

APPROVED

San Diego Miramar College Curriculum Committee Meeting Minutes

March 4, 2015, 2:30-4:30
L-107

Members: Roanna Bennie; Paula Christopher; Lisa Clarke; Shaunna Elmone; Daniel Igou; Jessica Matthews; Erica Murrietta; Larry Pink; Cheryl Reed; Mara Sanft; Wayne Sherman; Duane Short, Chris Silva

1) Call to order

The meeting was called to order at 2:32 pm

2) Approval of agenda

The agenda was approved with the following changes:

Under FYI add ESOL Certificate of Performance; revisions to ENGL 202, 238, 240, and 047A, City AS and CA in Cosmetology, Mesa CP in Phlebotomy.

Approved. MSC Sherman/Igou with changes

3) Approval of minutes – *Approved.* MSC Sherman/Matthews – Pink and Igou abstain.

4) Approval of consent agenda (see attachment below)

The consent agenda was approved with no changes.

Approved. MSC Sherman/Matthews

5) Course proposals

a) New courses

b) Activations

c) Deactivations

i) ARTG 125 Digital Media

This course was originally activated for the Graphics Production program but a new course has since taken its place. M. Sanft reported the course does transfer to our two local CSUs.

Approved. MSC Sherman/Bennie

d) Revisions

i) BUSE 140 Business Law and the Legal Environment

This is a two year review revision and an addition of Law as an alternate discipline.

Approved. MSC Sherman/Sanft

ii) ESOL 020 Writing for Non-native Speakers of English I; ESOL 021 Reading for Non-native Speakers of English I; ESOL 022 Listening and Speaking for Non-native Speakers of English I

(City originating)

City is proposing these courses add the renumbered course ESOL 010 as a prerequisite option. They are being walked in to CIC since the proposals were not entered into Curricunet in time to make the fall 2015 catalog deadline. The committee discussed implications of approval vs. disapproval given its previous disapproval of the proposed

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revision to ESOL 019 making it ESOL 010.

Disapproved. MSC Pink/Sherman – Matthews abstain.

- iii) ESOL 040 Reading and Writing for Non-native Speakers of English III (City originating)
City is proposing this course be modified to add an equivalency of proposed new course ESOL 045. The proposal is being walked in to CIC since it was not entered into Curricunet in time to make the fall 2015 catalog deadline. The committee discussed implications of approval vs. disapproval given its previous conditional approval of ESOL 045 and the preferences of the department.

Disapproved. MSC Pink/Igou. Matthews abstain.

- iv) ENGL 048 College Reading and Study Skills II; ENGL 049 Basic Composition (City originating)
D City is proposing these courses add the proposed new course ESOL 045 as a prerequisite option. The proposals are being walked in to CIC since they were not entered into Curricunet in time to make the fall 2015 catalog deadline. C. Reed asked if ESOL 045 could be run as an experimental course for two semesters in order to collect data on the success of the course in preparing students for ENGL 048, 049, 101, and 105. The committee discussed how the experiment might be run for students to advance to the next level of English courses. D. Short agreed to advocate for an experimental course to run for one year at the CIC meeting when the motion comes up.

Disapproved. MSC Pink/Reed Matthews abstain.

- v) ENGL 101 Reading and Composition; ENGL 105 Composition and Literature; ENGL 209 Literary Approaches to Film; ENGL 237 Women in Literature (City originating)
City is proposing these courses add the proposed new course ESOL 045 as a prerequisite option. The proposals are being walked in to CIC since they were not entered into Curricunet in time to make the fall 2015 catalog deadline. The committee briefly reviewed the points made in the discussion of ENGL 048 and 049 and agreed the response should be the same for these courses.

Disapproved. MSC Pink/Clarke

- e) Distance Education

- i) CONF 110 Personal Financial Management

The committee reviewed the distance education proposal details.

Approved. MSC Igou/Sherman

6) Program proposals

- a) New programs - none

- b) Deactivations

- i) Pre-Engineering Studies AS

This program is one of the “flexible majors” that replaced the Transfer Studies degree. We currently do not offer any specific engineering courses and the department would like to deactivate the degree.

Approved. MSC Sherman/Matthews

- c) Revisions

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- i) Contemporary Police Technologies CA; Contemporary Police Technologies AS; Investigations Specializations CA; Investigations Specializations AS; Law Enforcement CA; Law Enforcement AS

Some courses in the restricted electives are being proposed for deactivation and so these programs need to be updated with the changes.

