

San Diego Miramar College  
Curriculum Committee  
Meeting Minutes

May 19, 2021, 2:30-4:30

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

Password: NCC1701

**Members:** Jon Alva; Matthew Cain; Berta Cuaron; Isabella Feldman; MaryAnn Guevarra; Christina Hambrick\*; Alex Mata; Max Moore\*; Kelly Morelewski\*; Jennifer Ock; Larry Pink; Ken Reinstein; Mara Sanft; Wayne Sherman; Duane Short; Alex Stiller-Shulman\* (proxy for Jon Alva); Ryan Zimmerman  
\* Permanent guests

- 1) **Call to order** – 2:47 P.M.
- 2) **Approval of agenda**
  - a) D. Short requested to add BLAS 140A and BLAS 140B under section 5.d. Revisions, and Program Viability Process for Program Modifications to section 7 Other Business.
  - b) Motion to approve with the editions by L. Pink; seconded by M. Guevarra; motion carried.
- 3) **Approval of minutes from last meeting** – Motion to approve by L. Pink; seconded by K. Reinstein; motion carried.
- 4) **Approval of consent agenda**
  - a) M. Sanft requested to pull PSYC 230, 245, and 283 under the Distance Education section.
  - b) Motion to approve with the exception to PSYC 230, 245, and 283 by K. Reinstein; seconded by M. Sanft; motion carried.
  - c) PSYC 230 Psychology of Lifespan Development (City)
  - d) PSYC 245 Abnormal Psychology (City)
  - e) PSYC 283 Introduction to Cognitive Psychology (City)
    - i) M. Sanft stated she recalled the districtwide Psychology faculty agreed several years ago to not offer certain Psychology courses in a Distance Education (DE) format.
    - ii) D. Short clarified that with the occurrence of the COVID-19 pandemic and the faculty needing to review all proposals for DE, he believes the faculty came up with a new agreement.
    - iii) Motion to approve PSYC 230, PSYC 245, and PSYC 283 by M. Sanft; seconded by M. Guevarra; motion carried.
- 5) **Course proposals**
  - a) New courses
  - b) Activations
  - c) Deactivations
    - i) ADJU 381 POST Certified Regional Academy Module 1
    - ii) ADJU 382 POST Certified Regional Academy Module 2
    - iii) ADJU 383 POST Certified Regional Academy Module 3
    - iv) ADJU 384 POST Certified Regional Academy Module 4

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- (1) D. Short stated ADJU 381 – 384 were originally deactivated and replaced with ADJU 260 about a year ago. However, the police academy requires the deactivated courses during the transition period. Hence, the four courses were reactivated. Now, the current deactivation proposals are effective Fall 2022 after the overlap year has expired.
  - (2) Motion to approve ADJU 381, ADJU 382, ADJU 383, and ADJU 384 by B. Cuaron; seconded by M. Sanft; motion carried.
- d) Revisions
- i) BLAS 140A & 140B History of the U.S., Black Perspectives (Mesa originating)
    - (1) D. Short stated BLAS 140A and B are also offered by City and Miramar. The CSUs disapproved the proposals for the CSU GE Area F Ethnic Studies requirement. The Black Studies faculty would like to re-submit through the appeal process, and the deadline for this process is quickly approaching. The revisions have not been incorporated into CurricUNET, and the deadline to input them is Tuesday of next week. The faculty provided a summary of changes as follows:
      - (a) 1. No changes to the course content – to prevent any possible interference with existing articulation of these courses
      2. Text updates that clarify “classics” from 2013 + publications. A few other texts will be added.
      3. A list of the competencies reflected in each course with selected examples of the CLOs and course content that specifically meets each competency. Selected language from the competencies will be added to the CLOs only.
    - (2) The committee discussed the following topics:
      - (a) Miramar’s Black Studies faculty’s willingness to work with the Mesa faculty
      - (b) Reviewing and approving a proposal without an actual Course Outline of Record; a unique situation and exception that is not the norm for the Miramar Curriculum Committee’s normal business practices
    - (3) Motion to approve BLAS 140A and BLAS 140B based on the summary of changes with the understanding that the details will be worked out through the discipline faculty by L. Pink; seconded by M. Sanft; motion carried.
  - ii) CHIL 291A Child Development Center Practicum (Mesa originating)
  - iii) CHIL 291B Child Development Center Practicum (Mesa originating)
  - iv) CHIL 291C Child Development Center Practicum (Mesa originating)
  - v) CHIL 291D Child Development Center Practicum (Mesa originating)

*Six-year review including update to description and texts for currency.* [NOTE: Same changes proposed for all four CHIL 291 courses.

