramar) – Course Revision was approved with recommended edits to the Course Report and the Course Outline (Vizcarra/Chambers)

- **Recommended Edits:**
  - **Course Report:**
    - **SECTION I, Proposed Start Semester:** Change “151” to “154” – unless the campus’s intentions are to update the course for CID purposes
    - **SECTION II, COURSE ANALYSIS DATA, Reason for Proposed Action:** Include a statement for the additional advisory of ENGL 047A

- **Course Outline:**
  - **SECTION II, 4. REQUIRED TEXTS AND SUPPLIES, TEXTBOOKS:** Update current ISBN to 13-digit without dashes number

**ENGE 050A** Introduction to Robotics Team Project Design (City) – Course Revision was approved with recommended edits to the Course Report (Monaco/Boots)

**NOTES:** The purpose of the series of ENGE 050A – ENGE 050F is to provide students with the opportunity to participate in a 2 year design, construction and deployment of a robotic submarine used in the International Autonomous Underwater Vehicle (AUVSI) contest. San Diego City College (SDCC) is the only community college in the region who is participating in such a competition. At the inception of City College’s ENGE team 8 years ago, the original courses were proposed and very generic. About 6 years ago, Pruitt has created the concept of providing a 1 year of 3-semesters enrollment to be able to participate in these competitions. The course (ENGE 050) was repeatable at the time. Unfortunately, with the 2013 Board of Governors of the California Community College’s Revisions to Title 5 Regulations: Course Repeatability, the course can no longer be offered with a repeatability option. The course is now broken into ENGE 050A, ENGE 050B and ENGE 050C, being the first year of 3 semesters focuses on the designing, construction, and testing and deployment aspects of robotics. ENGE 050D, ENGE 050E and ENGE 050F are courses offered to returning students, where students focus on honing the skills of leadership to teach, lead and supervise incoming first year students. From previous competitions, students involved are often offered employment opportunities and scholarships. There is a plan to include these courses in a Certificate of Performance, and construction of this certificate is underway. In addition to the opportunities available to SDCC students, the college is also recognized by the Mayor of San Diego with the Mayor Cup Award. Also, there is a possibility of expanding the robotic design concept to the K-12 education sector. A meeting with the Office of Education is forthcoming.

- **Recommended Edits:**
  - **Course Report:**
    - **SECTION II, COURSE ANALYSIS DATA, Reason for Proposed Action:** Include a statement that identifies the course will be a requirement for the Certificate of Performance and the need for this course as it has had success stories
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- SECTION IV, COURSE DATA ADMINISTRATIVE ELEMENTS, TOP Code: Need to change TOP Code to identify this is a CTE course

ENGE 050B Introduction to Robotics Team Project Construction (City) – Course Revision was approved with recommended edits to the Course Report (Monaco/Boots)

NOTES: See notes for ENGE 050A
- Recommended Edits:
  o Course Report:
    - SECTION II, COURSE ANALYSIS DATA, Reason for Proposed Action: Include a statement that identifies the course will be a requirement for the Certificate of Performance and the need for this course as it has had success stories
    - SECTION IV, COURSE DATA ADMINISTRATIVE ELEMENTS, TOP Code: Need to change TOP Code to identify this is a CTE course
    - SECTION IV, COURSE DATA ADMINISTRATIVE ELEMENTS, SAM Code: Need to change SAM Code to identify this is “C – Clearly Occupational”

ENGE 050C Introduction to Robotics Team Project Testing and Deployment (City) – Course Revision was approved with recommended edits to the Course Report (Monaco/Boots)

NOTES: See notes for ENGE 050A
- Recommended Edits:
  o Course Report:
    - SECTION II, COURSE ANALYSIS DATA, Reason for Proposed Action: Include a statement that identifies the course will be a requirement for the Certificate of Performance and the need for this course as it has had success stories
    - SECTION IV, COURSE DATA ADMINISTRATIVE ELEMENTS, TOP Code: Need to change TOP Code to identify this is a CTE course
    - SECTION IV, COURSE DATA ADMINISTRATIVE ELEMENTS, SAM Code: Need to change SAM Code to identify this is “C – Clearly Occupational”

ENGE 050D Advanced Robotics Team Project Design (City) – New Course was approved with recommended edits to the Course Report (Monaco/Boots)

NOTES: See notes for ENGE 050A. The lack of a prerequisite is necessary as the students enrolled in the second year of robotics may be students new to San Diego City College (SDCC) and are coming from the industry and may have met the requirements of completing the first year of robotics.
- Recommended Edits:
  o Course Report:
    - SECTION II, COURSE ANALYSIS DATA, Reason for Proposed Action: Include a statement that identifies the course will be a requirement for the Certificate of Performance and the need for this course as it has had success stories
    - SECTION IV, COURSE DATA ADMINISTRATIVE ELEMENTS, TOP Code: Need to change TOP Code to identify this is a CTE course
    - SECTION IV, COURSE DATA ADMINISTRATIVE ELEMENTS, SAM Code: Need to change SAM Code to identify this is “C – Clearly Occupational”
ENGE 050E Advanced Robotics Team Project Construction (City) – New Course was approved with recommended edits to the Course Report (Monaco/Boots)

NOTES: See notes for ENGE 050D.

