San Diego City College
Minutes of the 12/10/14 Curriculum Review Committee Meeting

Members Present: Boots, Carr, Chambers, Cheung, Erreca, Hong, Inthisane, Kostlan, Monaco, Norvell, Pruitt, Rivera, Shelton, Taylor

Members Absent: Barnes, Covalt, Pelletier, Vizcarra

Guests Present: Heather Heinz (SDICCCA intern), Harris, Singer

The meeting was called to order at: 2:05 pm.

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

II. Minutes – From 11/19/2014, Curriculum Review Committee meeting was reviewed and approved (Boots/Chambers)

III. Consent Agenda –
LEGL 120 Tort Law (Miramar) – Course Revision approved (Pruitt/Boots)
MUSI 268B Beginning Ear Training Lab II (Miramar) – Course Revision approved (Pruitt/Boots)
RADT 231 Pathology for Imaging (Mesa) – New Course approved (Pruitt/Boots)
RADT 240 Radiation Biology (Mesa) – Course Revision approved (Pruitt/Boots)
Anthropology, Associate of Arts (Mesa) – Program Revision approved (Pruitt/Boots)
Chemistry Studies, Associate of Science (Miramar) – Program Revision approved (Pruitt/Boots)
Earth Science Studies, Associate of Science (Miramar) – Program Revision approved (Pruitt/Boots)
Flight Instructor, Certificate of Performance (Miramar) – Program Revision approved (Pruitt/Boots)
Graphics, Certificate of Achievement (Miramar) – Program Revision approved (Pruitt/Boots)
Graphics, Associate of Arts (Miramar) – Program Revision approved (Pruitt/Boots)
Heavy Duty Diesel and Advancement Transportation Technology (HODAT) (Evening Program), Certificate of Achievement (Miramar) – Program Revision approved (Pruitt/Boots)
Heavy Duty Transportation Technology (HDTT) (Day Program), Certificate of Achievement (Miramar) – Program Revision approved (Pruitt/Boots)
Heavy Equipment Technology (HET) (Day Program), Certificate of Achievement (Miramar) – Program Revision approved (Pruitt/Boots)
Instrument Pilot, Certificate of Performance (Miramar) – Program Revision approved (Pruitt/Boots)
Occupational/Technical Studies, Associate of Science (Miramar) – Program Revision approved (Pruitt/Boots)
Open Water Lifeguard, Certificate of Achievement (Miramar) – Program Revision approved (Pruitt/Boots)
Open Water Lifeguard, Associate of Science (Miramar) – Program Revision was approved (Pruitt/Boots)
Seasonal Ocean Lifeguard, Certificate of Performance (Miramar) – New Program was approved (Pruitt/Boots)
Personal Training, Certificate of Achievement (Miramar) – Program Revision approved (Pruitt/Boots)
Professional Aeronautics, Associate of Science (Miramar) – Program Revision approved (Pruitt/Boots)
Professional Piloting, Certificate of Achievement (Miramar) – Program Revision approved (Pruitt/Boots)
Radiologic Technology, Associate of Science (Mesa) – Program Revision was approved (Pruitt/Boots)
Radiologic Technology, Certificate of Achievement (Mesa) – Program Revision approved (Pruitt/Boots)
Social and Behavioral Sciences, Associate of Arts (Miramar) – Program Revision approved (Pruitt/Boots)

IV. Updates and Announcements–

- CIC and State Curriculum Updates (Shelton):
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CIC Business Item: Waivers for major requirements – The Academic Senates of Mesa and City College are not in agreement with the recently CIC approved version. The Academic Senate are requesting for the item to be pulled for discussion and another revision.

CIC Business Item: Assigning course to discipline resolution – A handout (Mesa College Academic Senate, Resolution 14.11.1) was provided to the committee to review. City College’s Academic Senate has yet to approve of the resolution as proposed by Mesa College. The Academic Senate has requested for the Curriculum Review Committee to review over the holiday break and bring back feedback to the February 4th meeting. Shelton states the Academic Senate has only had a 1st reading on December 8th.

