

SAN DIEGO MESA COLLEGE
CURRICULUM REVIEW SUBCOMMITTEE

APPROVED

Minutes

Thursday, March 2, 2017

Present: P. Gustin, L. Shimazaki, T. Recalde, M. Cox, J. Estep, C. Kalck, C. Kinney, E. Helscher, A. Hoffman, L. Horsman, J. Parker, N.S. Robinson, D. Rogers, A. Saballett, W. Smith, A. Svedberg (Proxy for E. Ball, and T. Nguyen)
Absent: T. McGrath (Excused), E. Ball (Excused), T. Nguyen (Excused), C. Carrasquillo
Guests: G. Maldonado

Welcome/Announcements

- * P. Gustin welcomed members and announced guest G. Maldonado will arrive about 3:15pm to present the Financial Aid information for the Certificate of Achievement and Certificate of Performance awards.

Minutes/Agenda

- * MSC A. Saballett/L. Horsman to approve the amended March 2, 2017 agenda.
- * MSC L. Horsman/J. Parker to approve the February 16, 2017 minutes with minor adjustments.

CRC Committee Members Training (Programs)

- * Guest G. Maldonado from Financial Aid presented information on Certificate of Achievement and Certificate of Performance awards.
 - G. Maldonado informed the committee students receive financial aid for Certificate of Achievement courses but not for Certificate of Performance courses.
 - Students carrying 12 or more Certificate of Achievement and/or degree course units are considered to be full time students and can receive financial aid.
 - Students can receive financial aid for 2 years and may extend financial aid to 3 years if they continue within the same field of courses.
 - Students have two to three semesters in which to declare their major and need to have an Ed Plan established.
 - Students utilizing stackable Certificates of Achievement receive financial aid.
 - Students' units are checked monthly and if their load goes below 12 Certificate of Achievement and/or degree course units financial aid is stopped.
- * Curriculum review training for Certificate of Achievement and Certificate of Performance awards will be done at the next CRC meeting on March 16, 2017.

Information

- * **Region X Approval Changes – T. Recalde**
 - T. Recalde informed the committee Region X has a new process to recommend programs.
 - The process will now only take one month rather than the three months.
 - Submitting a program at the first of each month allows the program to be reviewed electronically and places the program on that month's agenda for discussion and vote.
 - If there are any objections to the program there will be one week for additional review.
 - On the final work day of the month a final vote is taken and reported on the following month's Region X agenda.
 - The minutes of the submitting month and the agenda for the next month can be utilized as documentation for state submissions.
 - An electronic file for the new process will be emailed to CIC members.

- For Labor Market Information (LMI) program originators can use the workforce [website](#) and by entering a Top Code the center will provide an LMI report for the program.
- T. Recalde noted Top Codes are being reviewed at the State Chancellor's office and P. Gustin informed the committee local Top Code cleanup is being done at the CIC level.
- It was noted a faster process by the State Chancellor's office in reviewing and approving CTE programs is still needed.

*** Liberal Arts and Sciences AA/AS Degrees – P. Gustin**

- P. Gustin updated the committee on Mesa's 36 Liberal Arts and Sciences AA/AS degrees.
- A file showing the number of degrees that have been awarded will be emailed to members.
- At a recent Dean's meeting the review of these programs met with approval but the deans would like the review to move forward carefully prior to recommending deactivations.
- It was noted the review is not to eliminate the degrees but to enhance them.
- A subcommittee consisting of J. Estep, L. Shimazaki, J. Parker, C. Kalck, C. Kinney and P. Gustin will check with departments and review the degrees.

*** Special Designator for Career Technical Tutoring (CTET) Update**

- The special designator for Career Technical Tutoring (CTET) was CIC approved.
- T. Recalde will work with CTE deans/departments to inquire which Career Technical 044 courses would like to utilize the new CTET 044 designator.
- P. Gustin will notify M. Manasse of the approval.
- After the specific 044 subject course changes have been determined P. Gustin will contact M. Manasse with a list of the changes.

