

SAN DIEGO MESA COLLEGE CURRICULUM REVIEW COMMITTEE

Minutes

Thursday, December 7, 2006

Present:	E. Armstrong(Proxy for P. Gustin), Y. Bergland(Proxy for C. DuPraw, & S. Narayanan), P. Christopher, S. Flor, D. Gergens, A. Hoffman, L. Kaiser, L. Horsman, S. Newell, J. Parker, A. Saballett,
Absent:	R. Barnes, J. Carrigan, J. Crocitti, C. DuPraw, P. Gustin, S. Narayanan, R. Olson, M. Parsons, W. Tappen, K. Wong,
Guests:	J. Corliss, S. Lazear, J. McCloud

Minutes/Agenda

- * MSC A. Saballett/J. Parker to approve the revised agenda of December 7, 2006.
- * MSC Y. Bergland/S. Flor to approve the minutes of November 16, 2006.

Welcome/Announcements

- * E. Armstrong announced the absence of Chair P. Gustin and conducted the meeting.

Prelaunch Level Items

- * Prelaunch level proposals that have not yet reached the committee level:
 - **MEDA 113 & MEDA 115** – Revisions – Mesa Only
 - **PHYE 191** – New Course – Mesa Only – Aligned Discipline

First Read Curriculum

- * MSC L. Horsman/A. Saballett to submit **CACM 150** Distance Learning to Tech Review.
- * MSC S. Flor/Y. Bergland to submit **PHYR 140A** deactivation to CIC.
- * MSC Y. Bergland/J. Parker to submit **CHIC 110A** aligned revision to CIC.
- * MSC Y. Bergland/A. Saballett to submit **FASH 179** new Mesa only course to CIC.

Second Read Curriculum

- * MSC Y. Bergland/L. Horsman to submit **POLI 101** aligned revision to CIC.
- * MSC S. Flor/S. Newell to submit **POLI 102** aligned revision to CIC.
- * MSC A. Hoffman/A. Saballett to submit **PHYR 142A & PHYR 142B** Mesa only revisions to CIC.
- * MSC Y. Bergland/A. Saballett to submit **PHYR 110** Mesa only revision to CIC.
- * MSC A. Hoffman/A. Saballett to submit **Physical Therapist Assistant Program** to CIC.
- * MSC A. Hoffman/A. Saballett to submit **Dental Assisting (RDA, DA) Program** to CIC.
- * MSC A. Hoffman/A. Saballett to submit **Health Information Technology Program** to CIC.

- * **GISG 104**(TR) Mesa only new course with Distance Learning will remain at second read until notified by the originator.
- * **CISC 221**(TR) Mesa only new course will remain at second read until notified by originator.
- * **CISC 183**(TR) Mesa only new course will remain at second read until notified by originator.
- * **ENGE 116**(TR) Mesa only new course defaulted back to pre-launch. P. Gustin will meet with the originator.

City

- * **BIOL 111** a new course in an aligned discipline was tabled for further review.
- * **Program: Pre-Engineering Technology** a new program was reviewed without comment.

Miramar

- * There were no proposals to review.

Information/Discussion

- * E. Armstrong updated the committee on the Curriculum Reporting for the Community Colleges (CRCC) Project. The project is to clean up the multiple usages of subject codes, course titles and/or top codes for the same course in the MIS database and will assist colleges in identifying stand alone courses.
- * The CIC November 30 meeting was cancelled. Curriculum items were approved via a virtual vote. Also included in the virtual vote was approval of the GE/Transferability items.
- * E. Armstrong extended her thanks to P. Gustin for her expertise and leadership in providing enhancements to the CurricUNET process. The program process is being modified by CurricUNET and implementation is expected in Fall 2007. The distance learning drop down questions/answers in CurricUNET are being discussed and statewide criteria for distance learning will be reviewed by the committee as well. The process of having the college catalogs directly downloaded from CurricUNET may be cost prohibitive but the committee will continue to discuss this issue.
- * In the absence of P. Gustin and by committee request the Academic Senate update on short terms was presented by E. Armstrong from an administrative perspective. Currently the State Academic Senate has a resolution to require courses taught short term (less than six (6) weeks) and are three (3) units or more have special curriculum approval prior to the course being taught in this manner. The Mesa Academic Senate currently is working on a similar resolution in preparation of Mesa's voting at the State's Spring Plenary meeting.
- * Y. Bergland presented information on adjusting the CRC meeting day. The possibility of having both CRC and Tech Review meetings on Wednesdays for 2007-2008 was discussed. Another possibility would be to have the CRC meetings remain on Thursdays and move just the Tech Review to Wednesday. Having Tech Review on Wednesdays would allow articulation and curriculum chair participation. This item will be revisited at the February 15 meeting for member availability and room availability.

- * J. Parker announced to support expediting the submission of articulation information the November 30 CIC meeting included approval of GE/Transferability items. J. Parker is assisting in facilitating the articulation of the POLI 101, POLI 102 and PERG 120 proposals. The approved list of GE/Transferability Actions was distributed.
- * Y. Bergland distributed a Tech Review Spring Semester sign-up sheet and the Tech Review report from November 30, 2006.
- * Y. Bergland stated that individual Tech Review members do not need to input into the FLEX system as she inputs FLEX credit for them at the end of each semester.
- * CIC virtual vote Action Summary Handout of approved items for 11/30/06 was distributed.
- * CIC virtual vote GE/Transferability Actions approved on 11/30/06 was distributed
- * MSC A. Sabballett/S.Flor to adjourn the meeting at 3:15pm.

Minutes approved by

Elizabeth Armstrong and Paula Gustin, Co-Chairs
 NEXT MEETING February 15, 2007 **A102**, 2:00 pm.