- Articulation Update – TMC:
  A handout was provided to the committee with the current status of City College’s TMC. City College is currently in the process of completing the Elementary Teacher Education, Geology, and Philosophy ADT.

V. Agenda Items–

COURSES

BUSE 101 Business Mathematics (Miramar) – Course Revision was approved pending the review and approval of a City College subject-expert faculty (Boots/Chambers)

BUSE 119 Business Communications (Miramar) – Course Revision was approved pending the review and approval of a City College subject-expert faculty (Boots/Chambers)

CHIL 133 Language and Literature (Miramar) – Course Revision was approved along with a City College subject-expert faculty review and approval (Erreca/Taylor)

CHIL 135 Curriculum: Science and Math (City) – Course Revision was approved with recommended edits (Erreca/Taylor)
  - Recommended Edits:
    - Course Report:
      - SECTION II, COURSE ENROLLMENT INFORMATION, I. Requisites: Add MATH 038 as an advisory
      - SECTION II, COURSE ANALYSIS DATA, I. Reason for Proposed Action: Add “Add MATH 038 as an advisory”
      - SECTION II, REQUISITES ANALYSIS: Add the requisite analysis for MATH 038

CHIL 151 Program Planning (City) – Course Revision was approved with recommended edits (Erreca/Taylor)
NOTES: The Department removed the corequisite of CHIL 275 because there were complications with the logistics of the course to where the course was unable to be offered. Instead, the Department decided to list a series of prerequisite options students must meet before pursuing this course.
  - Recommended Edits:
    - Course Report:
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- SECTION II, COURSE ENROLLMENT INFORMATION, I. Requisites: Remove “Health & Safety Requirements” from the CHIL 121 and CHIL 133 Prerequisite
- SECTION II, COURSE ANALYSIS DATA, I. Reason for Proposed Action: Remove “add CHIL 155 as a corequisite”
  o Course Outline:
    - SECTION II, 1. COURSE OUTLINE AND SCOPE, A. Outline Of Topics, #IV.E: Misspelling “intelligence” – should be “intelligence”
    - SECTION II, 1. COURSE OUTLINE AND SCOPE, A. Outline Of Topics, #IV.H: Remove comma (,) between “group” and “individual” and replace with a space
    - SECTION II, 1. COURSE OUTLINE AND SCOPE, A. Outline Of Topics, #V.D: Remove period (.) after “keeping”
    - SECTION II, 1. COURSE OUTLINE AND SCOPE, C. Writing Assignments, #V: Create a new item starting at “Parent bulletin…”

CHIL 152 School Age Program Planning (City) – Course Revision was approved with recommended edits (Erreca/Taylor)  
NOTES: The Department finds the current outline may show evidence to adding MATH 038 as an advisory, and understands will remove the advisory if recommended otherwise by District’s Technical Review.
  - Recommended Edits:
    o Course Report:
      - SECTION II, COURSE ENROLLMENT INFORMATION, I. Requisites: Add MATH 038 as an advisory
      - SECTION II, COURSE ANALYSIS DATA, I. Reason for Proposed Action: Add “Add MATH 038 as an advisory”
      - SECTION II, REQUISITES ANALYSIS: Add the requisite analysis for MATH 038
    o Course Outline:
      - SECTION II, 1. COURSE OUTLINE AND SCOPE, A. Outline Of Topics, #II.H: Correct the apostrophes in “good” behavior – should be “good behavior”
      - SECTION II, 4. REQUIRED TEXTS AND SUPPLIES, TEXTBOOKS, #3: Misspelling “Updated” – should be “Updated”; Remove extra space after “Press” and before comma (,)

