

APPROVED

**SAN DIEGO MESA COLLEGE
CURRICULUM REVIEW COMMITTEE**

APPROVED

Minutes

Thursday, May 5, 2005

Present:	E. Armstrong, Y. Bergland(proxy), P. Christopher(proxy), C. DuPraw(proxy), P. Fischer(proxy), S. Flor, K. Foster, M. Fritch(proxy), P. Gustin, D. Gergens(proxy), A. Hoffman(proxy), L. Kaiser(proxy), P. Liska, R. Olson, A. Saballet, K. Wong(proxy)
Absent:	J. Hudson, D. Furrow, L. Horsman, S. Newell, W. Tappen,
Guests:	M. Moore, S. Starbuck

Minutes/Agenda

- * MSC P. Liska/A. Saballet to approve the revised agenda of May 5, 2005.
- * MSC R. Olson/P. Liska to approve the minutes of April 21, 2005.

Announcements

- * P. Gustin welcomed members and guests.

First Read Curriculum

- * MSC R. Olson/A. Saballet to submit **INTE 200** integration Mesa only proposal to CIC with adjustments made by M. Moore during the meeting.
- * MSC R. Olson/A. Saballet to submit **EDTC 199** deactivation to CIC.
- * MSC P. Liska/A. Saballet to submit **ENGL 245 & 247** course revision aligned proposals to CIC after minor adjustments are made by S. Starbuck.
- * MSC R. Olson/A. Saballet to submit **ACCT 125 & 135** integration proposals to Tech Review with A. Saballet as the liaison.
- * Consensus by the committee to have P. Liska to submit **PHYN 120** to UCSD, CSU & IGETC articulation.

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)
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- * 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/ A. Saballet to submit **DENA 103 & 103L** to CIC.

City

- * **PHOT 232** and **CHIL 265H** were reviewed without comment.
- * Consensus of the committee to support **PHYE 157** new course.

Miramar

- * No items were submitted.

Information/Discussion

- * P. Gustin informed members that a draft procedure and timeline for utilizing CurricUNET for State approval submissions was distributed at CIC with a request for feedback. CIC continues to discuss the six-year review process and incorporating it into CurricUNET.
- * CIC's hold on the new course proposal CISC 182 due to transfer issues is being reviewed and E. Armstrong and P. Gustin will submit additional information to CIC members at the May 12 CIC meeting.
- * E. Armstrong reviewed the CIC handout on Equivalency vs Limitation on Enrollment which was created by L. Neault. This handout will be reviewed again at the September 1 CurricUNET & Member Update Workshop.
- * P. Gustin and E. Armstrong informed the committee that Mesa's remaining courses listed on the Status – CurricUNET version 1 Courses handout were all now at the CIC level and there should not be any problem for Mesa when CurricUNET 1 is shut down.
- * The SDCCD Curriculum Updating Project (Integration of Courses) shows Mesa as having 161 Mesa only courses to be integrated but it was noted that other courses will be continue to be added as courses become out-of-date and need integration.
- * E. Armstrong cautioned the committee to delay and not approve program deactivations until the new and/or revised program has had state chancellor's approval.
- * P. Gustin updated members on the joint CIC/SSC meeting held in the morning. The posting of Certificates of Completion on student transcripts was discussed and E. Armstrong informed the committee that Top Codes had been assigned to Mesa Certificates of Completion when the Sixth Edition of TOP codes were being assigned last fall.
- * Currently some textbooks that utilize alternate media do not meet accessibility standards for all students. This has become a financial challenge to the District and a subcommittee was formed to address the issue.
- * E. Armstrong informed the committee that currently the District does not have a policy regarding grade challenges and in reviewing the current grade challenge procedure there is a great need for revision and improvement.
- * MSC A. Saballet/K. Foster to adjourn the meeting at 3:20 p.m.

Minutes approved by

Elizabeth Armstrong and Paula Gustin, Co-Chairs

NEXT MEETING May 19, 2005 Room LRC 229, 2:00 pm.