

**SAN DIEGO MESA COLLEGE
CURRICULUM REVIEW COMMITTEE**

Minutes

Thursday, September 6, 2007

Present: E. Armstrong, Y. Bergland, E. Castaneda, P. Christopher, J. Crocitti, C. DuPraw, S. Flor, K. Foster, D. Gergens, P. Gustin, O. Lee, S. Narayanan, S. Newell, J. Parker, M. Parsons, A. Saballett, V. Thao, K. Wong,
Absent: J. Blake, A. Hoffman, L. Horsman, R. Olson, (M. Fritch – Backup)
Guests: D. Soares

Minutes/Agenda

- * MSC Y. Bergland/A. Saballett to approve the agenda of September 6, 2007.
- * MSC Y. Bergland/S. Newell to approve the minutes of May 17, 2007.

Welcome/Announcements

- * P. Gustin welcomed members and guest D. Soares and then introduced Curriculum Coordinator E. Castaneda and Evaluator V. Thao after which self introductions were made. P. Gustin informed the committee that increasing faculty membership to include more disciplines is in progress.

Prelaunch Level Items

- * There were no prelaunch level items.

First Read Curriculum

- * The Tech reviewed **EDUC 150**, a Mesa only new course proposal, remain in first read as the originator has not as of yet met with P. Gustin.
- * The Tech reviewed **JOUR 210A, JOUR 210B, JOUR 210C & JOUR 210D**, aligned course revisions, remain in first read to allow the originator to meet with P. Gustin and follow up on the Tech Review recommendations.
- * The **AMSL 105**, an aligned integration and **AMSL 225**, an aligned new course, remain in first read as the committee (P. Gustin, S. Newell, J. Parker & M. Fritch) which will meet with the originator to review these proposals and the AMSL program.

Second Read Curriculum

- * The Tech reviewed **NUTR 153**, a Mesa only course revision/new course proposal, remains in second read. The originator would like to add an articulation request for fulfilling the GE Multicultural Studies requirement to the proposal and also have the new course included in the Culinary Arts/Culinary Management Program and possibly the Nutrition Program as well.
- * The Tech reviewed **ARTF 231, ARTF 232 & ARTF 233**, Mesa only new course proposals, remain in second read to allow the originator to adjust the proposals per Tech Review recommendations.

- * **CHEM 100 & CHEM 161** remain at second read to allow originator to input Tech Review recommendations.
- * **CHEM 110 & CHEM 110L** remain at second read to allow originator to input Tech Review recommendations.
- * **CACM 115 & CACM 130** remain at second read to allow originator to input Tech Review recommendations.

City

- * D. Soares presented background on the SDCCD's Teacher's Education Program and advised the activation by City of **EDUC 203** should not be supported at this time.
- * MSC Y. Bergland/A. Saballett to not support the activation of **EDUC 203**, currently a Mesa/Miramar aligned course.
- * MSC K. Foster/A. Saballett to not support the activation of **PSYC 111** and **PSYC 165**, currently Mesa only courses and to have P. Gustin and E. Armstrong draft a statement of the current activation process's challenges and present the statement to CIC on September 13, 2007.
- * MSC J. Parker/S. Flor to support the activation of **PERG 130**, currently a Mesa/Miramar aligned course and request Mesa be added to the request for CSU General Education E Lifelong Understanding and Self-Development for review at the November 29, 2007 CIC meeting.
- * Two programs (Computer Technical Illustration and Machining Trades Apprenticeship) were reviewed without comment

Miramar

- * There were no Miramar items.

Information/Discussion

- * P. Gustin informed the committee of curriculum goals that have been set for the 2007-08 academic year.
 - Provide curriculum direction utilizing a curriculum team.
 - CRC Chair – P. Gustin
 - Articulation Officer – J. Parker
 - Curriculum Coordinator – E. Castaneda
 - Continue to review and update Mesa Catalog program pages.
 - Review Mesa program requirements and when possible eliminate duplications of GE requirements.
 - Utilize CurricUNET's new implementation of inputting programs more efficiently by setting discipline priorities and assist these disciplines in updating programs.
 - Continue to integrate proposals as they are updated during the 6 year review process.
 - Provide Stand Alone Course Training to CRC members and others involved in the curriculum review process.
 - Current certification deadline to State is November 1, 2007
 - Future certification deadline to State is by September 30th of each year.
 - Invite Honor and Learning Communities lead personnel to a CRC meeting at least once a semester to assist in meeting curriculum challenges.
 - Increase campus awareness of availability of curriculum assistance.
 - Acquaint campus with new Curriculum Coordinator via email.
 - Present information at Dean Council meetings.
 - Present information at individual Dean and/or Chair meetings.

- * The following proposals were pulled from the CIC August 24 Virtual Voting meeting for discussion at the September 13 meeting: EDUC 203, EDUC 265A, GEND 101, PSYC 111, and PSYC 165.
- * With numerous technical CurricUNET challenges having been resolved P. Gustin will request the CurricUNET Steering Committee meet less frequently. This will allow for more time to be spent on actual curriculum issues. E. Armstrong informed the committee she will be resigning from the CurricUNET Steering Committee due to time constraints.
- * J. Parker updated the committee on the Lower Division Transfer Pattern (LDTP) and informed members there has been a 76% reduction in participation and SDCCD is also holding back from participating. The Accounting sequencing is going through the normal procedure to be submitted to SDSU and Miramar is doing the proposals for the American Institution CSU requirements. S. Newell is reviewing the progress of the American Institution requirements and will update the committee as information becomes available.
- * E. Castaneda informed members she is available via email ecastane@sdccd.edu and her phone number is 388-5776. Her office is in A111 but her mail should be addressed to A110.
- * Y. Bergland distributed a Tech Review sign up sheet for the fall semester and informed members the first Tech Review meeting needing CRC member participation will be September 27 as the September 13 meeting conflicts with the Chancellor's Forum.
- * E. Armstrong informed the committee on the progress of the State MIS project which began in October 2006. E. Armstrong commended A. Svedberg for her completion of the first two phases of the project and explained SDCCD personnel completed the third phase as this involved district wide information. The fourth phase is now in progress as SDCCD personnel give each course listed in the MIS report a unique control number.
- * The CRC Stand Alone Course training will begin with E. Armstrong, P. Gustin and E. Castaneda taking the State online training on September 14 and/or September 18. The Mesa on-campus training will be done during the September 20 CRC meeting. All CRC members must be trained and certification of completing the training is due back to the State Chancellor's office by November 1, 2007.
- * The CRC membership list for 2007-2008 was distributed and will be updated as new members are added.
- * The approved CRC and CIC meeting calendars for 2007-2008 were distributed.
- * The CIC 2007-2008 proposal deadlines chart was distributed.
- * The CIC 5/17/07 and 8/23/07 Action Summary reports were also distributed.
- * P. Gustin announced she is now a member of the Mesa's Academic Senate's Executive Committee.
- * E. Armstrong announced the Chair's Retreat on September 28 requested Curriculum be an agenda item. P. Gustin, J. Parker and E. Castaneda have been invited to give a presentation.
- * MSC S. Newell/M. Parsons to adjourn the meeting at 3:05pm.

Minutes approved by

Elizabeth Armstrong and Paula Gustin, Co-Chairs
 NEXT MEETING September 20, 2007 A102, 2:00 pm.