Approved. MSC Sherman/Matthews

- ii) Honors Global Competencies Certificate CP

M. Sanft reported the certificate is being proposed to add additional course options. L. Clarke commented that the most significant issue with this certificate is the mandatory foreign language requirement: Many honors students have already completed the IGETC foreign language requirement in high school or through other means and therefore don't have a need to take foreign language in community college. Those students would be eligible to earn this certificate except for the fact that it requires foreign language. L. Clarke suggested that the program be reviewed again with an eye to changing the foreign language courses to restricted electives.

Approved. MSC Igou/Reed

7) FYIs

- a) New Courses

- i) ACCT 130 Internal Revenue Service Tax Training (City)
- ii) BUSE 122 Sports Management (City)
- iii) BUSE 124 Sports Sales (City)
- iv) ECON 220 Economics of the Environment (Mesa)
- v) PHLB 050 Phlebotomy (Mesa)
- vi) PHLB 060 Phlebotomy Directed Clinical Practice (Mesa)

- b) Course activations

- c) Course deactivations

- i) MUSI 132A Classical Guitar I (Mesa)
- ii) MUSI 132B Classical Guitar II (Mesa)

- d) Course revisions

- i) ENGL 047A - addition of ESOL 045 as a prerequisite option (City)
- ii) ENGL 202 - addition of ESOL 045 as a prerequisite option (City)
- iii) ENGL 237 - addition of ESOL 045 as a prerequisite option (City)
- iv) ENGL 238 - addition of ESOL 045 as a prerequisite option (City)
- v) ENGL 240 - addition of ESOL 045 as a prerequisite option (City)

- e) Distance Education

- f) New Programs

- i) ESOL Certificate of Performance (City)
- ii) Sports Management CP (City)
- iii) Video Game Development AS (Mesa)
- iv) Video Game Development CA (Mesa)

- g) Program deactivations

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- i) Preparation for Chemistry Laboratory Position CP (Mesa)
- ii) Public Relations CA (Mesa)
- h) Program Revisions
 - i) Acting CA (Mesa)
 - ii) Applied Mathematics AS (Mesa)
 - iii) Assistant Teacher CP (City)
 - iv) Associate Teacher CA (City)
 - v) Cosmetology AS (City)
 - vi) Cosmetology CA (City)
 - vii) Early Childhood Education AS (City)
 - viii) Economics AA-T (Mesa)
 - ix) Family Child Care CP (City)
 - x) Honors Global Competencies Certificate CP (Mesa)
 - xi) Master Teacher CA (City)
 - xii) Mathematics AA (Mesa)
 - xiii) Medical Assisting AS (Mesa)
 - xiv) Phlebotomy CP (Mesa)
 - xv) Residential Care Workers CP (Mesa)
 - xvi) Site Supervisor AS (Mesa)
 - xvii) Teacher CA (City)

8) New business

- a) FIPT program administrative edits; FIPT 249 deactivation
D. Short reported that some administrative edits to FIPT programs and FIPT 249 were walked in to CIC in order to accommodate changes to FIPT course numbers by the catalog deadline. Before walking them in to CIC he emailed the proposed changes to the department, dean, and curriculum committee members to ensure all agreed with the changes.
- b) EXSC 136A Off-Season Conditioning for Sport I revision; EXSC 136B Off-Season Conditioning for Sport II revision
These courses were walked in to CIC by another college in order to adjust the repeatability to accommodate intercollegiate athletics requirements. The courses are offered at Miramar but the committee did not get the opportunity to review them because they were walked in. He reported that he voted in favor of the changes.
- c) Revision to Curriculum Committee governance document
D. Short presented recommended changes to the Curriculum Committee governance document and explained his concern that there was no specific position for the curriculum chair on the committee, which means that the chair is selected from the voting members and therefore generates a “hole” in representation for that member. He discussed this with the Academic Senate President, and as a result is recommending adding the Chair as a separate voting position. Other minor changes are being proposed to the wording on the document as well.
Approved. MSC Bennie/Sherman

