

**Minutes**

Thursday, December 4, 2003

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**Present:** E. Armstrong, Y. Bergland (Proxy), C. Buck, P. Fischer, K. Foster, D. Furrow, P. Gustin, D. Gergens, A. Hoffman, S. Newell, R. Olson, E. Richards(Proxy),  
**Absent:** C. DuPraw, L. Horsman, O. Lee, J. Stamm, W. Tappen  
**Guests:** J. Pautler

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**Minutes/Agenda**

- \* MSC K. Foster/P. Fischer to approve the agenda of December 4, 2003.
- \* MSC K. Foster/ P. Fischer to approve the minutes of November 20, 2003.

**Announcements**

No announcements were made.

**First Read Curriculum**

- \* MSC P. Fischer/K. Foster to submit the **ASTR 109** to Tech Review with R. Olson as liaison with the following comment.
  - Textbooks might need to be updated
- \* MSC C. Buck/K. Foster to submit Mesa's **Program Change: Physical Sciences** to CIC with the following comments.
  - Adjust the Chem Tech Certificate total units to 28
  - Recommend to CIC that the Chem Tech Certificate be placed separately in the college catalog and not reside within the Physical Sciences Program

**Technical Review Committee**

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

- \* **ANHL 250** - Integration - Aligned – S. Newell (5/15/03)
- \* **ARCH 105, 106 & 107** – Integrations – Mesa only – D. Gergens; L. Horsman (11/21/02)(2/20/03)
- \* **ARTF 265A** – New Course – Mesa only –O. Lee (5/1/03)
- \* **BIOL 250** – Integration - W. Tappen (9/19/02)
- \* **HIST 100, 101, 105, & 106**– Integrations – D. Furrow (9/19/02)(2/6/03)
- \* **HIST 132** – New Course – D. Furrow (11/20/03)
- \* **JOUR 202** – New Course – Mesa only – W. Tappen (11/20/03)
- \* **PHYE 132** – Integration – Aligned – D. Gergens (10/17/02)
- \* **PHYE 159**– Integration – W. Tappen (10/3/02)
- \* **PSYC 125 & 128** – Integrations – E. Richards (10/4/03)
- \* **RUSS 102** – Integration – Mesa only – A. Hoffman (11/6/03)
- \* MSC K. Foster/C. Buck that proposals still in Tech Review after 12 months from date entered will be reviewed and then returned to the originator.

- \* P. Gustin will research as to what happens to proposals in CurricUNET when the Chair submits a return to originator response.
- \* MSC P. Fischer/C. Buck for P. Gustin to contact liaison, appropriate department chair and originator so **BIOL 250**, **PHYE 132** and **PHYE 159** proposals can be returned to originators if the proposals are not ready for second read by the Feb. 5 meeting.

## Second Read Curriculum

- \* MSC S. Newell/C. Buck to fast track **AMSL 115** and have a virtual vote to submit **AMSL 115, 116, 215 & 216** new courses to CIC after notifying P. Gustin when all of the courses and corrections have been made in CurricUNET.
- \* MSC P. Fischer/C. Buck to submit **ARTF 195AB; 196 & 197AB** integrations to CIC.
- \* MSC C. Buck/S. Newell to submit **ARTF 120** integration to CIC after notifying P. Gustin that the minor title adjustment has been made.
- \* MSC K. Foster/P. Fischer to have a virtual vote to submit **CHIC 141A** to CIC after liaison has formatted the outline, included a target audience, included the American Institution statement and has had the completed outline approved by originator.

## City

- \* None

## Miramar

- \* MSC K. Foster/C. Buck that **CHIL 291** be further reviewed at CIC with the following comments.
  - Variable units/Repeatability not defined in outline
  - Recommend more objectives

## Information/Discussion

- \* P. Gustin reported no CIC report was available as CIC did not meet during the Thanksgiving Holiday.
- \* E. Armstrong informed the committee that the Deans and Chairs are continuing to integrate courses using 70/30 information. E. Armstrong will take to CIC the committee's concerns regarding the lack of the Technical Writer resource for proposal originators.
- \* P. Gustin distributed an email regarding the revision of Top Codes. K. Foster will review Mesa's top codes and take recommendations to the Dec.10 Dean's meeting for submission to Charlie Klein by the Dec. 15 deadline.
- \* P. Gustin will take Miramar's concern regarding Distance Learning/Compliance with 508, American Disabilities Act to the Academic Senate and request that a DSPS faculty member be placed on the curriculum committee.

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

- \* None
  - \* MSC D. Gergens/ K. Foster to adjourn the meeting at 4:00 p.m.
- Minutes approved by

Elizabeth Armstrong and Paula Gustin, Co-Chairs  
 NEXT MEETING February 5, 2004 Room A102, 2:00 pm.