

**APPROVED**

**SAN DIEGO MESA COLLEGE  
CURRICULUM REVIEW COMMITTEE**

**Minutes**

Thursday, September 30, 2004

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<b>Present:</b>	<b>E. Armstrong(Proxy), Y. Bergland(Proxy), C. Buck, C. DuPraw, P. Fischer(Proxy), S. Flor, M. Fritch, D. Furrow(Proxy), P. Gustin, A. Hoffman, L. Horsman, R. Olson, K. Owen, K. Wong</b>
<b>Excused:</b>	<b>S. Newell,</b>
<b>Absent:</b>	<b>K. Foster, D. Gergens, J. Stamm, W. Tappen,</b>
<b>Guests:</b>	<b>P. Christopher, M. Gratton, L. Kaiser, J. Pautler</b>

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**Minutes/Agenda**

- \* MSC L. Horsman/A. Hoffman to approve the agenda of September 30, 2004.
- \* MSC M. Fritch/C. Buck to approve the minutes of September 16, 2004.

**Announcements**

M. Gratton commended committee members for their commitment and dedication in providing Mesa's students with enhanced and up-to-date curriculum.

**First Read Curriculum**

- \* MSC L. Horsman/K. Owen to submit **HEIT 105** to Tech Review with Y. Bergland as liaison with the following comments:
  - Review that content has been decreased to substantiate the decrease in units
  - Review Student Learning Outcome #1 for clarity
  - Review Student Learning Outcome #10 for clarity
  - List more textbooks if possible
- \* MSC C. DuPraw/C. Buck to submit **HEIT 155C** to Tech Review with Y. Bergland as liaison with the following comments:
  - Review that content has been increased to substantiate the increase in units
  - Lack of enrollment restrictions is okay for this course
  - Add advisory to match reading & writing assignments' content
  - Outline Section 1. i - review "See/see also"
- \* MSC C. Buck/L. Horsman to submit **PSYC 262** to Tech Review with A. Hoffman as liaison with the following comments:
  - In CR report review Extraordinary Cost and clarify P128
  - In CR adjust starting date to 054
  - Review description for redundancy
  - Review target audience statement
  - Review the word "intersection" in description (interrelationship suggested)
  - Review critical thinking assignments to match SLOs
  - Review outside assignments to make them more specific to match SLOs
  - Update textbooks

## Technical Review Committee

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

- \* **BIOL 250** – Integration - W. Tappen (2/20/03)
- \* **BIOL 120 & 255** – Integrations - D. Gergens (9/16/04)
- \* **ENGL 064** – Integration (UCSD Course) – Mesa only – A. Hoffman (5/20/04)
- \* **MUSI 209** – New Course – Mesa only – K. Foster (9/16/04)
- \* **PHIL 125** – Integration – Aligned – D. Furrow (5/6/04)
- \* **PSYC 125 & 128** – Integrations – W. Tappen (10/4/03)
- \* **SPAN 215** – New Course – K. Foster (9/16/04)
- \* 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 C. Buck/C. DuPraw to submit **HEIT 261** to CIC after minor typos have been corrected.
- \* MSC L. Horsman/M. Fritch to submit **HEIT 262** to CIC after minor adjustments to FTEF and colon usage in description (such as **the following:** ) is corrected.
- \* MSC C. Buck/L. Horsman to submit **PHYR 134** to CIC after review of SLO # 4 usage of “implement”.
- \* MSC A. Hoffman/M. Fritch to submit **PHYR 135** to CIC after review by P. Gustin.

## City

- \* **ACCT 128A & 128B** and **ENGE 050** were reviewed without comment.

## Miramar

- \* MSC M. Fritch/C. DuPraw to table **ACCT 120 & 150** – aligned revisions – to allow Mesa faculty to review and make recommendations.
- \* MSC S. Flor/L. Horsman to submit **ARTF 210B** – aligned integration – to CIC after verification with K. Foster that her recommendations have been included in the outline and with a target audience added to the description.
- \* MSC L. Horsman/C. DuPraw to submit **BIOL 231** – aligned integration – to CIC with a target audience added to the description.
- \* MSC C. Buck/L. Horsman to submit **MUSI 205B** – aligned integration – to CIC.
- \* **ARTF 220B & 220C; BUSE 201; ENGL 230; ARTG 106, 124 & 125; FIPT 104, 105, 107, 109, 138, 361 & 381; LEGL 120; and LERG 051, 052 & 053** were reviewed without comment.

## Information/Discussion

- \* P. Gustin reported that CIC has instigated an emergency approval procedure for special topics, distance ed and activation proposals. This procedure will benefit the colleges by assisting colleges in meeting deadlines for advertising classes but it will mean that closer CRC scrutiny will be necessary when reviewing other college’s proposals.

- \* P. Gustin requested that committee members continue to bring CurricUNET issues to her so she can take them forward to the CIC's CurricUNET Task Force Committee
- \* P. Gustin reminded the committee of the Integrating Course Outlines Workshops that will be held on October 1 and October 29 in the LRC room 229 from 10:00am to 2:00pm. She requested that committee members promote the workshops and attend if possible to assist originators.
- \* The CIC actions synopsis report for 9/23/04 was distributed.
- \* Due to the accreditation team being on campus October 6 the next CRC meeting will be held on September 30.

**Tech Review Items – Liaison, Originator and/or Dean**

- \* None
- \* MSC L. Horsman/A. Hoffman to adjourn the meeting at 3:10 p.m.

Minutes approved by

Elizabeth Armstrong and Paula Gustin, Co-Chairs

NEXT MEETING October 21, 2004 Room A102, 2:00 pm.