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San Diego Miramar College Academic Standards Subcommittee

Meeting Minutes

December 10, 2013, 12:30 – 1:30
M-202

Present: Joyce Allen; Lisa Clarke; Paul Chlapecka; Paula Christopher; Patricia Flower; Marc Holman; Duane Short

1) Call to order

The meeting was called to order at 12:30pm.

2) Approval of agenda

The agenda was approved by consensus.

3) Approval of minutes

The minutes from the last meeting were approved by consensus.

4) Adjudication of student petitions

- a) Course substitution for Occupational/Technical Studies major requirement (petition reference # 372a; held from last meeting)

The committee reviewed the petition and the documentation provided. M. Holman and D. Short reported on the reason why the student was petitioning for course substitution rather than using rights to the current catalog: The student is attempting to get her VA funding approved, so she needs to be put under a degree plan from a catalog year in which she can graduate. She cannot use the catalog she started with because the degree in that catalog had earlier versions of the courses in question. She can't use the current catalog because it is not possible for her to graduate this year. And she can't use a future catalog because future catalogs don't exist yet. After discussion, the committee voted to approve the petition.

Approved

- b) Course substitution for Occupational/Technical Studies major requirement (petition reference # 372b; held from last meeting)

See item a above.

Approved

- c) Waiver of Health Education requirement (petition reference # 917)

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M. Holman and L. Clarke reported on their research of this petition: The student has sent all transcripts and they have been evaluated. The student is submitting the petition as a waiver rather than a course substitution because some of her related previous coursework was from a foreign institution. The committee briefly reviewed the foreign coursework as well as a related course taken at MiraCosta College. Several committee members opined that the combination of courses from these two sources met the intent and purpose of the Health Education requirement. After discussion, the committee voted to approve the petition.

Approved

d) Waiver of one PE activity requirement (petition reference # 025)

The committee reviewed the petition and the student's previous coursework. D. Short noted that the course in question currently does meet the Physical Fitness Activity requirement, but did not meet it at the time the student completed it. After brief discussion, the committee voted to approve the petition.

Approved

5) New Business

D. Short introduced P. Chlapecka, who is joining the committee as the CTE classroom faculty member.

a) Selected Studies associate degree

D. Short briefly summarized the purpose and structure of the Selected Studies degree. P. Christopher reported that Mesa College recently deactivated its version of the degree but that City College still has its version in the catalog. She stated that this degree is very difficult for students to earn because the courses should be planned in advance and also be closely related in a way that represents a cohesive program of instruction. Because of these stringent requirements, most petitions for the degree at City are disapproved. In addition, very few students petition for the degree at Miramar. For these reasons, the district evaluators believe the degree should be deactivated at City and Miramar. L. Clarke stated that, once deactivated, the degree would be difficult or impossible to restore in the future. She also opined that even if the degree is only useful for a small number of students, it would be advantageous to have it available. J. Allen noted that she sometimes receives questions from students who are interested in the degree.

After further discussion of the advantages and disadvantages of the degree, P. Christopher moved that the committee propose the degree for deactivation. The motion was not seconded.

6) Old Business

a) Proposed revision of Certificate of Performance in Honors Global Competencies

D. Short summarized the committee's progress in revising the Honors Global Competencies certificate and the steps to be followed:

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- Committee members will generate lists of potential courses to add to the restricted elective portions of the certificate
- Once agreed to by the committee, a consolidated list will be provided to the Honors Program faculty
- Once the Honors Program faculty and the committee reach agreement on the courses to add, D. Short will prepare and submit a curriculum revision proposal to make the revision.

The committee reviewed the “first screening” of the list of potential courses that was performed at the last meeting and that classified courses into three categories:

- a) those that seemed to clearly meet the intent and purpose of the certificate;
- b) those that seemed to clearly not meet the intent and purpose of the certificate; and
- c) those where the committee was undecided on whether they meet the intent and purpose of the certificate.

After discussion and review of each category b) course, the committee agreed to remove from the list all courses in category b) and to keep in the list all courses in category a).

The committee then reviewed all science courses in category c). After discussion about course content and purpose, it was determined that some science courses appear to have a significant global cultural component and some do not, even though the science content might encompass global phenomena. D. Short agreed to review the course outlines for each of the category c) science courses to try and determine if a significant global cultural component was present. He invited other committee members to do the same and agreed to put this item on the agenda for the next meeting.

The committee then individually reviewed and discussed each of the non-science courses in category c), with the following decisions made by consensus:

- MUSI 100 – Remove
- PSYC 133 – Retain
- PSYC 135 – Remove
- PSYC 230 – Remove

D. Short indicated that the committee would still perform a final review and approval of the entire list at a future meeting.

b) Proposal for broadening the Health Education requirement

D. Short and L. Clarke summarized the committee’s past work on this proposal. D. Short read the draft recommendation to broaden this requirement and stated he would provide a clean copy at the next committee meeting. He also summarized what he believed the approval process would be if the committee decides to send the proposal forward. He indicated that the next step would be for the committee to approve a final version of the proposal.

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7) Standing Reports

a) Evaluator

P. Christopher asked about the possibility of removing the “occupational electives” requirement from the Business Management degree since that kind of unspecified requirement is no longer permitted. D. Short stated that the committee did not have authority over the Business Management degree but could bring the issue to the Curriculum Committee. After brief discussion, the committee agreed to do so and directed D. Short to contact the Curriculum Chair about it.

b) Articulation Officer – no report

8) **Roundtable** – no items

9) **Adjournment**

The meeting was adjourned at 1:30 pm.