

SAN DIEGO MESA COLLEGE CURRICULUM REVIEW COMMITTEE

Minutes

Thursday, November 17, 2005

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| Present: | J. Crocitti, S. Flor, D. Gergens, P. Gustin(Proxy for C. DuPraw), A. Hoffman, L. Horsman, L. Kaiser, O. Lee(Proxy for E. Armstrong, Y. Bergland, K. Foster), S. Newell, J. Parker, S. Ramirez, A. Saballett, W. Tappen, K. Wong, |
| Absent: | E. Armstrong, Y. Bergland, P. Christopher, C. DuPraw, K. Foster, R. Olson, |
| Guests: | D. Soares, L. Anderson |

Minutes/Agenda

- * MSC S. Newell/A. Hoffman to approve the revised agenda of November 17, 2005.
- * MSC S. Flor/A. Hoffman to approve the minutes of November 3, 2005.

Announcements

- * P. Gustin welcomed D. Soares (Teacher's Education Program) and L. Anderson (City College Articulation Officer).
- * P. Gustin commented on the positive response by originators to the early assistance of reviewing proposals. As the management of the prelaunch reviews is being developed and adjusted several areas of concern have become apparent. P. Gustin noted that while CurricUNET does cause some delay in the proposal approval process the originators themselves are also delaying their proposals when they are not able to follow-up quickly on making the prelaunch review committee changes. To assist in the ability of originators to make changes quicker it was requested that prelaunch review committee members review their assigned proposals and bring written comments to the meeting so these comments can be given to originators who cannot make the adjustments immediately at the meeting. P. Gustin also noted there is a possibility that these changes – with the consent of the originator – could be made utilizing classified staff to do the actual inputting of changes from the written comments.

Prelaunch Proposal Reports

- * S. Newell reported on the status of proposals reviewed at the prelaunch level and will send out an electronic file report to members.

First Read Curriculum

- * MSC S. Newell/J. Crocitti to submit **PHYE 200 & 201** aligned revision proposals to CIC.
- * MSC A. Saballett/S. Newell to submit **EDUC 270** deactivation Mesa only proposal to CIC. D. Soares informed the committee EDUC 270 is no longer needed for the Teacher's Education Program and should be deactivated by Mesa.
- * MSC K. Wong/W. Tappen to submit **INTE 105** a Mesa only revision to CIC.
- * MSC J. Crocitti/O. Lee to submit **MATH 119** a Mesa only Distance Learning revision to CIC. After discussion of the adjustment to the necessity of on-campus meetings for online courses for final testing evaluations the consensus of the committee was to allow CIC and SDCCD Online to address this issue.
- * MSC O. Lee/K. Wong to submit **REAL 101** a Distance Learning Mesa only proposal to CIC.

Technical Review Committee

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

- * **PHYS 195 & 197**(old **195A & 195C**) – Revision/Units – Aligned – W. Tappen – (9/15/05)

Second Read Curriculum

- * MSC J. Crocitti/L. Horsman to submit **AMSL 104** aligned integration to CIC with the comment that S. Newell will review the transfer requests, writing assignments and outline of topics prior to submission.

City

- * MSC W. Tappen/A. Saballet to support **PHYE 165** an aligned discipline new course proposal.

Miramar

- * None

Information/Discussion

- * P. Gustin reported E. Armstrong will be providing a draft of categories (fully online, online hybrids, web-enhanced, etc.) for courses utilizing web instruction to CIC so these categories can be included in class schedules. This will assist students in being aware of the type of technology they will be encountering in courses.
- * P. Gustin informed the committee the activation of a course does not include transfer and/or IGETC of the course to the activating college. Each college is responsible for requesting its own articulation agreements.
- * The CurricUNET Steering Committee's meeting was canceled so no report was given.
- * J. Parker informed the committee that she attended the New Articulation Officer Training provided by the System Office of California Community Colleges this week. During the training, the University of California announced that there will be a review of all English courses. Once she receives formal notification from the University of California, she will notify all appropriate Mesa personnel and will assist them as necessary. If committee members hear of any course changes at other colleges that may affect Mesa's articulation with them she requested that she be informed so the information can be verified and the necessary articulation steps be taken. She is currently reviewing Mesa's usage of course numbers, particularly within vocational programs, in relation to level of transferability to assist Mesa in providing students and other institutions accurate information.
- * The CIC action summary handout for 11/10/05 was distributed.
- * MSC W. Tappen/D. Gergens to adjourn the meeting at 3:10 pm.

Minutes approved by

Elizabeth Armstrong and Paula Gustin, Co-Chairs

NEXT MEETING December 1, 2005 Room LRC 229, 2:00 pm.