

Approved 2/4/99

SAN DIEGO MESA COLLEGE
CURRICULUM COMMITTEE

Minutes

Thursday, January 21, 1999

Present: N. Bray, Y. Bergland, C. Buck, E. Casey, P. Chapman, S. Flor, P. Hjorth-Gustin, P. Meckstroth, S. Newell, G. Perri, A. Taccone, L. Underwood

Absent: C. DuPraw, J. Ellis,

Guests: R. Fremland, A. Mosher, P. Pidgeon

M/S/C Y. Bergland /P. Hjorth-Gustin to approve the minutes of December 21, 1998 as corrected.

1.0 Mesa College Curriculum Proposals

M/S/C P. Chapman/ Y. Bergland to approve in concept the curriculum on the first reading and then send it to the Technical Review Committee (when it is in place); then the curriculum will come back to the Curriculum Review Subcommittee for a second reading and final approval. (This motion is to be included as an amendment to all Mesa College Curriculum proposal motions made on January 21, 1999)

M/S/C P. Chapman/C. Buck to approve **Fashion 173, Marketing on the Internet** with the following revisions:

- Section II,14: Verify top code is 1303.10
- Section II,19: A library source plan is still needed.
- Section II: Rewrite Advisory and Course Objectives with corrections.

M/S/C Y. Bergland/C. Buck to approve **Pipefitting 325,330,335,349** with the following revisions:

- Section II: Questions #1,6,8,11
- Catalog Change Request Form: More detail needed for Certificate Achievement requirement.

M/S/C Y. Bergland/C. Buck to approve **Electrical 270** with the following revisions:

- Section II: In Writing Assignments remove or re-word "term paper".
- City College duplication? Elect courses.
- Section IV: Prerequisites and corequisites – Check Math/English 51 or 56.
- How would prerequisites and corequisites be validated?
- Section II: Numerous questions #1,6,7,8,10,11,12
- Catalog Change Request Form: Effective term needs revision to 2000.
- Content Scrutiny Forms: But only needs to check off up to #6.

2.0 Mesa College New Curriculum

M/S/C A. Taccone/ N. Bray to approve **CHEM 255** with the following revisions:

- Change course description to remove reference to candidates for chemistry technician certificate and sentence starting the course describes to the course covers.
- Add the word “and” to prerequisites sentence
- Reformat course outline to proper outlining format
- Writing assignment #3 change wording from several paragraphs to “short essay”
- Outside assignment #2 change wording to “a’ multiparagraph paper describing...”
- Critical thinking assignment #1 to “a short essay” instead of several paragraphs.
- Critical thinking assignment #3 write out what MSDS stands for.
- Methods of instruction #3 add (i.e. group discussion) to collaborative learning
- Appropriate text and supplies #2 add year and citation
- Appropriate text and supplies #6 add publisher
- Appropriate text and supplies change semicolons to commas in citations
- Entering skills #1 correct spelling error
- Entering skills #3 correct spelling error
- Section VII Change program title to chemistry, change certified to skilled technician, check revised program, and check associates degree
- Section VII Change to see page 108 in ‘98-’99 catalog
- Replace catalog page with course description page and place Chem 255 and attach to section VII

3.0 Miramar College FYI

FYI items will be signed by co-chairs, J. Ellis and G. Perri with the following comments:

- Business, **LEGL 180,296**: Comment – Course objectives need to be rewritten “Demonstrate knowledge of...” not measurable.
- Art, **PHOT 105**: Comment - There should be appropriate scrutiny forms for advisory, GE, CSU, catalogue changes.
- Administration of Justice, **ADJU 375**: In the process of being changed by Miramar. Units & hours are being reviewed – No action taken.
- Liberal Arts, Option 1; Black Studies, **BLAS 140, 140B**; Geography, **GEOG 101,101L,102**; History, **HIST 105, 106,109,110**; Political Science, **POLI 101,102,103**: Comment – Concern that there might be confusion with the existing Liberal Arts, Option I Degree
- Aeronautical and Aviation Technology, **Miramar Catalog Changes**
- Business Management: Mortgage Brokerage & Banking, **BANK 105,110,115,120,201,202,203,204,205,206**

4.0 Miramar College Concurrence

M/S/C Y. Bergland/S. Flor to approve **Math 40,108L,237L.**

Information/Discussion

Mission Statement

M/S/C Y. Bergland/ P. Chapman to table the Mission Statement discussion until the final revision is available.

Technical Review Subcommittee/Curriculum Advisor

Attached is the Academic Senate Executive Committee's proposal to the President's Cabinet. (Dated - 1/26/99)

The Technical Review Subcommittee/Curriculum Advisor item will be placed on the Feb. 4 as the first item of business. Nominations were taken for the committee to expedite next meetings agenda.

M/S/C A. Taccone/C. Buck to nominate Y. Bergland.

M/S/C P. Chapman/Y. Bergland to nominate L. Underwood and P. Hjorth-Gustin.

M/S/C P. Chapman/Y. Bergland to nominate S. Newell

M/S/C A. S. Newell/A. Taccone that Curriculum Review Subcommittee follow the recommendations of the Academic Senate Executive Committee in choosing the Chair for Technical Review Subcommittee and the Curriculum Advisor.

4. Adjournment: The meeting was adjourned at 5:00 p.m.

Minutes approved by

Geraldine Perri and Jan Ellis, Co-Chairs

NEXT MEETING: January 28, 1999, Room A102, 2:00 p.m.