CHIL 155 Supervised Field Study Seminar (City) – New Course was approved with recommended edits (Erreca/Taylor)  
NOTES: The purpose of this course is to ensure structure over the work experience course students are taking. This course will allow for a mandatory 1 hour a week to speak to an instructor. All three campuses are in agreement with this course; however, Miramar College may not want to include this course in their degree requirements. Harris is to follow-up with Miramar College to update them with the information of this course in the approval process.
  - Recommended Edits:
    o Course Report:
      - SECTION II, COURSE ENROLLMENT INFORMATION, I. Current Degree Applicability: Correct this field; currently all possible selections for this field is being populated in the CR printout—should be “Associate Degree Credit & transfer to UC”
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CHIL 210 Supervision of Early Childhood Programs (City) – Course Revision was approved with recommended edits (Erreca/Taylor)
  - Recommended Edits:
    o Course Report:
      ▪ SECTION II, COURSE ENROLLMENT INFORMATION, VII. Course Equivalency: Change “No” to “Yes – CHIL 201 or CHIL 201B”
      ▪ SECTION II, COURSE ENROLLMENT INFORMATION, IX. Additional Textbook Information: Add “Textbooks are classics and latest editions”
    o Course Outline:
      ▪ SECTION II, 4 REQUIRED TEXTS AND SUPPLIES, TEXTBOOKS: There may be updated textbooks

CHIL 215 Adult Supervision and Mentoring in Early Childhood Settings (City) – Course Revision was approved with recommended edits (Erreca/Taylor)
  - Recommended Edits:
    o Course Report:
      ▪ SECTION I, VI. Current Short Title: Change “Adlt Superv/Mentr’G In Early” to “Adlt Superv/Mentor EC”
      ▪ SECTION II, COURSE ENROLLMENT INFORMATION, I. Current Degree Applicability: Correct this field; currently all possible selections for this field is being populated in the CR printout—should be “Associate Degree Credit & transfer to UC”
      ▪ SECTION II, COURSE ANALYSIS DATA, I. Reason for Proposed Action: Add “Change SAM Code from C – Clearly Occupational to B – Advanced Occupational”
      ▪ SECTION IV, COURSE DATA ADMINISTRATION ELEMENTS, I. SAM Code: Change “C – Clearly Occupational” to “B – Advanced Occupational”
    o Course Outline:
      ▪ SECTION II, 4 REQUIRED TEXTS AND SUPPLIES, TEXTBOOKS, #3: Correction to title of book—should be “Early Childhood Environment Rating Scale, R.”; Missing the word “Press” after “Teachers College”;

CHIL 270 Work Experience (City) – Course Revision was approved with recommended edits (Erreca/Taylor)
  - Recommended Edits:
    o Course Report:
      ▪ SECTION I, XV. Proposed Short Description: Change the word “a” before “early” to “an”
      ▪ SECTION IV, COURSE DATA ADMINISTRATION ELEMENTS, II. Total Hours: Correction may be needed to the Max Total Hours for this course—Dean and District follow up is needed
    o Course Outline:
      ▪ SECTION I, CATALOG COURSE DESCRIPTION, sentence #1: Change “a” before “early” to “an”

CISC 181 Principles of Information Systems (Miramar) – Course Revision was approved with along with a City College subject-expert faculty review and approval (Boots/Chambers)
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DRAM 124 Makeup for Stage (City) – Course Revision was approved with recommended edits (Monaco/Erreca). Course was approved for walk-in to the 12/11/14 CIC meeting (Monaco/Erreca)

NOTES: The purpose is to increase the number of lecture units to accommodate the content of the curriculum. The previous 2 unit hours did not offer enough time to cover all of the content of the outline. Mesa College agrees with the increase of the lecture units and the Articulation Officer states this course is usually a 3 unit course at the 4-year institutions. The outline has been updated to incorporate additional content.

