

San Diego Miramar College
Curriculum Committee
Meeting Minutes

February 20, 2019, 2:30-4:30

M-108

Members: Matthew Cain; Lisa Clarke; Isabella Feldman; Paulette Hopkins; Helen Houillion; Jennifer Ock; Larry Pink; Cheryl Reed; Mara Sanft; Wayne Sherman; Duane Short; Alex Stiller-Shulman (proxy for Jon Alva and Pablo Martin); Ryan Zimmerman*

* Permanent guests

- 1) **Call to order** – 2:36 P.M.
- 2) **Approval of agenda** – Motion to approve by W. Sherman; seconded by P. Hopkins with A. Stiller-Shulman as proxy for J. Alva and P. Martin, and J. Ock as proxy for H. Houillion; motion carried.
- 3) **Approval of minutes from last meeting** – Motion to approve by M. Sanft; seconded by I. Feldman; motion carried.
- 4) **Approval of consent agenda**
 - a) M. Sanft requested to pull PHYS 196.
 - b) Motion to approve with the adjustment by W. Sherman; seconded by M. Sanft; motion carried.
- 5) **Pulled PHYS 196**
 - a) M. Sanft stated there may be a need for a revision to CID for separating the appropriate topics under the respective lecture and lab areas in the Course Outline of Record (COR).
 - b) The committee discussed the following:
 - i) Where PHYS 196 is in the CID approval process and how to move forward
 - ii) Content differences in lecture and lab sections
 - iii) The benefit for students transferring to universities whom ask for topics covered in the lecture and lab sections
 - iv) The need for agreement about the change among the three colleges
 - c) M. Sanft will inquire about the separation at District Articulation Council since the issue deals with transferability of coursework.
 - d) Motion to approve PHYS 196 with the understanding it may be revised in terms of separating the topics into lecture and lab portions and coordination with Mesa College’s Curriculum Committee by W. Sherman; seconded by M. Sanft; motion carried.
- 6) **Course proposals**
 - a) New courses
 - i) BIOL 048 Pre-biology and Study Skills
 - (1) Buran Haidar described that BIOL 048 helps students succeed in introductory, biology courses. It is designed to fulfill the need for students who will want to familiarize themselves with foundational concepts before entering such courses. The course is planned to be offered in a one-week, 0.5 unit format.
 - (2) The committee discussed the following:
 - (a) The scheduling aspect (short term, one week versus long term, on-going help)

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- (b) Benefits of the course (e.g., addressing equity issues)
 - (c) Raising awareness of BIOL 048 offering
 - (d) Possibility of removing the option of receiving a letter grade
 - (3) Motion to approve inclusive of the fully online component and the change to pass/no pass grading only by W. Sherman; seconded by M. Sanft; motion carried.
 - b) Activations
 - c) Deactivations
 - d) Revisions
 - i) ACCT 116B Managerial Accounting (Mesa originating)
 - (1) Motion to approve by W. Sherman; seconded by M. Sanft; motion carried.
 - a) Distance Education
 - i) MATH 118 Math for the Liberal Arts Student
 - (1) W. Sherman stated the mathematics department discussed it would be best to offer the course as fully online while continuing the current practice of having the assessment be given on-campus. At a future date, the faculty will revisit this issue and recommend any necessary changes based on the AB 705 mandate and student demand.
 - (2) Motion to approve MATH 118 as a fully online course by W. Sherman; seconded by C. Reed; motion carried.
- 2) Award proposals**
- a) New awards
 - b) Deactivations
 - c) Revisions
- 3) Old business**
- a) Proposed additions to courses clearing Math Competency District Requirement (attachment)
 - i) D. Short stated the list is at the Curriculum Committee to be vetted and brought back to Curriculum Instructional Council (CIC) to further work on the list .
 - ii) The committee discussed the following points:
 - (1) How much of the course content needs to be spent on quantitative reasoning in order for the course to be included in the list.
 - (2) Definition of quantitative reasoning
 - (3) Minimum grade to meet math competency (e.g. 'B' or above)
 - (4) Utilizing standards from the CSU GE and IGETC as guidance for courses that should be on the list and borrowing their quantitative reasoning language
 - (5) Disseminating the list to all departments
 - (6) The addition of CISC 246 due to MATH 245 prerequisite
 - iii) D. Short will present the list (with CISC 246 added) at the next Academic Affairs meeting and ask for suggestions from departments
 - iv) D. Short will report to CIC that the Curriculum Committee discussed the above points
 - b) Requirements for multiple degrees (attachment)
 - i) The committee members agreed to remove the wording, "different majors"
 - ii) The committee discussed the following points:
 - (1) Making a distinction between degrees based on titles or units

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- (2) Separation of units from 0 to 12
- (3) Gaining various degrees in a local region
- (4) AD-T exception to the rule
- (5) Recency rule with departments implementing their own rules
- iii) D. Short will share the committee's work with the Academic Senate and will report the above points (with the exception to item 5 unless the topic of timing arises) to CIC
- c) Proposed AP 5161.1 (second read; attachment)
 - i) D. Short stated the proposal had been presented to and approved by the Academic Senate.
 - ii) Motion to approve by W. Sherman; seconded by M. Sant; motion carried.
- d) Proposed AP 5235 (second read; attachment)
 - i) The committee discussed the following points:
 - (1) The current lack of a procedure on the instructional side for creating, approving, and administering credit by exams at the three college campuses
 - (2) Clarification on whether or not national testing norms apply to SDCCD (e.g., if a student has already met certification requirements by taking the necessary courses at another location, he/she must re-take courses to earn a degree with the college)
 - (3) Title V mandate which defines credit by exam as a separate test for each course
 - (4) Clearing requirements for work-based competencies/prior learning
 - (5) Counting the exams for residency
 - (6) Streamlining exams offered at on-campus and off-campus locations
 - (7) Editing the references to the roman numerals within the proposal
 - ii) Motion to approve by W. Sherman; seconded by L. Clarke; motion carried.

4) New business

- a) Labels for Math and English placement vs. assessment
 - i) D. Short stated that he has reported to CIC twice that the District is still utilizing the same labels of M30, M40, and M50 for the new math placement system. His understanding is that Title 5 allows us to clear the math competency requirement for students who have completed a course or an assessment test demonstrating competency at the level of intermediate algebra or higher. The old assessment system included a test, and so students who scored at the M50 level on the test could have their math competency requirement cleared. The new system does not include a test. However, because the district is using the same codes (M30, M40, M50), students who receive an M50 under the new system can invoke catalog rights to clear math competency under a previous catalog. This means we will be awarding associate degrees to students who have not actually cleared the requirement for math competency. To solve this, D. Short suggested using different letters for the new system. However, the District will most likely not change the letters since they have already been programmed into the computer.

5) Reports

- a) Vice President of Instruction - None
- b) Evaluator - None
- c) Articulation Officer - None
- d) Curriculum Chair - None

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- 6) **Roundtable** - None
- 7) **Adjournment** – 4:34 P.M.

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Attachment: Consent Agenda
February 20, 2019

Miramar-originated two- and six-year reviews without substantive changes

1. BIOL 277D Service Learning -- on Campus
2. PHYS 196 Electricity and Magnetism

FYIs - Proposals for courses or awards not offered at Miramar

- a) New courses
 - i) EXSC 180C Track and Field III (Mesa)
 - ii) EXSC 180D Track and Field IV (Mesa)
- b) Course revisions
 - i) ACCT 125 Government & Not-for-Profit Accounting (City; Mesa)
- c) Course deactivations
 - i) CHIL 265P The Power of Play (City)
- d) New awards
- e) Award deactivations
- f) Award revisions