

APPROVED

SAN DIEGO MESA COLLEGE CURRICULUM REVIEW COMMITTEE

Minutes

Thursday, February 17, 2005

Present: E. Armstrong, Y. Bergland, C. DuPraw, P. Fischer, K. Foster, D. Furrow, D. Gergens, P. Gustin, A. Hoffman, L. Horsman, L. Kaiser, P. Liska, S. Newell, R. Olson, J. Pautler, A. Saballet, K. Wong

Excused:

Absent: S. Flor, M. Fritch, J. Hudson, P. Christopher, W. Tappen,

Guests: G. Merx,

Minutes/Agenda

- * MSC S. Newell/D. Furrow to approve the revised/amended agenda of February 17, 2005.
- * MSC Y. Bergland/K. Foster to approve the minutes of February 3, 2005.

Announcements

- * P. Gustin welcomed everyone and acknowledged new committee members. Paula Liska replaces C. Buck as the articulation officer and Alfonso Saballet replaces K. Owen; Lim Kaiser and Paula Christopher are new classified representative members and J. Stamm has requested to be replaced.

First Read Curriculum

- * MSC Y. Bergland/D. Furrow to submit **ALLH 101** Mesa only new course with Distance Ed to Tech Review with the following comment:
 - Proposal will be reviewed on March 3
- * MSC K. Foster/L. Horsman to submit **ASTR 101, GEOL 100 & PHYN 100** Distance Ed only to CIC.
- * MSC C. DuPraw/P. Fischer to submit **PHYE 110, 135, 140 & 178** deactivations to CIC.
- * MSC S. Newell/C. DuPraw to submit **TRAV 130 & 132** Mesa only integrations to CIC.
- * MSC L. Horsman/C. DuPraw to submit **MULT 112** revision and **MULT 114** Mesa only new course with Distance Ed to Tech Review with L. Horsman as liaison and the following comments:
 - Add MULT 112 as an advisory to **MULT 114**
 - Elaborate on assignments
- * MSC K. Foster/P. Fischer to submit **BIOL 210AB** prerequisite revisions to CIC.
- * Food Service Occupations/Deactivation; Hotel-Motel Management/Deactivation; Culinary Arts/Culinary Management in Hospitality/New Program; Hospitality/New Program were moved to Tech Review for later review.

Technical Review Committee

The following proposals are in Tech Review. The specified liaison and date submitted to Tech Review are included.

- * **CACM 101, 105, 110, 111, 120, 130, 131, 140, 150, 201, 205, 211, 270 & 290** – New Courses – Mesa only (12/2/04 & 2/3/05) (v2)
- * **HOSP 101, 115, 120 & 130** – New Courses – Mesa only (2/3/05) (v2)[**HOSP 140** has been removed by originator]
- * **HOTL 110 & 140** – New Courses – Mesa only (2/3/05) (v2)
- * **CHEM 251** - Integration – Aligned – W. Tappen/D. Gergens/K. Wong (2/3/05) (v2)
- * **CHIC 138** –Integration – Aligned – A. Hoffman (12/2/04) (v2)
- * **CHIC 190** – Revision – Aligned – A. Hoffman (11/4/04) (v1)
- * **HIST 168** –Integration – Mesa only – D. Furrow (12/2/04) (v2)
- * **HIST 171** - Integration – Mesa only – D. Furrow (2/3/05) (v2)
- * **MULT 101** –Integration – Aligned – L. Horsman (12/2/04) (v2)
- * **PHYE 253AB** – Revision/Units – Aligned –L. Horsman (11/4/04)
- * As of 12/4/2003 proposals that are still in Tech Review after 12 months from date entered will be reviewed and then returned to the originators/deans. L. Armstrong informed the committee that she will follow up with the Deans prior to proposals being returned to originators.

Second Read Curriculum

- * MSC K. Foster/Y. Bergland to submit **CISC 182** new Mesa only course to CIC.
- * MSC K. Foster/L. Horsman to submit **ASTR 111** an aligned integration to CIC.
- * **CHEM 251** was returned to Tech Review.
- * MSC L. Horsman/K. Foster to submit **PSYC 265A** to CIC.
- * MSC K. Foster/L. Horsman to submit **PSYC 262** a Mesa only integration to CIC.

City

- * The following items were reviewed without comment: **INWT 100; MACT 151, 160, 161, 162, 180, 181, 182; LABR 100, 102, 104, 108, 124, 127; MFET 115, 120, 140; CBTE 110A, 130AB** and one program - **History**

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- * The following items were reviewed without comment: **LERG 047, 048 & 049;** and two programs – **Aviation Operations and Aviation Technology.**

Information/Discussion

- * E. Armstrong informed members that it is anticipated the implementation of changes such as the six year review and priority coding into CurricUNET 2 will be done during the summer down time. Members were requested to continue to inform P. Gustin or E. Armstrong of problems so the steering committee can address them.
- * The suggestion of reviewing proposals and working with originators during the prelaunch level was discussed. P. Gustin informed members that Governet would be willing to send an email to the Tech Review chair whenever a new proposal is created or prelaunched. The Tech Review chair would then notify members and request a volunteer to be the liaison. This would allow the originator to make adjustments early in the process and go over with the liaison a revised Checklist for Review of Credit Course Outlines of Record. The current checklist was reviewed and P. Gustin will make member's suggested changes. The revised checklist and further discussion on changing the process of review will be placed on the March 3 CRC agenda.

- * E. Armstrong introduced the new Office of Instruction website and A. Svedberg explained the Curriculum Review Committee screens. Mesa's membership list, agendas, minutes, meetings/timelines and CIC approved actions are currently listed on the CRC website.
 - * The Flex credit form and the CIC action summary handout for the 2/10/05 CIC meeting were distributed.
 - * MSC K. Foster/P. Fischer to adjourn the meeting at 3:55 p.m.
- Minutes approved by

Elizabeth Armstrong and Paula Gustin, Co-Chairs
NEXT MEETING March 3, 2005 Room LRC 229, 2:00 pm.