

San Diego Miramar College
Curriculum Committee
Meeting Minutes

March 1, 2017, 2:30-4:30
S6-110

Members Present: Matthew Cain (for Sadayoshi Okumoto); Lisa Clarke; Isabella Feldman; George Beitey (for Paulette Hopkins); Jason Librande*; Pablo Martin; Scott Moller; Larry Pink; Cheryl Reed; Shaunna Elmone (for Margarita Sanchez); Mara Sanft; Duane Short

* Nonvoting member

- 1) **Call to order** – 2:33 pm
- 2) **Approval of agenda** – Agenda was approved with the changes to add to the activations, ADJU 361D and to pull from the deactivations FIPT 326C, Sanft/Feldman MSC
- 3) **Approval of minutes from last meeting** – Approved Martin/Feldman MSC
- 4) **Course proposals**
 - a) New courses
 - b) Activations
 - i) ADJU 378 Defensive Tactics Instructor (reactivation) – Beitey stated that this course was offered last fall. He is having the Chairs go over the entire offerings and find out what is not being offered. The committee discussed issues related to deactivation and reactivating timing and options. Approved Clarke/Beitey MSC
 - ii) ADJU 361D (reactivation) – See above
 - c) Deactivations
 - i) FIPT 320A Command 1A – Short states that these courses are for the old certificate degrees, and the department is now ready to deactivate these courses. Approved to remove all the courses under Deactivations with exception to FIPT 326C. Approved Feldman/Martin MSC
 - ii) FIPT 320B Fire Command 1B
 - iii) FIPT 320C Command 1C
 - iv) FIPT 326A Training Instructor 1A: Cognitive Lesson Delivery
 - v) FIPT 326B Training Instructor 1B: Psychomotor Lesson Delivery
 - vi) FIPT 326C Training Instructor 1C: Instructional Development Techniques - pulled
 - vii) FIPT 328A Fire Management I
 - viii) FIPT 330A Fire Prevention I
 - d) Revisions
 - e) Distance Education
 - i) ADJU 220 Law Enforcement Forensics – Approved Clarke/Beitey MSC
- 5) **Award proposals**
 - a) New awards
 - b) Deactivations
 - c) Revisions
- 6) **FYIs – All Approved by consensus**

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- a) New courses
- b) Course activations
- c) Course deactivations
- d) Course revisions
- e) Distance Education
 - i) BUSE 201 Business Organization and Management (Mesa)
- f) New awards
- g) Award deactivations
 - i) Desktop Publishing CP (Mesa)
 - ii) General Office Clerk CP (Mesa)
 - iii) Keyboarder/Word Processor CP (Mesa)
- h) Award revisions
 - i) Radiologic Technology AS (Mesa)
 - ii) Radiologic Technology CA (Mesa)

7) New business

8) Old business

- a) Basic Skills English Courses – Sanft stated that last week the committee went over City’s proposal of ENGL 31/ENGL 101 Learning communities and their proposal to create a new pathway to English by using ENGL 21/ENGL 47A, to replace ENGL 42, 43, 48 and 49. It went onto CIC but was held due to a change. The change was to the assessment level. It was R20 W20 and R10 W10 for the pairing of ENGL 21/ENGL 47A. Due to technical issues, the proposals have to be brought back to the original assessment level R30 W30 and R20 W20. Short confirmed that no one was opposed to raising the prerequisite assessment levels.
- b) College Governance Committee Evaluation Assessment Tool – Short summarized the committee’s discussion up until this point. He also read an excerpt from Wheeler North’s email about this topic. Pink stated that some committees may need fixing in terms of attendance, but he has a problem with the singling out of people who do not attend. He would rather see it in the minutes then on the form. Clarke stated she does not see a need to police the committee, and should not have to take attendance. Short stated he will uphold the committee’s wishes on how the form is used. The committee discussed the process used to approve this at Academic Senate. Some committee members felt that the issues was not adequately vetted first throughout the college before a vote was taken. Short suggested that if there are concerns about the approval process those should be taken up with the Academic Senate. At the end of the discussion, Short summarized that committee members were fine with the tool’s tabs 1 and 2, and in regards to tab 3 committee members had proposed three options: 1) Fill it out completely with individual names as requested; 2) Fill it out with a percentage or other method of aggregation which avoids individual names; 3) Leave it completely blank. He stated that the issue will be on the next committee agenda and that he will suggest a vote on these options at that time.
- c) Hidden prerequisites – Short summarized the discussion on this topic from the last meeting, including issues related to process and outcome. He presented a draft CIC recommendation that lists these issues as well as a recommended solution discussed at the last committee meeting.

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The committee reviewed the form and decided to change the wording in several sections. The committee also discussed the process for approving this form. Short suggested that it should go from CRC to CIC for review and then if appropriate CIC would send it back to the colleges for review by the Academic Senates. Approved Martin/Sanft MSC

- d) Curriculum Chair election – Short asked for nominations for chair and stated that he would be willing to serve again for the next two years. No other nominations were received. Short stated that this would be on the agenda for next meeting for a vote.

9) Reports

- a) Vice President of Instruction – No report
- b) Articulation Officer – Sanft went to a regional conference. There are still problems with CID and Math 119. She spoke with other Articulation Officers and they are stuck in the coming to a resolution. Discussion regarding the CSU position of General Education changes was discussed. COMS 170 and SOCO 145 were proposed to add to the CSU GE and IGETC. Discussion on the use of Option 5 for General Education allows an AA degree to be conferred to students who hold a BA or MA degree by taking major prep.
- c) Curriculum Chair - none

10) Roundtable – In response to a question at the last meeting, Feldman said that PERG 140 is being offered and should not be deactivated.

11) Adjournment – Meeting adjourned at 4:06 pm.