9) Old business

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a) ESOL 045 proposal

D. Short reported that he discussed with the other campuses about changing the prerequisites to “B”, and the other campuses are not in favor of that change. The other issue is that a “B” prerequisite may not be allowable under Title 5; Dean Shelly Hess is checking into this. The committee discussed the possibility offsetting this up as a limitation on enrollment requiring students to have a “B” in the prerequisite courses, similar to EDUC 100. The committee also discussed the possibility of approving an experimental course to test the effectiveness of the accelerated approach for one year. After discussion the committee confirmed that their direction to the chair is to advocate for: 1) an experimental course to run for one year before deciding on permanent changes to ESOL 045 and the other ESOL and ENGL courses; 2) a “B” prerequisite requirement in the prerequisite courses for ESOL 045; 3) if neither of the above are approved, remove Miramar from the ESOL 045 proposal.

b) ESOL 010 proposal

D. Short reported that he shared the committee’s concerns about the ESOL 010 revision with the other colleges. He received feedback that students are not actually placed on probation nor suffer financial aid penalties after just one semester. Also, since students are currently taking this course as a 5 unit course, they would need to take 7 units of other non-ESOL courses to become a full time student for financial aid purposes. And it is perhaps more likely that students would fail the 7 units of non-ESOL courses. C. Reed reiterated that both the ESOL and ENGL faculty would like to see the ESOL 010 proposal pass, as they see it as a faculty workload issue. D. Short also reported that he asked about breaking this course into two separate courses. The other two colleges do not support this idea and the faculty originator said that it the concept was already discussed and rejected by the discipline faculty for pedagogical reasons. The committee confirmed that their direction to the chair is to vote to *disapprove* this revision.

c) Catalog updates to District Requirements 3 & 4

J. Matthews requested this item be held for the next meeting because faculty members who teach HEAL 101 are working on language to describe what they think the Health Education requirement should consist of. No objections were raised to the request. D. Short agreed to place this item on the next agenda.

d) Noncredit courses offered by Miramar

D. Short reminded the committee that at a CIC meeting the idea was suggested that colleges might offer noncredit courses for beginning level English, ESOL, and math courses. Before taking any further action on the idea, CIC asked for the curriculum chairs to run the idea by their campuses to see if there was interest. D. Short reported that he received a list of questions from the ENGL and ESOL faculty members. W. Sherman shared additional questions and concerns from the MATH faculty. He also stated that the Math department is opposed to offering MATH 038 as a noncredit course. They had concerns about load, student workload and student adjustment to a college environment. L Clarke reported that the counselors would like to know the benefits this would create for students. A number of other questions were related to student services were raised. After discussion, D. Short said that he had taken notes on the points raised and would share them as Miramar’s feedback to CIC.

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- e) Assignment of courses to disciplines
D. Short reported that there has been no change on this item: the proposal was approved by Miramar and Mesa but is waiting on City's Academic Senate to vote on it.
- f) Prior learning assessment/"course waivers"
D. Short reported that Dean Shelly Hess will be mailing a letter to the State Chancellor's office asking if it is permissible for them to clear degree requirements using prior learning in the absence of a Board policy and procedure. He stated that the CIC Policies and Procedures Subcommittee was consulted on the wording of the letter.
- g) Proposal to broaden Health Ed and PE requirement
Held for next meeting due to its relationship to item 9c.

10) Reports

- a) Vice President of Instruction - none
- b) Articulation Officer
M. Sanft reported that SB 440 requires us to make an ADT for any degree we have with a TOP code matching an existing TMC degree. Miramar's degrees in Biology and Chemistry fall into this category. Miramar could also create a Nutrition ADT degree, although it is not required to do so. SDSU has deemed Chemistry as similar, and has evaluated Nutrition but probably will not approve it as similar.
- c) Curriculum Chair - none

11) Roundtable

Several committee members shared their favorable opinion of the committee's work and diligence in careful and thoughtful discussion on curriculum proposals.

12) Adjournment

The meeting was adjourned at 4:24 pm.

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Curriculum Committee
Attachment: Consent Agenda
March 4, 2015

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

- A. ACCT 270 Accounting Internship / Work Experience
- B. BUSE 270 Business Internship / Work Experience
- C. CHIL 180 Nutrition, Health and Safety for Children
- D. CHIL 188 Violence in the Lives of Children and Families
- E. LEGL 100A Introduction to Paralegalism
- F. LEGL 100B Legal Procedures
- G. MARK 100 Principles of Marketing