

San Diego Miramar College  
Curriculum Committee  
Meeting Minutes

April 17, 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** – 2:35 P.M.
  - 2) **Approval of agenda** – Motion to approve by W. Sherman; seconded by I. Feldman with J. Ock as proxy for H. Houillion; motion carried.
  - 3) **Approval of minutes from last meeting** – Motion to approve by W. Sherman; seconded by I. Feldman with M. Sanft and L. Woods abstaining; motion carried.
  - 4) **Approval of consent agenda** – Motion to approve by W. Sherman; seconded by I. Feldman; motion carried.
  - 5) **Course proposals**
    - a) New courses
    - b) Activations
    - c) Deactivations
    - d) Revisions
      - i) BUSE 115 Statistics for Business (change in requisites and distance ed)
        - (1) D. Short stated that BUSE 115 has the following two substantive changes:
          - (a) Adding prerequisite options and advisories
          - (b) Changing the distance education modality from partially online to fully online
        - (2) W. Sherman reported that the Mathematics department requires in-person exams; he believes this course would have more integrity if it required in-person exams.
        - (3) D. Short will discuss the in-person, final exam issue with the Business department.
        - (4) Motion to approve by W. Sherman; seconded by M. Sanft; motion carried.
- 2) **Award proposals**
  - a) New awards
  - b) Deactivations
  - c) Revisions
- 3) **Old business**
  - a) Modification of course outlines for AB705 changes
    - i) Math and English courses
      - (1) D. Short stated with he spoke with Shelly Hess and received an update in regards to the modification of the course outline due to the AB 705 changes. He showed an example of

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the language, which would be incorporated into the 2019-2020 catalog. Students at the R50/W50 and R40/W40 will not be held to any prerequisites, but those at the latter level would receive a recommendation to take the support courses. Those at the R30/W30 level must take the appropriate prerequisites.

- (2) In terms of the language that had been created for the R30/W30 level, he pointed out the word “must” in “must enroll in ENGL 101X (ENGL 101 and ENGL 031 learning community)”. Curriculum Instructional Council (CIC) suggested removing “must” and replacing it with “may”, but that is not allowed due to a coding issue. The other option is to only remove “must”.
  - (3) The committee discussed the following points:
    - (a) Communication to students by email with recommendations/prerequisites
    - (b) Recoding issue
    - (c) ELAC’s extra year of implementation of AB 705 mandate; ELAC possibly utilizing an assessment
    - (d) Current ELAC placement process
    - (e) Catalogs’ various audiences (e.g. student, faculty, universities, other local colleges that do not have articulation agreements with Miramar College)
- ii) Other courses affected by elimination of prerequisites
    - (1) D. Short stated a Business, an Aviation, and three Chemistry courses have certain prerequisites which will turn into advisories. These have been sent to the Curriculum Services Office for catalog input, but if they are not able to be added, the course proposals can be submitted through the Curriculum process.
- b) Additional associate degrees policy
    - i) D. Short stated there was discussion at CIC about erring on the side of more units of separation since it would be easier to reduce the number of units in the future than to add them back. The three colleges had the following stances:
      - (1) City – 0 but reluctantly willing to compromise on 6
      - (2) Mesa – many prefer 9 but willing to approve 6
      - (3) Miramar – half of committee prefers 0 / half prefers 6
    - ii) The committee discussed the following points:
      - (1) Funding formula only counting the highest degree
      - (2) Timing of petition submissions
    - iii) D. Short stated this matter may be voted at the last CIC meeting. He also asked for it to be on the next Academic Senate agenda and to send the policy to the respective senators in order to possibly vote (and waiving the two readings). In the absence of other direction from the Academic Senate, D. Short will vote at CIC for 6 units since this was agreed to by our Curriculum Committee.
  - a) Discipline assignment enforcement
    - i) D. Short stated that the lack of discipline assignment enforcement has been discussed with Vice Chancellor Stephanie Bulger, Vice Chancellor Will Surbrook, and CIC. It was reported at CIC that district Human Resources has agreed to actually use the discipline assignment when screening for minimum quals.

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**2) New business**

- a) Proposed new apprenticeship subject areas (City originating)
  - i) University of California, San Diego (UCSD)
  - ii) General Atomics (GENA)
  - iii) San Diego Viticulture Program (SDVT)
  - iv) March and Ash Cannabis Refined Apprenticeship (MARA)
  - v) Maritime Apprenticeship (MARI)
    - (1) D. Short stated City College would like to create the aforementioned proposed new subject areas in order to distinguish apprenticeship courses from other courses within the catalog. They are limited only to those who are registered in the apprenticeship (not open to the general student population).
    - (2) The committee discussed the following points:
      - (a) Information of enrollment restriction (those who are part of an organization/company as an apprenticeship)
      - (b) Location of the apprenticeship
    - (3) The committee members agreed to approve UCSD, GENA, SDVT, MARA and MARI.
- b) 2019-20 meeting dates
  - i) D. Short showed the set of 2019-2020 Curriculum Committee and Curriculum Technical Review Subcommittee dates.

**3) Reports**

- a) Vice President of Instruction – L. Woods stated that P. Hopkins is attending the California Community Colleges Chief Instructional Officers conference and is advocating for the rectification of CID issues for ADTs.
- b) Evaluator
- c) Articulation Officer – M. Sanft stated the CID issue in regards to ADTs was addressed at the Articulation Conference. Furthermore, Assist will be released on May 31<sup>st</sup>.
- d) Curriculum Chair – D. Short stated the CurricuParty will be held on May 24<sup>th</sup>.

**4) Roundtable**

- 5) **Adjournment** – 3:42 P.M.

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Attachment: Consent Agenda  
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**Miramar-originated two- and six-year reviews without substantive changes**

- a) ADJU 361D Defensive Tactics Building Searches
- b) ADJU 361M Less-Lethal/Taser Training
- c) ADJU 378 Defensive Tactics Instructor
- d) FIPT 111 Fire Apparatus and Equipment

**FYIs - Proposals for courses or awards not offered at Miramar**

- a) New courses
- e) Course revisions
- f) Course deactivations
- g) New awards
  - i) Neurodiagnostic Technology CA (Mesa)
- h) Award deactivations
- i) Award revisions

**“Impacts” - Proposals with administrative changes only**

[None]