

**SAN DIEGO MESA COLLEGE
CURRICULUM REVIEW COMMITTEE**

Minutes

Thursday, April 19, 2007

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

*** Minutes/Agenda**

- * MSC Y. Bergland/D. Gergens to approve the revised agenda of April 19, 2007.
- * MSC D. Gergens/Y. Bergland to approve the minutes of March 29, 2007.

Welcome/Announcements

- * P. Gustin welcomed everyone and self-introductions were given.
- * W. D. Wesley, S. Hurst and M. Hinke presented their respective proposals to the committee for consideration.

Prelaunch Level Items

- * MSC Y. Bergland/W. Tappen to submit **ANTH 205**, a Mesa only new course, to Tech Review. An **ANTH 265** proposal will also be created by S. Hurst and P. Gustin to facilitate the offering of this new course.
- * By consensus, **CHEM 100 & CHEM 161**, aligned course revisions, and **CHEM 110 & CHEM 110L**, aligned new courses, were submitted to Tech Review.

First Read Curriculum

- * MSC Y. Bergland/A. Hoffman to submit **CACM 115 & CACM 130** to Tech Review.

Second Read Curriculum

- * K. Wong/A. Saballett to submit **ACCT 116A**, an aligned course revision, to CIC with P. Gustin adding into CurricUNET a comment on the need for the large increase in SLOs for LDTP articulation.
- * MSC (1 A) W. Tappen/K. Wong to submit **ENGL 205**, a Mesa only Distance Learning proposal to CIC after minor adjustments.
- * MSC (1 A) Y. Bergland/M. Parsons to submit **ENGL 215**, a Mesa only Distance Learning proposal to CIC after minor adjustments.
- * MSC A. Saballett/Y. Bergland to submit **GISG 111**, a Mesa only course revision, to CIC.
- * MSC D. Gergens/Y. Bergland to submit **MEDA 106, MEDA 112, MEDA 150, MEDA 220, MEDA 230 & MEDA 250**, Mesa only course revisions to CIC upon P. Gustin's final review.
- * MSC Y. Bergland/A. Hoffman to submit **PHYE 191**, a Mesa only new course in an aligned discipline, to CIC after textbooks have been updated.
- * MSC Y. Bergland/J. Parker to submit **CISC 221**, a Mesa only new course in an aligned discipline, to CIC upon P. Gustin's final review.

City

- * **HUMA 103; PSYC 166 & 245** activations were reviewed without comment.

Miramar

- * **PHYE 257A & 257B; DSPS 038, 043, 048 & 019** activations were reviewed without comment.

Information/Discussion

- * P. Gustin will request CIC add to its agenda a discussion item on the need for increased SLOs in course outlines for LDTP articulations.
- * P. Gustin and E. Armstrong will take forward to the Academic Affairs the recommendation by W. Tappen to form a subcommittee on Distance Learning in Fall 2007 semester to:
 - review, update and improve the writing of Distance Learning proposals
 - review harmonization of Distance Learning curriculum with actual instruction
 - review articulation concerns
- * After discussion of the CIC's 2007-2008 draft calendar, the Mesa CRC 2007-2008 draft calendar was adjusted to include a Virtual Vote meeting on January 24, 2008.
- * MSC Y. Bergland/M. Parson to approve the Mesa CRC 2007-2008 draft calendar with the additional Virtual Vote meeting. Copies of the approved Mesa 2007-2008 CRC calendar will be distributed at the May 3, 2007 CRC meeting.
- * The CIC's new CurricUNET/VP of Instruction process for approving LCOM proposals was explained and well received. A link will be made available in CurricUNET to access current listings of LCOM combinations.
- * E. Armstrong spoke of several concerns as Title 5 is going through the consultation process for being updated and better organized.
 - The deadline of Fall 2007 semester has the consultation process going so quickly there is not enough time to provide feedback.
 - The major changes for Course Repetition and their affect on Mesa
 - The limitation on "W" grades to three times with the fourth time a mandatory grade.
 - No Certificates of Completion will be allowed; only Certificates and Certificates of Achievement. Certificates of Achievement can be given if less than 18 units if sent to the state and are approved.
 - Transfer degree definitions/limitations and their affect on Mesa.
- * MSC W. Tappen/J. Parker to approve the Procedure 5300.2: Certificate of Completion – Course Substitution proposed by the SDCCD District Articulation Council.
- * The Course Integration Project currently lists Mesa as having 120 courses to integrate. A. Svedberg will be reviewing the CIC's file with Mesa files to assist in having the list correctly reflect the integration status of a course.
- * Handouts listing actions that are currently being addressed by CIC and those actions that have been resolved by CIC were distributed.
- * The CurricUNET Steering Committee continues to review 265 Special Topics/Experimental Courses.
- * P. Gustin will distribute the CRC's yearly report to the Academic Affairs Committee at the May 3, 2007 CRC meeting.
- * Discussion at the Academic Affairs Committee reinforced the need for a liaison and/or coordinator for curriculum issues for vocational departments. Y. Bergland, Program Review Chair stated there is a need for assistance in vocation program reviews as well.

- * J. Parker will continue to update the committee as Region 10 community colleges come together and discuss LDTP articulation concerns such as:
 - Courses that have been turned down by LDTP are also being turned down by individual CSU campuses.
 - CSU campuses are not being held to the same standard as community colleges.
 - Additional SLOs are needed in course outlines to meet LDTP descriptors.
 - The need to create a district aligned syllabus to submit with the course outlines.
- * The Definition and Process for Inter-Institutional Agreements handout was given to committee members to assist in understanding various types of agreements. These agreements are distributed to appropriate committee(s) and/or individual(s) by the college Articulation Officer.
- * The CIC 3/8/07 Addendum Action Summary and the 4/12/07 Action Summary were distributed.
- * MSC W. Tappen/P. Christopher to adjourn the meeting at 3:50pm.

Minutes approved by

Elizabeth Armstrong and Paula Gustin, Co-Chairs
NEXT MEETING May 3, 2007 **A102**, 2:00 pm.