



Mission San Diego Continuing Education commits to student success and community enrichment by providing accessible, equitable, and innovative quality education and support services to diverse adult learners in pursuit

of lifelong learning, training, career advancement, and pathways to college.

CURRICULUM COMMITTEE MINUTES
Wednesday, February 3, 2021
Zoom

IN ATTENDANCE:

Automotive: Absent
Business and Accounting: Sharian Lott
Child Development: Lee Thompson
Clothing & Textiles: Shirley Pierson
Digital Media and Programming: Zak Ruvalcaba
DSPS: Kim Salerno
Emeritus: Claudia Tornsauffer; Pat Mosteller (Alt Rep)
Healthcare: Lisa Cork
High School Diploma/High School Equivalency and Basic Skills: Absent
Hospitality and Culinary Arts: Megan Leppert
Information Technology: Richard Gholson, Committee Chair
Instructional Services: Michelle Fischthal, VPI
Instructional Services: Desiree Payne, Curriculum Analyst
Skilled and Technical Trades: Pete Phounsavath

GUEST(S): Matthew Rivaldi

ABSENT: Velaka Iwuaba (High School Diploma/High School Equivalency and Basic Skills), Lee Thompson (Child Development), Robert Jackson (Automotive)

1. CALL TO ORDER 2:34 p.m

A. Approval of the January 2, 2021, Meeting Minutes

Motion: Claudia Tornsauffer

Second: Lisa Cork

Action: Approved

B. Approval of the Agenda for February 3, 2021, Meeting

Discussion: Discussion regarding course outlines and SLOs. SLOs to the agenda.

Motion: Corrine Layton

Second: Shirley Pierson



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Action: Approved as amended

2. A. New Courses
- B. Course Revisions
- C. Course Deactivations
- D. New Certificate Programs
- E. Certificate Program Revisions
- F. Certificate Program Deactivations
- G. [Distance Education Addendum](#)

- 1.COMM 660 Programming with Python I *
- 2.COMM 661 Programming with Python II
- 3.COMM 662 Programming Databases with Python*
- 4.COMP 640 Windows Operating Systems*
- 5.COMP 641 Linux Essentials*
- 6.COMP 642 Server Admin Fundamentals*
- 7.COMP 643 Linux Server Technologies*

Discussion: Desiree Payne noted the COMM addendum forms are revisions, as discussed at the January meeting.

Motion: Lisa Cork

Second: Sharian Lott

Action: Approved

**Approved for distance education; DE addendum form submitted.*

3. OLD BUSINESS

- A. 2020-2021 Catalog

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Discussion: Payne reported the 2020-2021 catalog is finalized and pending publication on the webpage. Payne advised once posted on the web an announced will be sent to Continuing Education DL. Payne noted the 2021-2022 catalog review for fall publication will begin Spring 2021.

4. NEW BUSINESS

A. [Essential Curriculum Approval Dates](#)

Discussion: Committee review updated curriculum approval. Discussion occurred around Projected Term for Class Scheduling column. Payne welcomed the committee to provide feedback.

B. Credit By Exam and Distance Education

Discussion: Payne reported discussion occurred with District CTE Transitions regarding incorporating distance education (DE) section in Credit By Exam agreements. District CTE Transitions supports the addition of a DE section and will work with Continuing Education's Instructional Services department to draft language. Payne advised discussion also occurred regarding including DE as a topic for discussion when agreements are created and renewed. District is in support of including distance education considerations when new agreements are developed.

C. Cultural Curriculum Audit

Discussion: Gholson and Payne presented a presentation adapted from the state's Academic Senate presentation of Long Beach Community College's Cultural Curriculum Audit. Breakout sessions occurred and committee members provided feedback on how cultural audit relates to curriculum. Committee regrouped and reviewed feedback from breakout sessions. Discussion continued. Recommendation to include cultural curriculum audit during the faculty institute.

Action: Cultural Curriculum Audit will be included on the March [2021] meeting agenda for future discussion and next steps.

D. Course Outline of Record (COR) and SLOs

Discussion: History of SLOs discussed. Payne and Gholson noted there is a question regarding SLO development on the Technical Review Planning form to trigger SLO

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development. Committee discussed the current process. Recommendation was made to invite Marne Foster to a meeting. Program certificate competencies were also discussed.
Action: Marne Foster will be invited to a future meeting to assist with SLO discussion.

5. COLLEGE CURRICULUM- FYI –

- A. City
- B. Mesa
- C. Miramar

Discussion: Gholson noted agendas are provided in order to assist faculty with being aware of what curriculum is proposed and/or approved at the college curriculum committees.

6. STANDING REPORTS-

- A. District Curriculum Instructional Council (CIC) Report (Gholson)- No report
- C. District CurricUNET Steering (Gholson/Payne)- No report
- D. District Policies and Procedures Subcommittee (Payne)- No report
- E. Curriculum Update (Payne)

Discussion: Payne reported on items currently under tech review.

7. ROUNDTABLE/COMMENTS/ANNOUNCEMENTS

- A. CALPRO Community of Practice (CoP) Collaborative Curriculum Alignment pilot- Call for submissions of interest to participate.

Meeting adjourned: 4:31 p.m.
Motion: Claudia Tornsauer
Second: Pete Phounsavath