*** City College Changes to Basic Skill English Courses – Email Handout/P. Gustin**

- The City College revision proposals for basic skill English courses handout was emailed to CRC members.
- P. Gustin informed the committee City's proposals require Mesa's CRC support or nonsupport prior to City walking them into CIC on March 9, 2017.
- City proposals requesting support or nonsupport include ENGL 021 new course; ENGL 031 and ENGL 047A revisions; and ENGL 042, ENGL 043, ENGL 048, and ENGL 049 deactivations.
- W. Smith has been in contact with the City originator and supports the changes.
- MSC W. Smith/L. Horsman to support City proposals ENGL 021 new course; ENGL 031 and ENGL 047A revisions; and ENGL 042, ENGL 043, ENGL 048, and ENGL 049 deactivations. (1 Abstention)

*** PHYN 215 – Prerequisite Update – P. Gustin**

- P. Gustin informed the committee D. Barrie's PHYN 215 revision proposal was approved by Mesa's CRC on February 2, 2017.
- During District's tech review it was found the requisite analysis needed adjustment.
- D. Barrie requests committee approval for the PHYN 215 proposal to change the advisories to MATH 96, ENGL 47A/48/49 with the removal of ASTR 101/BIO 107, 210A/CHEM 100, 152, 200/GEOG 101/GEOL 100/PHYN 100/PHYS 100, 125, 180A, 195 courses.
- MSC C. Kinney/M. Cox to approve the change in advisories for PHYN 215.

*** HIMS Pilot BS Program – Revision (HEIT Courses) – P. Gustin**

- P. Gustin informed the committee the HEIT courses portion of the HIMS pilot BS program needed to be updated.
- District has requested the HIMS program revision be walked in at CIC's March 9th meeting.

- MSC A. Hoffman/E. Helscher to approve HIMS revision of HEIT courses as a walk-in for CIC's March 9 meeting. (1 Abstention)

Committee Level Curriculum

- * There were no consent agenda items.
- * MSC L. Horsman/A. Hoffman to submit **BUSE 201** Mesa only distance learning to CIC.
- * MSC C. Kinney/L. Horsman to return to the originator **PSYC 276** for a full review of the course and for hybrid distance learning.
- * **ENGL 247A** aligned revision remains on hold.
- * **MULT 133** Mesa only deactivation remains on hold.

Status of ADT Degrees

- * The new Biology AS-T was approved on 2/6/2017 by the Board and is waiting for the additional paperwork needed prior to submission to the state inventory for approval.
- * The Kinesiology AA-T revision has been waiting for final state review since 4/22/2016.
- * The Journalism AA-T revision is waiting for Mesa to resubmit after 8/24/2016 state requested changes have been resolved.
- * The Theater Arts AA-T revision was state approved on 11/22/2016.
- * The new Nutrition & Dietetics AS-T degree is waiting for Mesa faculty to resolve the state 8/11/2016 requested changes.
- * The new Chemistry AS-T and new Music AA-T degrees have been returned to Mesa for changes and are awaiting more information from state officials before they can be resubmitted.

Program Proposals – State Status for 2017-18 Catalog

- * The review of program proposals for Mesa's 2017-18 college catalog has been completed.

City

- * The following proposals were reviewed without comment.
 - Course Deactivations: ESCR101; LABR 110,112,
 - Program Revision: REAL Certificate of Achievement

Miramar

- * There were no proposals to be reviewed.

Committees/Discussion/Handouts

- * CIC – No report.
- * The CIC 2/23/2017 summary was emailed to members.
- * MSC L. Horsman/A. Hoffman to adjourn at 4:00 pm.

Minutes approved by

Tim McGrath and Paula Gustin, Co-Chairs
Next Meeting: March 16, 2017 at 2:15 pm MS 202