

APPROVED

**SAN DIEGO MESA COLLEGE
CURRICULUM REVIEW COMMITTEE**

Minutes

Thursday, April 1, 2004

Present: E. Armstrong, Y. Bergland (J. Pautler-Proxy), C. Buck, C. DuPraw, P. Fischer, S. Flor, K. Foster, D. Furrow, P. Gustin, L. Horsman, S. Newell, R. Olson, W. Tappen, K. Wong
Absent: D. Gergens(Sabbatical), A. Hoffman, O. Lee, J. Stamm(Sabbatical),
Guests: P. Christopher; L. Kaiser; E. Flourie

Minutes/Agenda

- * MSC P. Fischer/K. Foster to approve the revised agenda of April 1, 2004.
- * MSC W. Tappen/P. Fischer to approve the minutes of March 18, 2004.

Announcements

There were no announcements.

First Read Curriculum

- * MSC K. Foster/L. Horsman to submit **MUSI 130ABCD** (Deactivations) to CIC.
- * MSC K. Foster/P. Fischer to submit **BUSE 203** (Deactivation) to CIC.
- * MSC D. Furrow/S. Newell to submit **FREN 202**(Integration - Aligned) to Tech Review with A. Hoffman as liaison with the following comments:
 - Outline is basically in good shape
 - Recommended foreign language outline format has been utilized
- * MSC W. Tappen/K. Foster to submit **DENA 104 & 104L**(Division of lecture/lab components – Mesa only) to Tech Review with P. Fischer as liaison with the following comments:
 - Not open to students statement needed in description
 - DENA 104L corequisite
- * MSC J. Pautler/D. Furrow to submit **PHYE 258A & 258B** to Tech Review with K. Foster as liaison with the following comments:
 - More detail needed in description
 - Expand reading and writing assignments
- * MSC L. Horsman/P. Fischer to submit **PHYE 120** to Tech Review with S. Newell as liaison with the following comments:
 - More detail needed in description
 - Expand reading and writing assignments
- * MSC J. Pautler/K. Foster to submit **ARCH 103 & 104** new courses to Tech Review with L. Horsman as liaison with the following comments:
 - Check 103 & 104 number availability (Note: 103 & 104 have not been utilized previously)
 - ARCH 103 should be prerequisite for ARCH 104
 - Review expense/cost to department

- * MSC S. Newell/L. Horsman to move **DRAM 103, 132 & 133** aligned activations forward to CIC as the minor adjustments have been made.
- * MSC J. Pautler/C. DuPrav to submit **MATH 035** Distance Education to CIC.
- * MSC J. Pautler/W. Tappen to submit **CHEM 100** Distance Education to CIC.
- * MSC L. Horsman/J. Pautler to submit **BIOL 110 & 120** Distance Education to CIC with the following comment:
 - BIOL 110 & 120 are to be integrated within the next year
- * MSC L. Horsman/P. Fischer to submit **CHIC 230** activation/integration to CIC with the following comments:
 - Minor typos corrected
 - Addition of objective for terminology outcome
 - Review CurricUNET issue of CSU status
 - Complete CA Classification information
- * MSC P. Fischer/K. Foster to submit the **Computer Business Technology Program** to Tech Review with the following comments:
 - Courses listed as required for AS Degree and Certificate of Achievement but cannot be taken
 - Review combining similar Certificates of Completion
- * MSC J. Pautler/C. DuPrav to submit **Consumer and Nutrition Studies Program** to CIC with the following comment:
 - Revise added statement to: "A student may not continue in the program with an unsatisfactory grade (D,F) in *NUTR 391*."
- * MSC L. Horsman/C. DuPrav to submit **Interior Design Program** to CIC for the removal of the FIDER Accredited statement.

Technical Review Committee

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

- * **ARCH 103 & 104** – New Courses – Mesa only – L. Horsman(4/1/04)
- * **ARCH 137, 138, 139 & 140** – New Courses – Mesa only – L. Horsman(2/19/04)
- * ~~**BIOL 250** – Integration – W. Tappen (9/19/02)~~ To be returned to originator on 5/6/04
- * **CHIL 210** – Integration – Aligned – R. Olson(3/4/04)
- * **DENA 104 & 104L** – Divide lecture/lab components – Mesa only – P. Fischer(4/1/04)
- * **FREN 202** – Integration – Aligned – A. Hoffman(4/1/04)
- * **HIST 106** – Integration – Aligned - D. Furrow (2/6/03)
- * **PHYE 120** – Integration – Mesa only – S. Newell(4/1/04)
- * ~~**PHYE 159** – Integration – W. Tappen (10/3/02)~~ To be returned to originator on 5/6/04
- * **PHYE 258AB** – Integrations – Mesa only – K. Foster(4/1/04)
- * **PSYC 125 & 128** – Integrations – W. Tappen (10/4/03)
- * **Computer Business Technology Program** - Revisions - Mesa only (4/1/04)
- * 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 P. Fischer/L. Horsman to submit **ARTF 107** integration to CIC.
- * MSC C. Buck/L. Horsman to submit **HIST 132** activation/integration to CIC. (Note: CurricUNET will move **HIST 131** forward to CIC level on 4/5/04)
- * MSC J. Pautler/P. Fischer to submit **PHYE 132** integration to CIC.
- * MSC J. Pautler/C. DuPraw to submit **NUTR** integration to CIC.

City

- * **ARTG 100; PMBG 330; RTVC 200; TROL 304** proposals and the **Engineering Technology Mecomtronics Program** were reviewed without comment.
- * MSC K. Foster/W. Tappen to support aligned **ENGL 254** activation/integration.

Miramar

- * None.

Information/Discussion

- * P. Gustin received input from the committee on the procedure for Distance Ed and Deactivation proposals at Mesa.
 - Utilize the Instructional Website for separate tracking
 - Code Distance Ed and Deactivations with a distinct code
 - Contact S. Thyberg at CurricUNET for suggestions
 - Create a separate tracking in CurricUNET II
 - Distance Ed ISIS adjustments made after college level approval – FYI to CIC
- * L. Armstrong reported that the new list of courses to be integrated by Mesa remains at approximately 200. Integration will be a CRC focus in the Fall.
- * Two FLEX workshops for CurricUNET II training will be held on August 26, 2004. One will be for faculty inputting proposals and the other will be for committee reviewing screens. L. Horsman recommended that when the CRC notebooks are updated with the new CurricUNET II information the notebook be produced in CD form.
- * The written synopsis report handout of CIC actions for 3/25/04 was distributed.

Tech Review Items – Liaison, Originator and/or Dean

- * None
 - * MSC W. Tappen/L. Horsman to adjourn the meeting at 4:05 p.m.
- Minutes approved by

Elizabeth Armstrong and Paula Gustin, Co-Chairs
NEXT MEETING May 6, 2004 Room A102, 2:00 pm.