

APPROVED

**SAN DIEGO MESA COLLEGE
CURRICULUM REVIEW COMMITTEE**

Minutes

Thursday, October 21, 2004

Present: E. Armstrong(Proxy), Y. Bergland, C. Buck, C. DuPraw, P. Fischer, K. Foster, D. Furrow, D. Gergens, P. Gustin, J. Hudson, J. Stamm, W. Tappen, R. Olson, K. Owen, K. Wong
Excused: S. Newell,
Absent: S. Flor, M. Fritch, A. Hoffman, L. Horsman,
Guests: R. Fremland, G. Merx

Minutes/Agenda

- * MSC C. Buck/Y. Bergland to approve the agenda of October 21, 2004.
- * MSC Y. Bergland/K. Foster to approve the minutes of September 30, 2004.

Announcements

P. Gustin introduced the new student representative committee member, J. Hudson.

First Read Curriculum

- * MSC K. Foster/C. Buck to submit **CHEM 255** to Tech Review with W. Tappen as liaison with the following comments:
 - In CR report list as both Vocational and Transfer/Vocational
 - Adjust starting semester to 054
 - Review description for target audience and usage of “survey” in last sentence
 - Review if proposal acceptable as a 6-year review
 - Review Reading Assignments #2 and clarify textbooks
 - Delete duplicate language
 - Review Student Learning Outcome #7 for acronyms
 - In CR report list as both Occupational and Transfer/Occupational
- * MSC C. Buck/K. Foster to submit **CISC 193** to Tech Review with D. Gergens as liaison with the following comments:
 - Add target audience
 - Remove instructional methods from description
 - Review CR analysis data points C (Transfer) & G (Cost)
 - Complete CR Top Code/Sam Code
 - Adjust CR to start semester 054
 - Review CR Distance Ed for Miramar – Mesa only outline
 - Review comments – City requests activation of proposal
- * MSC Y. Bergland/C. Buck to submit CurricUNET 2 Distance Ed only proposals - **ACCT 150, BUSE 100, 101, 119, 150, and ECON 120 & 121** to CIC with P. Gustin to ensure that the CR Section III points D. List of Techniques: and E. How to Evaluate Students for Achieved Outcomes are completed.

Technical Review Committee

The following proposals are in Tech Review. The specified liaison and date submitted to Tech Review are 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)
- * **HEIT 105** – Revision – Mesa only – Y. Bergland (9/30/04)
- * **HEIT 155C** – Revision – Mesa only – Y. Bergland (9/30/04)
- * **MUSI 209** – New Course – Mesa only – K. Foster (9/16/04)
- * **PSYC 125 & 128** – Integrations – Mesa only - W. Tappen (10/4/03)
- * **PSYC 262** – Integration - – Mesa only – A. Hoffman (9/16/04)
- * **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/P. Fischer to submit **PHIL 125** to CIC after starting semester adjusted to 054 and Top Code/Sam Code are reviewed.

City

- * **JOUR 200** - activation was reviewed without comment.

Miramar

- * MSC Y. Bergland/K. Foster to support **ACCT 120 & 150** – aligned revisions – with the comment that ACCT 150 needs a target audience and to review the usage of the Excel program in the outline.
- * MSC P. Fischer/Y. Bergland to table **PSYC 245** – aligned integration – to allow Mesa faculty to review and make recommendations.
- * **FIPT 250; CBTE 114** (Dist Ed); **MATH 041 & 118A, PHYN 120, and PHYS 195B**, (Activations only) were reviewed without comment.

Information/Discussion

- * P. Gustin reported that CIC will be holding its October 28 meeting at Mesa in A102. She requested that members begin considering ways to facilitate the 6-year reviews.
- * P. Gustin reminded the committee of the Integrating Course Outlines Workshop that will be held on October 29 in the LRC room 229 from 10:00 am to 2:00 pm. She reported that while there was a small turnout of originators at the October 1 workshop it was successful and productive. There was a good representation of CRC members and this facilitated the inputting and overcoming of some CurricUNET 2 anomalies. P. Gustin requested that as many committee members as possible participate in the October 29 workshop and to let Y. Bergland know as lunch is being provided.

- * P. Gustin reported that E. Armstrong is currently looking into funding to facilitate course integrations as Mesa still has approximately 160 courses assigned to integrate. P. Gustin would appreciate members input to assist in formulating a strategy that would even out the integration over a period of time and/or colleges. Incorporating integration into the 3-year and 6-year program reviews was suggested.
- * C. Buck informed the committee that the most up-to-date Flash and Java programs are required in order to have CurricUNET 2 work properly. P. Gustin will present this issue to E. Armstrong for resolution.
- * The CIC actions synopsis report for 10/14/04 was distributed.

Tech Review Items – Liaison, Originator and/or Dean

- * None
 - * MSC P. Fischer/K. Foster to adjourn the meeting at 3:30 p.m.
- Minutes approved by

Elizabeth Armstrong and Paula Gustin, Co-Chairs
NEXT MEETING November 4, 2004 Room A102, 2:00 pm.