

Rancho Santiago Community College District

DISTRICT CURRICULUM AND INSTRUCTION COUNCIL

SPECIAL MEETING

MARCH 19th, 2012

MINUTES

A Special District Curriculum and Instruction Council Meeting of the Rancho Santiago Community College District was held at Rancho Santiago community College District in the Santa Ana Room (DIST 103) at 10:00 AM.

Present: L. Aguilera, M. Barembaum, P. Canzona, T. Garbis, R. Hicks, B. Jaros, A. Mora, M. Porter, M. Roe, L. Rose, C. Rutan

Guests: S. Myers, B. Slager

Absent: None

The meeting was called to order at 10:03 am.

I. APPROVAL OF MINUTES

The February 10th, 2012 minutes were passed.

II. PUBLIC COMMENTS

Bonnie Slager commented. Concerns were expressed regarding the scheduled meeting day and time of District Curriculum and Instruction Council (DCIC). Discussion took place regarding the scheduling conflicts of all the members on the committee.

Bonnie Slager inquired about previous minutes of the District Curriculum and Instruction Council meetings. Concerns were also expressed regarding the vote of Santiago Canyon College's (SCC) Curriculum and Instruction Council to keep the Computer Skills and Applications Requirement. The voting roles of the Academic Senate President, Curriculum Chair and the Vice President of Academic Affairs at the District Curriculum and Instruction Council were discussed. The vote of the District Curriculum and Instruction Council members is separate from the vote taken at the campus and it is not required for District Curriculum and Instruction Council members to follow the direction of their local CIC.

Bonnie Slager distributed two handouts. The first handout, *Goldenwest College's Graduation Requirement*, identified the Associate Degree Requirements specifically stating a Computer Competency and the defined Computer Competency Student Learning Outcome. The second handout, *Guide to Evaluating Institutions*, was a publication excerpt from Standard II of the Accrediting Commission for Community and Junior College (ACCJC). Bonnie Jaros reported that Santa Ana College has an Information Management core competency. Craig Rutan reported that Santiago Canyon College can include this area in the Institutional Learning Outcomes if necessary. Clarification of the differences between the core competencies and local General Education (Plan A) was discussed.

Bonnie Slager commented on the effects of major curriculum changes has on faculty employment. The District Curriculum and Instruction Council members conferred that the end

result of curriculum changes were not the implication on faculty but rather the needs of the students. All General Education breadth plans (Plan A, B and C) must be identical at both colleges.

Public comments were closed. No motions were made to reopen the floor for more public comments.

III.A. COMMON CURRICULUM and BP6117

Board Policy 6117 (BP6117) establishes that the colleges will maintain a common curriculum. This has been interpreted to include courses of instruction, educational programs and the General Education Breadth patterns. The greatest concern was regarding course-level shared curriculum. The General Education Breadth cannot differ, however. Board Policy related excerpts from the *Joint Curriculum and Instruction Handbook, 2007-2008* were distributed.

History was provided explaining the nature of the shared curriculum. Because in the past the colleges shared a catalog and enrollment management system, which included storage of curriculum items, identical curriculum was mandatory. Both colleges now have separate catalogs, separate curriculum management systems, separate records in the enrollment managements system and separate articulation agreements. The issues of reduced staff and increased work flow to maintain verbatim catalog descriptions were discussed.

With the onset of the Course Identification Number System (C-ID) and the new Associate for Transfer degrees, it was recommended that the catalog course description can vary in verbiage, but the content must be the same. Concerns regarding student perception of course equivalencies and articulation were discussed. Although the colleges share identical courses, articulation is still submitted separately. The process of shared curriculum should be as streamlined and efficient as possible without disrupting students. Suggestions as updating the *Joint Curriculum and Instruction Handbook* to include the level and specificity of areas of shared courses were discussed. Faculty are already circumventing shared curriculum by separating discipline subjects and renumbering courses. Both colleges share the same transcript, and it was discussed to review the topic of separate transcripts with Admissions and Records. Processes of other multi-campus districts were discussed.

The District Curriculum and Instruction Council agreed that it was time to make changes. Draft language for the *Joint Curriculum and Instruction Handbook* changes will be prepared by Craig Rutan and Bonnie Jaros and electronically approved by all the District Curriculum and Instruction Council members before being distributed to the campus Curriculum and Instruction Councils for approval. The changes will then be sent to the Academic Senates for primary advice and eventually forwarded to the Chancellor and the Board of Trustees.

The next District Curriculum and Instruction Council meeting was not scheduled due to scheduling conflicts.

Aracely Mora thanked all the faculty in attendance for participating in the meeting and especially thanked Bonnie Jaros and Craig Rutan for their knowledge and leadership to guide both councils to resolving an outstanding Curriculum issue since 2008.

The meeting was adjourned at 11:09 am.