- Recommended Edits:
  o Course Report:
    ▪ SECTION II, COURSE ENROLLMENT INFORMATION, I. Requisites: Add a DRAM 122 limitation
    ▪ SECTION II, COURSE ENROLLMENT INFORMATION, VII. Course Equivalency: Change “No” to “Yes – DRAM 122”
    ▪ SECTION II, COURSE ANALYSIS DATA, I. Reason for Proposed Action: Remove all information listed and add “Add one lecture unit to be able to add course to ADT in Theatre; updated content; submit for UCTCA and articulation”
    ▪ SECTION II, REQUISITES ANALYSIS: Complete the requisite analysis for DRAM 122
  o Course Outline:
    ▪ SECTION I, STUDENT LEARNING OBJECTIVES, #5: Include a space after “Apply makeup,” and before “correction makeup,”
    ▪ SECTION II, 1. COURSE OUTLINE AND SCOPE, A. Outline Of Topics, #III.B: Renumber the subtopics

PROGRAMS

Assistant Teacher, Certificate of Performance (City) – Program Revision was approved with recommended edits (Erreca/Taylor)

NOTES: Department is correcting the TOP Code.

- Recommended Edits:
  o Program Report:
    ▪ PROPOSAL INFORMATION, Need for Proposal: Change the statement “Correct TOP Code” to “Add TOP Code”; remove “(previous TOP code entry had erroneously left out the last two digits)”
    ▪ PROGRAM & AWARD INFORMATION, Program Description: Change “Certificates of Completion” to “Certificates of Performances”
    ▪ PROGRAM & AWARD INFORMATION, Career Options: Harris to work with Norvell to rewrite and make specific to City College

Associate Teacher, Certificate of Achievement (City) – Program Revision was approved with recommended edits (Erreca/Taylor)

NOTES: Department is correcting the TOP Code.

- Recommended Edits:
  o Program Report:
    ▪ PROPOSAL INFORMATION, Need for Proposal: Remove “(previous TOP code entry had erroneously left out the last two digits)”
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- PROGRAM & AWARD INFORMATION, Program Description: Change “Certificates of Completion” to “Certificates of Performances”
- PROGRAM & AWARD INFORMATION, Career Options: Harris to work with Norvell to rewrite and make specific to City College

Child Development, Associate of Science (City) – Program Revision was approved with recommended edits (Erreca/Taylor)
NOTES: Department is correcting the TOP Code.
  - Recommended Edits:
    o Program Report:
      - PROPOSAL INFORMATION, Need for Proposal: Remove “add an “or” between CHIL 111 and CHIL 121 in courses required for the major”; remove “{previous TOP code entry had erroneously left out the last two digits}”
      - PROGRAM & AWARD INFORMATION, Program Description: Change “Certificates of Completion” to “Certificates of Performances”
      - PROGRAM & AWARD INFORMATION, Career Options: Harris to work with Norvell to rewrite and make specific to City College
      - PROGRAM & AWARD INFORMATION, COURSES REQUIRED FOR THE MAJOR: Add CHIL 155
      - PROGRAM & AWARD INFORMATION, Total Units: Change “25 – 29” to “26 – 30”

Cosmetology, Certificate of Achievement (City) – Program Revision was approved pending the review of the comparison of between this Achievement and the Associates in the Program Description of the Program & Award Information (Boots/Cheung)
NOTES: The wording should be exactly the same as that of the Associates degree, ensuring the removal of any reference of night classes.
  - Recommended Edits:
    o Program Report:
      - PROGRAM & AWARD INFORMATION, Program Description: Norvell to compare the two degrees to ensure the Achievement matches the Associates

Family Child Care, Certificate of Achievement (City) – Program Revision was approved with recommended edits (Erreca/Taylor)
NOTES: Department is correcting the TOP Code.
  - Recommended Edits:
    o Program Report:
      - PROPOSAL INFORMATION, Need for Proposal: Change the statement “Correct TOP Code” to “Add TOP Code”; remove “{previous TOP code entry had erroneously left out the last two digits}”
      - PROGRAM & AWARD INFORMATION, Program Description: Change “Certificates of Completion” to “Certificates of Performances”
      - PROGRAM & AWARD INFORMATION, Career Options: Harris to work with Norvell to rewrite and make specific to City College
Infant/Toddler Care, Certificate of Performance (City) – Program Revision was approved with recommended edits (Erreca/Taylor)

NOTES: Department is correcting the TOP Code.

