

**SAN DIEGO MESA COLLEGE  
CURRICULUM REVIEW SUBCOMMITTEE**

**APPROVED**

Minutes

Thursday, October 19, 2017

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Present: P. Gustin (Proxy for D. Rogers), T. Recalde (Proxy for A. MacNeill), J.U. Bernal, M. Cox, C. Kalck, C. Kinney (Proxy for J. Chagnon), A. Hoffman (Proxy for W. Smith), L. Horsman, J. Parker, J. Estep, E. Helscher, A. Saballett, E. Ball, A. Svedberg  
Absent: T. McGrath (Excused), A. MacNeill (Excused), D. Rogers (Excused), W. Smith (Excused), J. Chagnon (Excused), T. Chitcharoen  
Guests: None

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Welcome/Announcements

- \* P. Gustin welcomed members and announced L. Shimazaki will no longer be on the committee as she was needed on another committee.

Minutes/Agenda

- \* MSC A. Saballett/A. Hoffman to approve the revised October 19, 2017 agenda.
- \* MSC C. Kinney/M. Cox to approve the October 5, 2017 minutes.

Information

- \* CIC Phase II Board Policies and Administrative Procedures – Handout/Vote
  - MSC L. Horsman/A. Saballett to support the CIC Phase II Board Policies and Administrative Procedures.
- \* Recommended Electives – Discussion
  - Tabled
- \* CSU EO 1100 – Handout/Discussion
  - J. Parker will keep the committee informed as more information on changes to the CSU's General Education Breadth Requirements becomes available.
  - The dropping of the intermediate algebra prerequisite will impact many of Mesa's Math courses.
- \* CIC Discipline Deans – Update
  - P. Gustin indicated District Discipline Deans should be notified when a major curriculum change is being made that affects all three campuses.
  - The Discipline Dean coordinates information and discussion of aligned curriculum changes and assists in resolving any conflicts that may occur.
  - A new list of District Discipline Deans should soon be available from S. Hess.
- \* CIC's LMI Form – Update
  - The Center of Excellence report is used by both Region X and the State inventory for Career Technical programs' Labor Market Information (LMI).
  - CIC is looking into adjusting their LMI form to allow faculty to utilize the Center of Excellence report information in filling out CIC's LMI form.
- \* CurricUNET Defaulting – Update
  - P. Gustin reported the request to facilitate proposals' movement in CurricUNET by changing the defaulting movement is being discussed at chair's level.
  - CIC's CurricUNET Steering Committee reported Governet is not been able to keep up with the number of requests for adjustments to CurricUNET.

- Replacing CurricUNET with another program at this time is not an option.
- \* CTE/Region X Curriculum Review Process
  - It was noted the Center of Excellence report is the main LMI documentation needed for Region X but several other options are available.
  - A. Svedberg reported assistance is available for obtaining LMI documentation and submitting CTE programs to Region X for review.
  - T. Recalde and D. Brown are available to assist with programs within their schools.
  - M. Romero is available to assist CTE programs from other schools.
- \* Conversion to ELAC
  - P. Gustin informed the committee CIC approved the change from the ESOL designator to the new ELAC (English Language Acquisition) designator.
  - Due to the numerous courses and programs affected by this change the committee will see the ESOL-ELAC on agenda items to designate the change is being made to accommodate this designator change.

### Committee Level Curriculum

#### New Items for Review

- \* MSC C. Kalck/L. Horsman to submit Mesa only proposals for **ARCH 103(104), ARCH 141** revisions; **ARCH 251** deactivation; **ARCH Design AS & ARCH Technician AS** revisions; and **GISG AS** revision to CIC.
- \* MSC A. Hoffman/T. Recalde to submit Mesa only proposals for **ENGE 116** reactivation/integration; **ENGE 151** revision; **ENGE 240** deactivation; **ENGE CA & AS** revisions; and **ENGE Liberal Arts & Sciences AA** revision to CIC.
- \* MSC A. Saballett/L. Horsman to submit **HOSP 111, HOSP 115, HOSP 150, HOSP 160, HOSP 165, HOSP 185** Mesa only distance learning to CIC.
- \* MSC A. Hoffman/L. Horsman to submit **JOUR 204** Mesa only revision to CIC.
- \* The **ENGL ADT & ENGL Liberal Arts AA** Mesa only revisions were placed on hold by the originator.
- \* MSC M. Cox/A. Hoffman to submit **PHIL Liberal Arts & Sciences AA** Mesa only revision to CIC.

#### 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 is waiting for Mesa to resubmit after the 12/5/2016 state requested changes have been completed.
- \* The Journalism AA-T revision is waiting for Mesa to resubmit after the 8/24/2016 state requested changes have been resolved.
- \* 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.

## City

- \* MSC L. Horsman/E. Helscher to support **ACCT 120** aligned revision.
- \* MSC C. Kinney/A. Hoffman to support **ENGL 047A, ENGL 202, & ENGL 240** aligned revisions for ELAC.
- \* MSC L. Horsman/A. Saballett to support **Math 034A** aligned revision for ELAC.
- \* MSC A. Hoffman/L. Horsman to approve Mesa's activation of **ENGL 237** and request the activation be added to City's revision proposal.
- \* The proposals for ARTG 225, ESOL deactivations and the ADV Manufacturing Certificate of Performance revision were reviewed without comment.

## Miramar

- \* MSC C. Kinney/A. Hoffman to support **BUSE 205** revision and to approve and request Mesa's activation of BUSE 205 be included in the revision proposal.
- \* MSC E. Helscher/T. Recalde to support **CHEM 200** distance learning for Miramar.
- \* MSC C. Kinney/L. Horsman to support **CISC 071** reactivation/revision/distance learning for Miramar.
- \* The proposals for BIOL 200, BUSE 158ABCD deactivations, COMS 099 revision, CBTE Admin Assist CA & AS, MUSI Audio Prod CA & AS, CBTE Website Designer CP revisions were reviewed without comment.

## Committees/Discussion/Handouts

- \* CIC – No Report
- \* The CIC 10/12/2017 summary was emailed to members.
- \* MSC A. Hoffman/A. Saballett to adjourn at 3:45 pm.

Minutes approved by

Tim McGrath and Paula Gustin, Co-Chairs

Next Meeting: Nov. 2, 2017 at 2:15 pm MS 202