

SAN DIEGO MESA COLLEGE CURRICULUM REVIEW COMMITTEE

APPROVED

Minutes

Thursday, September 5, 2013

Present: T. McGrath, M. Parsons, J. Parker, E. Norvell, M. Fritch, A. MacNeill, L. Shimazaki, J. Clymer, J. Ellis, A. Hoffman, L. Horsman, C. Kalck, A. Oberbauer, D. Rogers, T. Walker, F. Zand, S. Newell, T. Nguyen, A. Svedberg

Absent:

Guests: J. Braun, E. Chu, P. Fischer, C. Robertson, G. Svoboda

Welcome/Announcements

- * M. Parsons welcomed members and guests. Self-introductions were made.

Minutes/Agenda

- * MSC L. Horsman/M. Fritch to approve the revised agenda for September 5, 2013.
- * MSC L. Horsman/J. Ellis to approve the minutes of May 2, 2013.

Information

- * Mesa had five committee members and one non-member dean attend the July Curriculum Institute Conference. The major topic was the implementation of last year's Title 5 changes and it was noted that Mesa is a leader among the state community colleges in implementing these changes.
- * M. Parsons thanked members for their attendance at the August 29 Updating/Planning meeting. The discussion comments made at the meeting for the items listed in the planning matrix were reviewed and discussed. The planning matrix file with comments will be emailed to members.
- * When the online link for the Courses Active But Not Offered report becomes available M. Parsons will email it to members. This online report is a static report and no changes will occur to it until the following year.
- * To ensure the signed Stand Alone Training form is returned to the State Chancellor's office by September 30 the deadline for new CRC members to have completed reading the training materials is September 15. M. Parsons emailed the stand alone training materials to all CRC members to allow them to review the current procedure which allows colleges to approve stand alone courses. The college approval process may change in January 2014.
- * The District policy for implementation of pre-requisites was clarified. Same discipline pre-requisites added to a course are implemented in fall semesters and are enforced during that current fall semester. Cross discipline pre-requisites, such as English or Math to a Biology course, are implemented in fall semesters but are not enforced until the following year's fall semester.
- * CIC's Number of Courses Not Integrated report which shows that Mesa has 18 courses remaining to be integrated was discussed. A. Svedberg reported that 13 of these courses have been deactivated, 1 is in the process of being deactivated, 3 are currently being integrated and 1 is being integrated/revised by City(5/2012).
- * There will be three Friday Tech Review Workshops scheduled for this semester - September 13, October 25 and November 15. All of the workshops will be from 11 am to 3 pm. with the locations to be announced later.

Committee Level Curriculum

- * MSC A. Oberbauer/A. Hoffman to move the following items to the Consent Agenda and submit them to CIC:
 - **ANHL 100A, ANHL 100B, ANHL 125, ANHL 125L, ANHL 135, ANHL 205, ANHL 215 & ANHL 215L** – Revisions – Mesa Only
 - **BIOL 210B** – Revision – Aligned
 - **MEDA 064, MEDA 076, MEDA 078, MEDA 082 & MEDA 086** – Revisions – Mesa Only
 - **BLDC 230** – Deactivation – Mesa Only
 - **AMSL 108; MEDA 080, MEDA 085 & MEDA 090** – Deactivations – Mesa Only
 - **MEDA Phlebotomy Certificate of Performance** Program – Deactivation – Mesa Only
- * MSC T. Walker/A. Hoffman to hold **JOUR 215A** Mesa only new course for standalone and cost review.
- * MSC E. Norvell/L. Horsman to submit **FASH 155** Mesa only revision to CIC and to hold **FASH 156** Mesa new course for standalone status review.
- * MSC E. Norvell/L. Horsman to hold **MULT 114, MULT 116, MULT 122 & MULT 123** Mesa only revisions.
- * MSC L. Horsman/J. Ellis to submit **MUSI 111** aligned revision to CIC.
- * MSC A. Svedberg/J. Ellis to submit **MUSI 135A & MUSI 135B** Mesa only new courses to CIC as walk-ins if necessary.
- * MSC L. Norvell/L. Horsman to submit **NUTR 091, NUTR 180 & NUTR 270** Mesa only revisions; **NUTR 199** Mesa only new course and the **Dietetic Service Supervisor Certificate of Achievement** Mesa only program revision to CIC.
- * E. Norvell/L. Horsman to hold **SOCO 201** aligned integration to review an adjusted course description.
- * The following proposals are on hold - **ARCH 126** Mesa only course revision; the **Education for Transfer AA-T Degree** new program; and the **Liberal Arts and Sciences with Emphasis in Arts Studies -Music** revision.

City

- * MSC A. Svedberg/L. Horsman to support **CBTE 101** aligned revision.
- * The **Urban Farming** program revision and the **Supervision 1** program deactivation were reviewed without comment.

Miramar

- * There were no Miramar proposals to review.

Committees/Discussion/Handouts

- * M. Parsons reported CIC had a virtual vote August 29 and Mesa's **CHIL 101** and **CHIL 111** aligned revisions were approved. CIC will hold its first regular meeting on September 12.

- * A. Svedberg voiced her concern that the Catalog Committee did not meet last year and that the printed Mesa 2013-14 College Catalog did not have requested changes/corrections from the final draft included in it. C. Robertson informed the committee the catalog committee did meet last September and the new chair, P. Sykes, will be scheduling a meeting soon.
- * There were no other committee reports.
- * The adjusted 2013-14 Schedule of CRC meetings; the CIC Schedule of Meetings; and the 3/14/13 Addendum 2 revision, 4/22/13 Virtual Vote revision, 4/11/13 Addendum, 5/9/13 Summary & Addendum, 3/14/13 Addendum 4, and 8/29/13 Virtual Vote CIC summaries were emailed to members.
- * MSC A. Svedberg/E. Norvell to adjourn at 4:10 pm.

Minutes approved by

Tim McGrath and Michelle (Toni) Parsons, Co-Chairs

Next Meeting: September 19, 2013 at 2:00 pm in room LRC 435