

**SAN DIEGO MESA COLLEGE
CURRICULUM REVIEW COMMITTEE**

Minutes

Thursday, October 4, 2007

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

Minutes/Agenda

- * MSC S. Newell/R. Olson to approve the agenda of October 4, 2007 with the addition of Honors Committee discussion.
- * MSC K. Foster/A. Saballett to approve the minutes of September 20, 2007.

Welcome/Announcements

- * P. Gustin welcomed guests A. Primoza and W. Smith who presented an overview of the Honors Committee and distributed the handout provided to faculty submitting a course for honors designation. Honor approval is given approximately a year ahead of the offering of the course section and a chart of the Spring 2008 honor sections was distributed. The CRC committee recommended when faculty create a 265 course in CurricUNET they also create a new course at the same time if course articulation is anticipated. It was noted the 265 numbering now includes an alpha letter - 265A, 265B, etc. and sufficient time must be given for the course proposal to be completed via the CurricUNET process.

Prelaunch Level Items

- * The originator of the **ENGE 116(TR)** new course Mesa only proposal will make adjustments when the proposal reaches the CRC level.
- * The originator will make adjustments to **GISG 114(TR)** new course Mesa only proposal. Currently this proposal is at the articulation officer level for review.
- * MSC A. Saballett/K. Foster to submit the **INTE 215(TR)** Mesa only integration proposal to CIC with an adjustment to SLO #8 to a higher level of application.

First Read Curriculum

- * MSC A. Hoffman/T. Parsons to submit the **CBTE 110** deactivation proposal to CIC.
- * The **EDUC 150(TR)** new Mesa only course will remain in first read as the originator was unable to attend today's meeting.
- * The **AMSL 105** aligned integration proposal and **AMSL 225** aligned new course proposal remain in first read.

Second Read Curriculum

- * The **ARTF 231(TR)**, **ARTF 232(TR)** & **ARTF 233(TR)** new courses will remain in second read.
- * **CACM 115 & CACM 130** remain at second read for tech review adjustments. C. DuPraw will contact E. Chu to discuss change of originator for these proposals.

City

- * There were no items from City.

Miramar

- * **ELDT 251** and **ELDT 215L** deactivations were reviewed.
- * The **Real Estate Program** was reviewed without comment.

Information/Discussion

- * The Approved Changes to Chapter 6 and Related Provisions handout from the Joint CIC/SSC Meeting on September 27 was discussed. The usage of "W's", course repetition, and work experience changes were highlighted. More information on the adjustment of utilizing only the word "Certificate" will be coming as this change is implemented.
- * There was no report as the CurricUNET Steering Committee did not meet.
- * At the September 28 Deans/Chairs Retreat P. Gustin presented an overview on updating programs; J. Parker presented an overview on articulation of new courses. The PROGRAM REVIEW process was also presented. P. Gustin stated the SLO presentation by J. Safdie was exceptional and recommended members contact her for his information.
- * Agenda and registration information on the CurricUNET Oct. 26 Users Group Conference to be held in Anaheim was distributed. P. Gustin informed the committee the District Instructional Office will fund one representative from each college. Members interested in attending should contact P. Gustin.
- * J. Parker informed the committee USD's policy is to not accept transfer credits for any course taught online. USC's policy is to not accept any science lab, foreign language course or speech course taught online. Articulation for an aligned course taught online by another college could result in Mesa also losing the articulation unless it can be shown that Mesa has never taught the course online.

- * S. Newell distributed a handout developed by the evaluators to illustrate the American Institutions requirements discrepancies between the Mesa College Catalog and Assist. Included in the handout also was a suggested schematic that could be utilized to correct the discrepancies and make it easier for students to understand the American Institutions requirements.
- * MSC K. Foster/J. Parker to accept the concept of adjusting the catalog listing on American Institutions requirements to eliminate discrepancies. The actual charting/wording for the catalog is to be determined.
- * E. Castaneda will email a written report of the September 27 tech review meeting to CRC members.
- * MSC O. Lee/A. Saballett to adjourn the meeting at 3:25pm.

Stand Alone Course Training

P. Gustin presented the Stand Alone Course Training to September 20 absentees after today's meeting. C. DuPraw and A. Saballett were added to the trained CRC member list.

Minutes approved by

Elizabeth Armstrong and Paula Gustin, Co-Chairs

NEXT MEETING October 18, 2007 **LRC 229**, 2:00 pm.