

# SAN DIEGO MESA COLLEGE CURRICULUM REVIEW COMMITTEE

## Minutes

Thursday, September 7, 2006

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<b>Present:</b>	E. Armstrong, Y. Bergland, P. Christopher, J. Crocitti, C. DuPraw, S. Flor, D. Gergens , P. Gustin, L. Kaiser, S. Narayanan, S. Newell, R. Olson, J. Parker, A. Saballett, W. Tappen, K. Wong,
<b>Absent:</b>	J. Blake, A. Hoffman, L. Horsman, K. Foster,
<b>Guests:</b>	J. Halcott, M. Parsons

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### Minutes/Agenda

- \* MSC A. Saballett/S. Newell to approve the agenda of September 7, 2006.
- \* MSC S. Newell/J. Parker to approve the minutes of May 18, 2006.

### Welcome/Announcements

- \* P. Gustin welcomed everyone and self-introductions were made.
- \* P. Gustin requested that new members meet with her to review CRC member responsibilities. The membership list for 2006-07 is being updated and will be distributed at the September 18 meeting as well as posted to the CRC website.

### Prelaunch Level Items

- \* The **ENGE 116** Mesa only course will remain on the CRC agenda as a Second Read(TR) item as the originator continues to work on it..
- \* The **AMSL**, **DENA**, **HEIT** and **PHYR** Programs will be reviewed as they become available.
- \* J. Halcott was present to discuss the AMSL program and shared with the committee some of the college catalog challenges that have been faced by the AMSL program. E. Armstrong, Dean Fritch, P. Gustin and J. Halcott will meet at a later date to discuss these challenges.

### First Read Curriculum

- \* The originator has requested that **CISC 183**(TR) a new Mesa only course be tabled until further notice.
- \* MSC Y. Bergland/A. Saballett to submit **CBTE 120AB, 130, 132 & 163** deactivations to CIC.
- \* P. Gustin and E. Armstrong will review with CIC the procedure on removing deactivations from the college catalog.
- \* E. Armstrong recommended that the Office of Instruction review future deactivation proposals' Program Impact (PI) report prior to submitting proposals to CRC.
- \* MSC Y. Bergland/A. Saballett to submit **CHIL 141** Distance Learning proposal to CIC after minor corrections are made.
- \* MSC A. Saballett/ Y. Bergland to submit **CHIC 141A** and **CHIC 141B** Distance Learning proposals to CIC after minor corrections are made.
- \* MSC Y. Bergland/W. Tappen to submit **MATH 116** Distance Learning proposal to CIC after minor corrections are made.

## Second Read Curriculum

- \* MSC A. Saballett/S. Flor to submit **DENA 102** Mesa only integration to CIC after requested adjustments have been made by originator.
- \* MSC A. Saballett/S. Flor to submit **LATI 101, 102 & 201** 6-Yr Review year proposals to CIC.

## City

- \* **CISC 193 & CISC 210** were not available to be reviewed as these proposals had been expatiated and approved by CIC on 5/25/06.
- \* MSC o support **DRAM 107** a new course within an aligned discipline.
- \* **MUSI 230C, 230D & 265A; JEPT 349; PMBG 160 A, 160B, 165A, 165B, 170A, 170B, 175A, 175B, 305, 310, 320, 325, 335, & 340; REAL 111(Deactivation)** were reviewed without comment.
- \* The **Program: Visual & Performing Arts: Theater** was reviewed without comment.

## Miramar

- \* **MATH 015ABC** were Distance Learning proposals were reviewed without comment.
- \* **AVIA 120; MCLE 091A, 091B, 094, 096& 097** were reviewed without comment.

## Information/Discussion

- \* E. Armstrong informed the committee that the CIC approved prerequisite change for ARCH 175 was adjusted administratively from Fall 064 to Spring 071 to allow students to take the new ARCH 172 prerequisite during the Fall semester.
- \* J. Parker discussed the May 26, 2006 GE/Transferability CIC approvals/disapprovals handout with the committee and the PERG 127 course will be revised prior to submitting it again for CSU GE.
- \* The CurricUNET Steering Committee will begin meeting on September 18. P. Gustin will inquire about the progress on inputting/revising Distance Education proposals and will also recommend the program segment of CurricUNET be reviewed by the committee.
- \* P. Gustin requested members doing Tech Review to be sure and advise course proposal originators of their need to adjust programs in CurricUNET when revising courses that will affect the program's college catalog listings. The Program Development Training and Approval Process handout can be given to course proposal originators to assist in doing the program adjustments.
- \* Y. Bergland requested members to designate their preference for participation in Tech Review meetings on the distributed sign-up sheet. Tech Review meetings are held on alternate Thursday afternoons of CRC meetings. These meetings are held in the LRC room 229 from 2:00-4:00 pm with designated times and originator/liaison combinations being emailed to participants prior to the meetings. Y. Bergland reminded members that forms are available for Flex credit to Tech Review participants.
- \* The SDCCD Instructional Services Workshop handout was distributed and discussed. With new faculty orientations being held at the same time as the District's workshop the majority of CRC members were unable to attend. The workshop's goal was to assist in expediting proposal approvals by resolving technical review challenges at the campus level. The workshop covered information for originators and for curriculum committee members as well as new features that have been added to CurricUNET. Information directly related to campus curriculum committees included the request to review the Program Impact Report (PI), effective term start date, state codes and textbook dates as

proposals are reviewed at CRC meetings. The workshop's handout is available as a PowerPoint presentation at

<http://instsrv.sdccd.edu/CurricUNET/Fall%202006%20Flex%20Workshop%20Final.ppt>

- \* J. Parker distributed registration presenter and attendance forms for the Users Group Conference the District Instructional Services is hosting on Friday, October 27 at City College. Forms and more information are available at <http://instsrv.sdccd.edu/user%20group.htm>.
- \* J. Parker also informed the committee District Instructional Services will pay the \$25.00 registration fee for approximately 25 SDCCD members.
- \* The approved CRC and CIC 2006-2007 calendars were distributed with the notation the CIC calendar lists deadline dates for items to be listed in class schedules.
- \* The Mesa Submission Deadlines to CIC/Board for 2006-07 handout was distributed to assist originators in assigning proposals an anticipated semester start date.
- \* CIC Action Summary Handouts for 5/25/06 and 8/23/06 were distributed.
- \* MSC W. Tappen/C. DuPraw to adjourn the meeting at 4:05 pm.

Minutes approved by

Elizabeth Armstrong and Paula Gustin, Co-Chairs

NEXT MEETING September 21, 2006 Room A102, 2:00 pm.