- **Recommended Edits:**
  - **Course Report:**
    - **SECTION II, COURSE ANALYSIS DATA,** Reason for Proposed Action: Include a statement that identifies the course will be a requirement for the Certificate of Performance and the need for this course as it has had success stories
    - **SECTION IV, COURSE DATA ADMINISTRATIVE ELEMENTS,** TOP Code: Need to change TOP Code to identify this is a CTE course
    - **SECTION IV, COURSE DATA ADMINISTRATIVE ELEMENTS,** SAM Code: Need to change SAM Code to identify this is “C – Clearly Occupational”

ENGE 050F Advanced Robotics Team Project Testing and Deployment (City) – New Course was approved with recommended edits to the Course Report (Monaco/Boots)

NOTES: See notes for ENGE 050D

- **Recommended Edits:**
  - **Course Report:**
    - **SECTION II, COURSE ANALYSIS DATA,** Reason for Proposed Action: Include a statement that identifies the course will be a requirement for the Certificate of Performance and the need for this course as it has had success stories
    - **SECTION IV, COURSE DATA ADMINISTRATIVE ELEMENTS,** TOP Code: Need to change TOP Code to identify this is a CTE course
    - **SECTION IV, COURSE DATA ADMINISTRATIVE ELEMENTS,** SAM Code: Need to change SAM Code to identify this is “C – Clearly Occupational”

MATH 038 Pre-Algebra and Study Skills (Miramar) – Course Revision was approved with recommended edits to the Course Report and the Course Outline (Norvell/Vizcarra)

- **Recommended Edits:**
  - **Course Report:**
    - **SECTION I, Proposed Start Semester:** Change “151” to “154”
  - **Course Outline:**
    - **SECTION II, 4. REQUIRED TEXTS AND SUPPLIES, TEXTBOOKS:** Update current ISBN to 13-digit without dashes number

MATH 046 Elementary Algebra and Geometry (Miramar) – Course Revision was approved with recommended edits to the Course Report and the Course Outline (Norvell/Vizcarra)

- **Recommended Edits:**
  - **Course Report:**
    - **SECTION I, Proposed Start Semester:** Change “151” to “154”
  - **Course Outline:**
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- **SECTION II, 4. REQUIRED TEXTS AND SUPPLIES, TEXTBOOKS:** Update current ISBN to 13-digit without dashes number

**REAL 105** Legal Aspects of Real Estate I (Miramar) – Course Revision was approved with recommended edits to the Course Report and the Course Outline; pending faculty expert review (Norvell/Vizcarra)
  - **Recommended Edits:**
    - **Course Report:**
      - SECTION I, Proposed Start Semester: Change “151” to “154”
      - SECTION II, COURSE ANALYSIS DATA, Reason for Proposed Action: Include a statement for the additional advisory of ENGL 047A
    - **Course Outline:**
      - SECTION II, 4. REQUIRED TEXTS AND SUPPLIES, TEXTBOOKS: Update current ISBN to 13-digit without dashes number

**REAL 110** Principles of Real Estate Appraisal I (Miramar) – Course Revision was approved with recommended edits to the Course Report and the Course Outline; pending faculty expert review (Norvell/Vizcarra)
  - **Recommended Edits:**
    - **Course Report:**
      - SECTION I, Proposed Start Semester: Change “151” to “154”
      - SECTION II, COURSE ANALYSIS DATA, Reason for Proposed Action: Include a statement for the addition of advisories
    - **Course Outline:**
      - SECTION II, 4. REQUIRED TEXTS AND SUPPLIES, TEXTBOOKS: Update current ISBN to 13-digit without dashes number

**REAL 120** Real Estate Practice (Miramar) – Course Revision was approved with recommended edits to the Course Report and the Course Outline; pending faculty expert review (Norvell/Vizcarra)
  - **Recommended Edits:**
    - **Course Report:**
      - SECTION I, Proposed Start Semester: Change “151” to “154”
      - SECTION II, COURSE ANALYSIS DATA, Reason for Proposed Action: Include a statement for the addition of advisories
    - **Course Outline:**
      - SECTION II, 4. REQUIRED TEXTS AND SUPPLIES, TEXTBOOKS: Update current ISBN to 13-digit without dashes number

**REAL 125** Legal Aspects of Real Estate I (Miramar) – Course Revision was approved with recommended edits to the Course Report and the Course Outline; pending faculty expert review (Norvell/Vizcarra)
  - **Recommended Edits:**
    - **Course Report:**
      - SECTION I, Proposed Start Semester: Change “151” to “154”
      - SECTION II, COURSE ANALYSIS DATA, Reason for Proposed Action: Include a statement for the addition of advisories
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- **Course Outline:**
  - **SECTION II, 4. REQUIRED TEXTS AND SUPPLIES, TEXTBOOKS:** Update current ISBN to 13-digit without dashes number

**REAL 151** Real Estate Computer Apps (Miramar) – Course Revision was approved with recommended edits to the Course Report and the Course Outline; pending faculty expert review (Norvell/Vizcarra)

  - **Recommended Edits:**
    - **Course Report:**
      - **SECTION I, Proposed Start Semester:** Change “151” to “154”
      - **SECTION II, COURSE ANALYSIS DATA, Reason for Proposed Action:** Include a statement for the addition of advisories
    - **Course Outline:**
      - **SECTION II, 4. REQUIRED TEXTS AND SUPPLIES, TEXTBOOKS:** Update current ISBN to 13-digit without dashes number

**PROGRAMS**

Not applicable

VI. The meeting was adjourned at: 3:45 pm.

Rev: 09/11/14, 09/15/14