San Diego City College  
Minutes of the 10/22/14 Curriculum Review Committee Meeting  

Members Present: Barnes, Boots, Carr, Chambers, Cheung, Covalt, Hong, Inthisane, Kostlan, Monaco, Norvell, Pruitt, Rivera, Shelton, Taylor, Vizcarra  
Members Absent: Erreca, Pelletier  
Guests Present: Castaneda, Davalos, Koenig, McGray, Savarese, Wilson  

The meeting was called to order at: 2:01 pm  

I. Agenda – was reviewed and approved (Hong/Norvell)  

II. Minutes – From 10/08/2014, Curriculum Review Committee meeting was reviewed and approved with edits to Updates and Announcements, Academic Senate approval (Norvell/Hong)  

III. Consent Agenda –  
EXSC 228A  Intercollegiate Sand Volleyball I (Miramar) – Course Revision approved (Hong/Norvell)  
FILI 101  First Course in Filipino (Miramar) – Course Revision approved (Hong/Norvell)  
FILI 102  Second Course in Filipino (Miramar) – Course Revision approved (Hong/Norvell)  
FILI 201  Third Course in Filipino (Miramar) – Course Revision approved (Hong/Norvell)  
MATH 041  Math Study Skills (Miramar) – Course Deactivation approved (Hong/Norvell)  
Architecture, Certificate of Achievement (Mesa) – Program Deactivation approved (Hong/Norvell)  
Architecture, Certificate of Performance (Mesa) – Program Deactivation approved (Hong/Norvell)  
Architecture Survey, Certificate of Achievement (Mesa) – Program Deactivation approved (Hong/Norvell)  
Architecture Survey, Associate of Science (Mesa) – Program Deactivation approved (Hong/Norvell)  
Architecture Technician, Certificate of Achievement (Mesa) – Program Deactivation approved (Hong/Norvell)  
Architecture Technician, Certificate of Performance (Mesa) – Program Deactivation approved (Hong/Norvell)  
Computer Aided Drafting, Certificate of Achievement (Mesa) – Program Deactivation approved (Hong/Norvell)  
Construction Management, Certificate of Achievement (Mesa) – Program Deactivation approved (Hong/Norvell)  
Dramatic Arts, Associate of Arts (Mesa) – Program Revision approved (Hong/Norvell)  
Garden Design, Certificate of Performance (Mesa) – Program Deactivation approved (Hong/Norvell)  
Landscape Architecture, Certificate of Achievement (Mesa) – Program Deactivation approved (Hong/Norvell)  
Landscape Architecture Technician, Certificate of Achievement (Mesa) – Program Deactivation approved (Hong/Norvell)  
Landscape Architecture, Certificate of Performance (Mesa) – Program Deactivation approved (Hong/Norvell)  
Woodbury University Track, Certificate of Performance (Mesa) – Program Deactivation approved (Hong/Norvell)  

IV. Updates and Announcements–  

- Upcoming events/meetings:  
  
  Area D meeting (pre-Planery meeting) is scheduled for October 25th.  
  
  Academic Senate for California Community Colleges Plenary Session is scheduled for November 13-15 in Irvine.  

- Report from Curriculum Regional meeting in Riverside, CA:  

Shelton reports the conference was beneficial. Links from the conference will be sent to the committee via email. The general information from the State Chancellor’s Office is that they are short staff, and trying to get processes streamlined. There new items in the new year regarding adult education, non-credit courses funding structure, and distance education among many other that will be included in the email.

Discussions were made with regards to distance education courses offered for general education (GE) courses. The accreditation may be looking at “regular effective instructor initiated contact” during their visits. Rubrics to holding online courses may be available at the Online Education Initiative’s Distance Education Summit on Friday, October 24th in North City Center.

- CIC and State Curriculum Updates:

  CIC Business Item: Waivers for major requirements – Previously, the City College Academic Senate approved of returning to the “old” practice with waivers for major requirements while a procedure is being drawn up and finalized. City College Curriculum Review Committee (CRC) motioned to approve this item at the CRC meeting held on October 8th.

