

**SAN DIEGO MESA COLLEGE  
CURRICULUM REVIEW COMMITTEE**

Minutes

Thursday, May 18, 2006

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

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**Minutes/Agenda**

- \* MSC S. Newell/C. DuPraw to approve the agenda of May 18, 2006.
- \* MSC Y. Bergland/S. Newell to approve the minutes of May 4, 2006.

**Welcome/Announcements**

- \* P. Gustin welcomed members and gave an update on the pilot program workshops that were held in May. A training session for committee members will be conducted during the September 7 meeting. Although the workshops' emphasis was on catalog cleanup many departments found that program revisions are needed as well. E. Armstrong stated that a goal for next year is to work with program changes/revisions heavily during the fall semester so changes can meet CIC's deadline of February 15, 2007 and be reflected in the 2007-08 catalog if only minor adjustments are being made. E. Armstrong noted that the Culinary Arts/Culinary Management; Hotel Management; and Destination and Event Management programs were sent for state approval approximately six weeks ago and that she still has not heard if they have been approved and can be placed into the 2006-04 catalog. (Good news! Shortly after this meeting ended E. Armstrong received information from the state chancellor's office approving these programs.)

**Prelaunch Level Items**

- \* The **ENGE 116** Mesa only course continues to remain at this level.
- \* The aligned revision of **POLI 101** was discussed as the GE pattern for articulation is complex and will be researched prior to the proposed revisions being made in CurricUNET.
- \* The **AMSL, DENA, HEIT** and **PHYR** Programs are currently in CurricUNET for catalog cleanup and should be ready for the September 7 meeting.

**First Read Curriculum**

- \* The originator has requested that **CISC 183(TR)** a new Mesa only course be tabled until September 7.
- \* MSC K. Foster/C. DuPraw to submit **CONF 110** Distance Learning to CIC after minor change are made.
- \* MSC Y. Bergland/K. Foster submit **LATI 101, 102, & 201** Mesa only revisions/6-Yr Review proposals to Tech Review.
- \* MSC K. Wong/K. Foster to submit **DRAM 151** Distance Learning proposal to CIC.
- \* MSC A. Saballett/S. Newell to submit **ARCH 215** Mesa only deactivation to CIC.

## Second Read Curriculum

- \* The **DENA 102** Mesa only integration will remain on hold as changes have not yet been completed.
- \* MSC K. Wong/C. DuPraw to submit **HEIT 040** (050) Mesa only new course to CIC.

## City

- \* **ENGN 120 & 122; PIPF 304, 308, 310, 314, 318, 322 & 324; PMBG 301, 305, 307, 309, 317, 319, 321, 323, 325, 327, 329, 335, 337 & 339** were reviewed without comment.

## Miramar

- \* **ADJU 157AB, 325, 326, 328, 329, 331, 336, 338, 339, 352, 356D & 362; FIPT 200B** were reviewed without comment.

## Information/Discussion

- \* E. Armstrong expressed appreciation for the progress that Mesa has been made in the SDCCD Curriculum Updating Project by lowering the number of courses from approximately 200 to 129. And once the new Hospitality umbrella of courses are approved at the state level this number will be even lower.
- \* E. Armstrong commended J. Parker and the other articulation officers for their exemplarity work on producing the Physic Courses Implementation Plan and that the Physic courses are currently on target. E. Armstrong recommended this plan be a model for similar changes to assist in being proactive rather than reactive when this type of revision to courses is necessary. P. Gustin suggested the plan be discussed with originators early on so originators are aware of the ramifications of this type of revisions prior to inputting them into CurricUNET.
- \* The CIC 2006-2007 calendar should be available after their May 25 meeting. CIC will have an August 24 meeting to optimize facilitation of proposals currently at the CIC level of approval.
- \* E. Armstrong informed the committee CIC is currently discussing two possible Title V changes the State Academic Senate is moving towards.
  - The requirement of distance education approval for hybrid sections. CIC would like to be proactive and implement this process now.
    - MSC A. Saballett/K. Foster to support the requirement of distance education approval prior to offering hybrid sections.
  - The requirement of course sections offered for less than six weeks have curriculum approval. If this is implemented it has been suggested that a list of sections that will be offered for less than six weeks be compiled by each college and approved each semester.
- \* P. Gustin informed the committee that the May 18 CurricUNET Steering Committee was cancelled but she is continuing to emphasize to CIC that catalog reference changes should be made via CurricUNET and/or at the District level – not by the individual colleges. E. Armstrong expressed gratitude and applauded P. Gustin for the exceptional job she is doing on the Steering Committee. E. Armstrong informed the committee that P. Gustin's positive attitude and thoughtful persistence has enhanced the CurricUNET system immensely. J. Parker thanked P. Gustin for her perseverance in attempting to find an improved method of keeping the college catalog up-to-date and accurate.

- \* P. Gustin will email committee members the CRC Yearly Report to Academic Senate handout. E. Armstrong commended the report and that it should be utilized as a model when preparing reports.
- \* J. Parker informed the committee that in the fall there will be workshops on articulation issues and these will be listed on the website. J. Parker thanked the committee for their assistance in articulation issues that have occurred during this past year.
- \* E. Armstrong thanked J. Parker for addressing Mesa's articulation challenges and interaction with City and Miramar's articulation officers in implementing resolutions to the benefit of Mesa College.
- \* P. Gustin thanked S. Newell for her dedication and contributions to CRC and to the Tech Review process.
- \* E. Armstrong thanked P. Gustin for her leadership at CRC meetings and implementation of workshops to facilitate proposals and programs inputting into CurricUNET.
- \* E. Armstrong also thanked Y. Bergland for her leadership and S. Newell and K. Foster for their participation in Tech Review meetings and review.
- \* The approved 2006-2007 CRC Calendar was distributed with the notation the September 7 meeting is during the first week of the fall semester.
- \* The CIC Action Summary Handout for 5/11/06 was distributed.
- \* MSC L. Horsman/S. Newell to adjourn the meeting at 3:30 pm.

Minutes approved by

Elizabeth Armstrong and Paula Gustin, Co-Chairs  
NEXT MEETING September 7, 2006 Room A102, 2:00 pm.