- **Recommended Edits:**
  - **Program Report:**
    - PROPOSAL INFORMATION, Need for Proposal: Change the statement “Correct TOP Code” to “Add TOP Code”; remove “(previous TOP code entry had erroneously left out the last two digits)”
    - PROGRAM & AWARD INFORMATION, Program Description: Change “Certificates of Completion” to “Certificates of Performances”
    - PROGRAM & AWARD INFORMATION, Career Options: Harris to work with Norvell to rewrite and make specific to City College

Master Teacher, Certificate of Achievement (City) – Program Revision was approved with recommended edits (Erreca/Taylor)

NOTES: Department is correcting the TOP Code.

- **Recommended Edits:**
  - **Program Report:**
    - PROPOSAL INFORMATION, Need for Proposal: Remove “(previous TOP code entry had erroneously left out the last two digits)”
    - PROGRAM & AWARD INFORMATION, Program Description: Change “Certificates of Completion” to “Certificates of Performances”
    - PROGRAM & AWARD INFORMATION, Career Options: Harris to work with Norvell to rewrite and make specific to City College
    - PROGRAM & AWARD INFORMATION, SCHOOL AGE: Move footer to header and change the statement “three options” to “three courses”
    - PROGRAM & AWARD INFORMATION, SELECT ONE OR TWO OF THE FOLLOWING COURSES: Change heading to “SELECT ON OF THE FOLLOWING THREE OPTIONS OUTSIDE OF YOUR SPECIALIZATION”; remove footer

Residential Care, Certificate of Performance (City) – Program Revision was approved with recommended edits (Erreca/Taylor)

- **Recommended Edits:**
  - **Program Report:**
    - PROGRAM & AWARD INFORMATION, Program Description: Change “Certificates of Completion” to “Certificates of Performances”
    - PROGRAM & AWARD INFORMATION, Career Options: Harris to work with Norvell to rewrite and make specific to City College

Site Supervisor, Associate of Science (City) – Program Revision was approved with recommended edits (Erreca/Taylor)

- **Recommended Edits:**
  - **Program Report:**
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- **PROPOSAL INFORMATION,** Need for Proposal: Add “Add CHIL 125, CHIL 151, and CHIL 270 to required electives”; remove “Correct TOP code to 1305.80 to accurately reflect program purpose and focus (previous TOP code entry had erroneously left out the last two digits)”  
- **PROGRAM & AWARD INFORMATION,** Program Description: Change “Certificates of Completion” to “Certificates of Performances”  
- **PROGRAM & AWARD INFORMATION,** Career Options: Harris to work with Norvell to rewrite and make specific to City College  
- **PROGRAM & AWARD INFORMATION,** COURSES REQUIRED FOR THE MAJOR, footer: Remove “with at least 2 units of CHIL 270”

**Teacher, Certificate of Achievement** (City) – Program Revision was approved with recommended edits (Erreca/Taylor)  
**NOTES:** Department is correcting the TOP Code.  
- **Recommended Edits:**  
  - **Program Report:**  
    - **PROPOSAL INFORMATION,** Need for Proposal: Add “Add CHIL 155 to required courses”; remove “(previous TOP code entry had erroneously left out the last two digits)”  
    - **PROGRAM & AWARD INFORMATION,** Award Notes: Remove “or 275”  
    - **PROGRAM & AWARD INFORMATION,** Program Description: Change “Certificates of Completion” to “Certificates of Performances”  
    - **PROGRAM & AWARD INFORMATION,** Career Options: Harris to work with Norvell to rewrite and make specific to City College

**Deactivations**  
CHIL 131 Curriculum: Language/Science (City) – Course Deactivation was approved (Norvell/Pruitt)  
MUSI 205A Projects in Electronic Music (City) – Course Deactivation was approved (Norvell/Pruitt)  
MUSI 205B Projects in Electronic Music (City) – Course Deactivation was approved (Norvell/Pruitt)  
MUSI 209 Electronic Music Studio Internship (City) – Course Deactivation was approved (Norvell/Pruitt)

**VI.** The meeting was adjourned at: 4:20 pm.