  Mesa College’s CRC is not in agreement with the original business item and has proposed a revision. The revision made to the business item is reflected within the Recommendations with the majority of the content is removed and replaced with “according to Board policy and California Education Code.” This revision has only been approved at Mesa College’s CRC and has not been approved by the Mesa College’s Academic Senate. Miramar College’s CRC responds with three main points as to why the original business item should stand: 1) It is unnecessary to indicate compliance with State requirement as we are already required to do so, 2) Adding this statement implies that the past practice is in not in compliance, and 3) Entirely removing the content eliminates the reason for this resolution. If City College’s CRC finds the revision to be fitting, the business item must be taken to City College’s Academic Senate for review and a vote. The City College’s CRC motioned to maintain the original business item without Mesa College’s revision (Vizcarra/Norvell). There was a unanimous approval by the committee.

  Although, District Governance Council (DGC) has already seen this, the business item is to go to Curriculum Institute Council (CIC).

- New AD-Ts:

  Notification from Mesa College invites faculty to participate in a Friday, October 24th’s meeting to plan the creation of the Music AD-T (Kostlan). City College may not be able to pursue this degree because the Music program at City College is under a vocational model and does not have a theory course that will meet the AD-T requirement. City College’s TOP Code for Music also does not fit within the AD-T requirement; however, Mesa College does have the TOP Code that meets the AD-T requirement for a Music degree.
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- **Course and Program Deactivations:**

  A committee member poses a valid question regarding the deactivation of programs: Is there/have there been research on the number of students who will be affected once a program is deactivated? (Vizcarra) Shelton will bring question to CIC. However, under catalog rights, students may be able to complete a modification of major by substituting courses as an avenue to complete their degree should courses or programs become deactivated during their completion of their degree (Monaco).

V. **Agenda Items—**

**COURSES**

**AGRI 100** Principles of Sustainable Agriculture (City) – Course Revision was approved (Pruitt/Monaco)

**CHEM 200** General Chemistry I – Lecture (City) – Course Revision was approved with recommended edits (Monaco/Pruitt)

NOTES: The purpose of this proposal is to update the course corequisite and prerequisite to allow for smooth enrollment and 6 year review. The corequisite and prerequisite will be enforced during registration and up until the end of the first two weeks of the course. The instructor will determine the student’s enrollment after the first two weeks.

- **Recommended Edits:**
  - **Course Outline:**
    - SECTION II, 1. COURSE OUTLINE AND SCOPE, A. Outline Of Topics, #V.A.2: Spell out “STP” – should be “Standard Temperature and Pressure (STP)”
    - SECTION II, 1. COURSE OUTLINE AND SCOPE, A. Outline Of Topics, #VIII.B.2: Spell out “VSEPR” – should be “Valence Shell Electron Pair Repulsion (VSEPR)”
    - SECTION II, 2. COURSE OUTLINE AND SCOPE, B. Reading Assignments, #III.A: Rename “San Diego Union Tribune” to “U-T San Diego”

**CHEM 200L** General Chemistry I – Laboratory (City) – Course Revision was approved with recommended edits (Monaco/Pruitt)

NOTES: The purpose of this proposal is to update the course corequisite and prerequisite to allow for smooth enrollment and 6 year review. The corequisite and prerequisite will be enforced during registration and up until the end of the first two weeks of the course. The instructor will determine the student’s enrollment after the first two weeks.

- **Recommended Edits:**
  - **Course Report:**
    - SECTION II, COURSE ANALYSIS DATA, A. Reason for Proposed Action: Include the addition of the MATH 096 prerequisite to current information
  - **Course Outline:**
    - SECTION II, 1. COURSE OUTLINE AND SCOPE, A. Outline Of Topics, #IV.C: Misspelling “Volumn”—should be “Volume”
    - SECTION II, 1. COURSE OUTLINE AND SCOPE, A. Outline Of Topics, #VII.E: Spell out “VSEPR” – should be “Valence Shell Electron Pair Repulsion (VSEPR)”
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- SECTION II, 4. REQUIRED TEXTS AND SUPPLIES, SUPPLIES, #6: Committee recommends to remove the item

