

San Diego Miramar College  
Curriculum Technical Review Subcommittee  
Virtual / Zoom Meeting Minutes

2:30-4:30, September 9, 2020

Perusall: <https://app.perusall.com/>

Zoom Meeting Room: <https://cccconfer.zoom.us/j/3977050710>

<b>Members:</b> Isabella Feldman; Jennifer Ock; Ken Reinstein; Mara Sanft; Wayne Sherman; Duane Short
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*Please review all proposals on Perusall and enter your comments/suggestions as needed before our meeting.*

**1) Approval of minutes from last meeting** – Approved with an edit.

**2) Distance ed proposals** (*please review and comment in Perusall before the meeting*)

- a) CHEM 130L – Approved with the recommendation to place the proposal on the Curriculum Committee’s regular agenda and request for the Chemistry department chair, Namphol Sinakset, to attend the next meeting for further discussion.
- b) CHEM 160 – Approved.
- c) EXSC 124A – Approved.
- d) FIPT 321D – Approved with a suggested edit.
- e) GRFX 110 – Approved.
- f) MATH 015E – Approved.
- g) MATH 119 – Approved.
- h) PSYC 31 – Approved.
- i) PSYC 135 – Approved.

**3) Course proposals** (*please review and comment in Perusall before the meeting*)

- a) BUSE 229D – Approved with an edit and a suggested edit.
- b) EXSC 144D – Approved with edits.

**4) Other business**

- a) Supporting culturally responsive curriculum design
  - i) Rubric review / ideas
  - ii) Changes to Tech Review Checklist (cultural items; grading options)
  - iii) Adding member to committee
    - (1) The subcommittee reviewed the Peralta Community College District’s equity rubric and discussed the following points:
      - (a) Suggestions to change the delivery of the content as opposed to changing the content itself

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- (b) Ensuring the proposals align with Miramar's mission statement
  - (c) Added benefit of inviting experts in culturally responsive curriculum design as a potential member/guest
  - (d) Difficulty in appropriately and respectfully discussing recommended changes with the originators
  - (e) Possibly creating a checklist for the originators
- (2) D. Short will create a new draft Curriculum Technical Review Checklist incorporating ideas from today's discussion and present the document at the next meeting. He will also propose to the Curriculum Committee that we invite a Diversity/International Education Committee member to join the subcommittee as a guest.

**5) Roundtable**

- a) M. Sanft reported that the District Articulation Council (DAC) stated the lecture and lab topics must be separated in the Course Outline of Record per the IGETC standards. DAC recommends implementing the changes as the proposals come through the curriculum process.