

APPROVED                      SAN DIEGO MESA COLLEGE  
CURRICULUM REVIEW COMMITTEE

Minutes

Thursday, March 18, 1999

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Present:            Y. Bergland, C. Buck, P. Chapman, C. DuPraw, J. Ellis, P. Hjorth-Gustin, P.  
Meckstroth, S. Newell, G. Perri, L. Underwood  
Proxy              N. Bray (Proxy – P. Meckstroth), A. Taccone (Proxy – Y. Bergland),  
Absent:            S. Flor  
  
Guests:            C. Allred, K. Foster, T. Teegarden

**1.0 Agenda/Minutes**

M/S/C P. Chapman/C. Buck to *approve* the agenda with the following **three additions: 5.0 City Concurrence, 3.0 History of US, Black Perspectives 140A; 5.0 City Concurrence, 4.0 History of US, Black Perspectives 140B, and 8.0 Information/Discussion, 4.0 Building Construction Technology Proposals – J. Ellis** and the following **deletion: 8.0 Information/Discussion, 2.0 Review Curriculum Process – J. Ellis.**

M/S/C P. Chapman/C. Buck to *approve* the minutes of March 4, 1999 with the following revisions: **3.0 Mesa Curriculum Items (First Reading)** change Material to Materials and **6.0 Handbook Guidelines** change exam to **examine**.

**2.0 Technical Review Committee**

- **SPAN 101** is waiting for concurrence documentation from the City & Miramar Colleges before further review.
- **ELEC 270; PLPF 325,330, 335, & 349** have not been resubmitted with appropriate, requested revisions.
- Highlights of handout of minutes for 3/11/99.
  - Discussed utilizing the course outlines for Math 95, Fashion 173, Consumer Studies 101, DSPS 84, Architecture 190, Chemistry 255, and Biology 115 as models for course outlines in the integrated format.
  - Recommended that faculty be given more than one of these outlines to use as a model with the rationale that this would illustrate that a variety of styles are acceptable and they could select one that best fits their discipline.
  - The strengths of each of these course outlines are listed in the Technical Review Committee minutes.
  - Recommended that other outlines be evaluated for inclusion with the training materials.
- An assignment was given to develop a policy concerning which curricula require first read only.
- It was reported that the President's Cabinet recently reviewed discretionary reassigned time and has agreed to roll forward for Fall 1999 assignments for the Technical Review Chair and Curriculum Advisor. Once the committee on reassigned time is in place all discretionary assignments will be reviewed.

### 3.0 Mesa Curriculum Items (First Reading)

- M/S/C P. Chapman/P. Hjorth-Gustin to *approve* **Math 210A** in concept and forward to the Technical Review Committee with the following recommendations:
  - Remove numbering on outline
  - Redo Prerequisites and remove skills.
  - In Section VII, change catalog description to future tense
  - Add CAN #
  - Review City College's recommendations
- M/S/C S. Newell/P. Hjorth-Gustin to *approve* **Math 210B** in concept and send to the Technical Review Committee with the following recommendations:
  - Remove numbering on outline
  - Redo Prerequisites and remove skills.
  - In Section VII, change catalog description to future tense
  - Add CAN #
  - Review City College's recommendations

### 4.0 Mesa Curriculum Items (Second Reading)

- None

### 5.0 City Concurrence

- M/S/C P. Chapman/C. Buck to *approve* **ENGL 008** to **ENGL 20** conditional to the completion of Section VII – Catalog Change.
- M/S/C P. Chapman/C. Buck to *approve* **ENGL 009** to **ENGL 30** conditional to the completion of Section VII – Catalog Change.
- M/S/C P. Chapman/Y. Bergland to *not approve* **BLAS 140A** and return to the originator with the following recommendations:
  - Section II, 8 - Effective term changed from Fall 994 to Fall 1999
  - Section II, 11 - Needs to be completed
  - Section II, 14 - Needs to be completed
  - Section II, 16 - Needs to be completed
  - Section III, Course Objectives -To consider fewer objectives
  - Section III, Course Objectives -To rewrite objectives to reflect a higher level of learning e.g., discuss, explain
  - Section III, Course Objectives - Observe margins, not all information is readable
  - Section III, B. Appropriate Readings – Be specific to the course and integrate back to the objectives
  - Section III, C. Writing Assignments – Be specific to the course and integrate back to the objectives
  - Section III, C. Writing Assignments, 3. Research papers - Need ENGL 101 as a prerequisite for this assignment
  - Section VII – Proposed course description should match course description in Section III Outline
- M/S/C L. Underwood/Y. Bergland to *not approve* **BLAS 140B** and return to the originator with the following recommendations:
  - Section II, 8 - Effective term changed from Fall 994 to Fall 1999
  - Section II, 11 - Needs to be completed
  - Section II, 14 - Needs to be completed
  - Section II, 16 - Needs to be completed
  - Section III, Course Objectives -To consider fewer objectives
  - Section III, Course Objectives -To rewrite objectives to reflect a higher level of Bloom's Taxonomy e.g., discuss, explain
  - All of Course Outline - Observe margins
  - Section III, B. Appropriate Readings – Be specific to the course and integrate back to the objectives

- Section III, C. Writing Assignments – Be specific to the course and integrate back to the objectives
- Section III, C. Writing Assignments, 3. Research papers - Need ENGL 101 as a prerequisite for this assignment
- Section IV, Prerequisite BLAS 140A needed
- Section V, Number: 140A changed to 140B
- Section VII – Proposed course description should match course description in Section III Outline

## **7.0 Curriculum Advisor**

- Fliers have been distributed and the position should be filled after Spring Break.
- It was reported that the President's Cabinet recently reviewed discretionary reassigned time and has agreed to roll forward for Fall 1999 assignments for the Technical Review Chair and Curriculum Advisor. Once the committee on reassigned time is in place all discretionary assignments will be reviewed.
- It is understood that the Curriculum Advisor would have to apply again for the fall semester.

## **8.0 Information/Discussion**

### **1.0 CIC Report**

- New guidelines for the curriculum process are being developed
- Assistant Chancellor, Ken Fawson, will be having a workshop with Mesa's Discipline Deans to review their role/responsibilities in the curriculum process

### **2.0 Review of Curriculum Process – J. Ellis**

- Removed from agenda – Deferred to next meeting

### **3.0 Liberal Arts Option II – S. Newell**

- M/S/C C. Buck/S. Newell that in order to serve the students, the Mesa Curriculum Review Committee directs co-chair J. Ellis to submit the following request to the Academics Affairs Committee, for consideration.  

“That the San Diego Community College District develop a policy that provides the same exception as UCSD with regard to the foreign language requirement, for the Associate Degree.”
- Supporting documentation and information will be included in the request.
- S. Newell will attend the Academics Affairs Committee meeting to present the information.

### **4.0 Building Construction Technology Proposals – J. Ellis**

- Integrated course outlines for the parallel program, Electrical Apprenticeship were approved 12 months ago by the District.
- Mesa College has been asked by the District to be the originating college for the Building Construction Technology integrated course outlines.
- Consensus that Mesa's Curriculum Review Committee be responsible for the review of the alignment and proposals as submitted by the District.

M/S/C P. Chapman/P. Hjorth-Gustin to adjourn. The meeting was adjourned at 4:00 p.m.

Minutes approved by

Geraldine Perri and Jan Ellis, Co-Chairs

NEXT MEETING: April 15, 1999, Room A102, 2:00 p.m.