CHEM 201 General Chemistry II – Lecture (City) – Course Revision was approved with recommended edits (Monaco/Pruitt)
- Recommended Edits:
  - Course Outline:
    - SECTION I, STUDENT LEARNING OBJECTIVES, #9: Spell out “IUPAC”—should be “International Union of Pure and Applied Chemistry (IUPAC)"
    - SECTION II, 1. COURSE OUTLINE AND SCOPE, A. Outline Of Topics, III.B.2.c: Lowercase the “H” in “Hydrolysis”

CHEM 201L General Chemistry II – Laboratory (City) – Course Revision was approved with recommended edits (Monaco/Pruitt)
- Recommended Edits:
  - Course Report:
    - SECTION II, COURSE ANALYSIS DATA, A. Reason for Proposed Action: Need to provide specifics with the addition of the prerequisites, i.e. “Added prereqs of CHEM 200 and CHEM 200L”
  - Course Outline:
    - SECTION I, CATALOG COURSE DESCRIPTION, last sentence: Remove “Wherever appropriate, and whenever possible,” and capitalize the “c” in “computer” to start the last sentence
    - SECTION II, 4. REQUIRED TEXTS AND SUPPLIES, SUPPLIES, #6: Committee recommends to remove the item

DANC 110B Ballet II (Mesa) – Course Revision was approved with City faculty review and with recommended edits (Vizcarra/Norvell)
NOTES: Department may need to force the units in degree plans due to the automatic variable change in CurricUNET. Norvell states that this may be done administratively rather than a program revision for degrees. A committee member inquires why the Hip Hop courses were not adjusted in the same matter.
- Recommended Edits:
  - Course Outline:
    - SECTION I, STUDENT LEARNING OBJECTIVES, #2: Misspelling “diagonal”—should be “diagonale”

DANC 135B Jazz Dance II (Mesa) – Course Revision was approved with City faculty review (Vizcarra/Norvell)
NOTES: Department may need to force the units in degree plans due to the automatic variable change in CurricUNET. Norvell states that this may be done administratively rather than a program revision for degrees. A committee member inquires why the Hip Hop courses were not adjusted in the same matter.

DANC 140B Modern Dance II (Mesa) – Course Revision was approved with City faculty review (Vizcarra/Norvell)
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NOTES: Department may need to force the units in degree plans due to the automatic variable change in CurricUNET. Norvell states that this may be done administratively rather than a program revision for degrees. A committee member inquires why the Hip Hop courses were not adjusted in the same matter.

**DJRN 100**  Mass Media in the Digital Age (City) – Course Revision was approved (Pruitt/Boots)
NOTES: Department will be deactivating JOUR 202 at City College; this is to be effective for Fall 2015. JOUR 202 has not been offered for some time. The committee advises, if a deactivation for JOUR 202 is planned, the department will need to complete edits to program awards that may be affected.

**DJRN 205** Community Journalism for Multimedia (City) – Course Revision was approved (Vizcarra/Boots)
NOTES: Course revision is needed for C-ID approval for English ADT. This course was returned for more specific writing assignments per the reviewer for the course to be C-ID approved. The start date for this course proposal may need to change; however, the committee suggests maintaining the current information due to the need of completing the revisions to C-ID courses for ADT.

**MSFT 130** Configuring Microsoft Windows Client (City) – Course Revision was approved with recommended edits (Pruitt/Taylor)
- Recommended Edits:
  - **Course Outline:**
    - **SECTION II, 1. COURSE OUTLINE AND SCOPE, A. Outline Of Topics, #I.M.1:** Change “Vista” to “8”
    - **SECTION II, 1. COURSE OUTLINE AND SCOPE, A. Outline of Topics, #II.B.1:** Misspelling “syustem”—“system”
    - **SECTION II, 1. COURSE OUTLINE AND SCOPE, C. Writing Assignments, #I:** Change “Vista” to “8”
    - **SECTION II 1. COURSE OUTLINE AND SCOPE, D. Appropriate Outside Assignment, #I:** Change “Vista” to “8”

**MSFT 130** Configuring Microsoft Windows Client (City) – Course Revision was approved with recommended edits (Pruitt/Taylor)
- Recommended Edits:
  - **Course Outline:**
    - **SECTION II, 1. COURSE OUTLINE AND SCOPE, A. Outline Of Topics, #I.M.1:** Change “Vista” to “8”
    - **SECTION II, 1. COURSE OUTLINE AND SCOPE, A. Outline of Topics, #II.B.1:** Misspelling “syustem”—should be “system”
    - **SECTION II, 1. COURSE OUTLINE AND SCOPE, C. Writing Assignments, #I:** Change “Vista” to “8”
    - **SECTION II 1. COURSE OUTLINE AND SCOPE, D. Appropriate Outside Assignment, #I:** Change “Vista” to “8”

**MSFT 132** Windows Server Network Infrastructure, Configuring (City) – Course Revision was approved with recommended edits (Pruitt/Taylor)
- Recommended Edits:
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- **Course Report**:
  - **SECTION II, COURSE ANALYSIS DATA, D. Proposed College/District Purpose**: Add “Major Requirement – Certificate of Performance”

- **Course Outline**:
  - **SECTION II, 1. COURSE OUTLINE AND SCOPE, A. Outline Of Topics**, #VII.D: Misspelling “torubleshooting”—should be “troubleshooting”
  - **SECTION II, 1. COURSE OUTLINE AND SCOPE, C. Writing Assignments, #I**: Change “Vista” to “8”
  - **SECTION II 1. COURSE OUTLINE AND SCOPE, D. Appropriate Outside Assignment, #I**: Change “Vista” to “8”

**MSFT 137** Windows Server Active Directory (City) – Course Revision was approved with recommended edits (Pruitt/Taylor)
- **Recommended Edits**:
  - **Course Report**:
    - **SECTION II, COURSE ANALYSIS DATA, D. Proposed College/District Purpose**: Add “Major Requirement – Certificate of Performance”
  - **Course Outline**:
    - **SECTION II, 1. COURSE OUTLINE AND SCOPE, A. Outline Of Topics, #I.F.2**: Misspelling “scirpts”—should be “scripts”

**PROGRAMS**
Chicana and Chicano Studies, **Associate of Arts** (City) – Program Revision was approved with recommended edits (Monaco/Hong)
- **Recommended Edits**:
  - **Program Report**:
    - **PROPOSAL INFORMATION, Need for Proposal**: Remove the statement “Remove SPAN 201 from required electives”

Radio, **Associate of Science** (City) – Program Revision was approved (Monaco/Vizcarra)

Radio, **Certificate of Achievement** (City) – Program Revision was approved (Monaco/Vizcarra)

Radio, **Certificate of Performance** (City) – Program Revision was approved (Monaco/Vizcarra)

**CITY DEACTIVATIONS**
The deactivated courses have been accounted for in program impacts. A list will be created when all deactivations are ready for CIC.

**CBTE 128** (City) – Approved (Vizcarra/Norvell)
**CBTE 153** (City) – Approved (Vizcarra/Norvell)
**CBTE 190** (City) – Approved (Vizcarra/Norvell)
**CBTE 207** (City) – Approved (Vizcarra/Norvell)
**MUSI 115A** (City) – Approved (Vizcarra/Norvell)
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MUSI 115B (City) – Approved (Vizcarra/Norvell)
MUSI 215A (City) – Approved (Vizcarra/Norvell)
MUSI 215B (City) – Approved (Vizcarra/Norvell)
MUSI 230A (City) – Approved (Vizcarra/Norvell)
MUSI 230B (City) – Approved (Vizcarra/Norvell)
MUSI 230C (City) – Approved (Vizcarra/Norvell)
MUSI 230D (City) – Approved (Vizcarra/Norvell)
Computer Skills in Business, Certificate of Achievement (City) – Approved (Vizcarra/Norvell)
Digital Audio, Certificate of Performance (City) – Approved (Vizcarra/Norvell)
Digital Music Technology, Associate of Arts (City) – Approved (Vizcarra/Norvell)
Mechanical Design Technology, Associate of Science (City) – Approved (Vizcarra/Norvell)
Recording Arts, Certificate of Achievement (City) – Approved (Vizcarra/Norvell)
Records information Management, Associate of Science (City) – Approved (Vizcarra/Norvell)
Records Information Management, Certificate of Achievement (City) – Approved (Vizcarra/Norvell)

VI. The meeting was adjourned at: 4:10 pm.

Rev: 10/27/14, 10/28/14, 10/29/14