    - (1) D. Short stated CHIL 291A – D have the same title. There are other course sets that carry the same title. In the past, the committee has given approval with the suggestion to create a separate title for each proposal.
    - (2) The committee discussed the Miramar Child Development department’s lack of commentary on changing the titles.
    - (3) Motion to approve CHIL 291A, CHIL 291B, CHIL 291C, and CHIL 291D by L. Pink; seconded by M. Sanft; motion carried.

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- vi) [ENGL 048 College Reading and Study Skills II](#)  
*Six-year review, including removal of all prerequisites, updates to distance ed information for Miramar, and updates to example textbook editions.*
- vii) [ENGL 049 Basic Composition](#)  
*Six-year review, including removal of all prerequisites, updates to distance ed information for Miramar, and updates to example textbook editions.*
- (1) D. Short stated the ENGL 42, ELAC 45, and ELAC 145 prerequisites have been removed from ENGL 48 and 49 due to the AB 705 mandate.
  - (2) Motion to approve ENGL 48 and ENGL 49 by B. Cuaron; seconded by M. Guevarra; motion carried.
- ii) EXSC 139A Weight Training I (City originating)
- iii) EXSC 139B Weight Training II (City originating)
- iv) EXSC 139C Weight Training III (City originating)
- v) EXSC 139D Weight Training IV (City originating)  
*Six-year review and update textbooks. Revise short description. Revised catalog course description. Revise student learning objectives to include language specific for one unit course focus. Minor revisions to outline of topics to correct capitalization and update with relevant content. [NOTE: Same changes proposed for all four EXSC 139 courses.]*
- (1) M. Cain stated the Miramar Exercise Science department approves of the proposals.
  - (2) Motion to approve EXSC 139A, EXSC 139B, EXSC 139C, and EXSC 139D by M. Guevarra; seconded by M. Sanft; motion carried.
- vi) [FILI 100 Filipino American Experience](#)  
*Urgent update and reorganization of course content to meet CSU GE area F; removal of alternative Sociology discipline assignment.*
- (1) D. Short stated the CSUs rejected FILI 100 which was being proposed for the CSU GE Area F Ethnic Studies requirement. Thus, the proposal's content had been updated and reorganized to meet the criteria and submit for the appeal process. Also, the alternative Sociology discipline assignment had been removed.
  - (2) J. Patacsil expressed her appreciation for D. Short and M. Sanft's assistance in reviewing FILI 100's revisions and ensuring it has the needed language that is acceptable for the CSU reviewers. The Outline of Topics had been reorganized by writing the criteria as the major topics while the rest of the content was formatted into subtopics. Also, certain topics that were previously/currently taught in the course were added in order to more explicitly call out the Ethnic Studies criteria.
  - (3) M. Sanft stated FILI 100 currently has an existing CSU GE Area D approval. Since there were no substantive changes, the Miramar faculty believes there is a balance in meeting both Area D and F requirements.
  - (4) The committee discussed the following points:
    - (a) GE Areas being distinct requirements; Courses meeting multiple CSU GE Area requirements and the level of scrutiny they are subjected to by the reviewers; the risk/possibility of not gaining approval not due to meeting the GE Area F criteria but rather claiming the course meets both Area D and F

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- (b) Issue in the CSU review process; reviewers only currently reviewing for Area F
- (c) Which courses across the District will be re-submitted for GE Area F
- (5) Motion to approve by M. Guevarra; seconded by A. Stiller-Shulman; motion carried.
- a) Distance Education
- 2) **Award proposals**
  - a) New awards
    - i) Business Administration for Transfer 2.0 AS-T
      - (1) D. Short stated MATH 150 has been added to the Calculus course options and CISC 181 has been changed from a required course to an elective option under the Business Administration for Transfer 2.0 AS-T. Some of the CSUs would like this to be approved by the Fall 2021 term in order for the Fall 2022 students to receive guaranteed admissions. If approved, the proposal would then go to an emergency Curriculum Instructional Council meeting.
      - (2) The committee discussed the following points:
        - (a) Under the Award Description, revising the existing language about strongly advising students to see a counselor regarding which AS-T to follow; underscoring the fact that there are two AS-Ts
        - (b) Revising the original, 1.0 version to also have the same language for consistency
        - (c) Incorporating the language into the Business program webpage
        - (d) Re-evaluating the deactivation of the 1.0 version in the next academic year as we receive more information from the CSU system
      - (3) Motion to approve with the suggestion to revise the existing language in the Award Description section about strongly recommending students to see a counselor and highlighting the existence of two AS-Ts by L. Pink; seconded by M. Sanft; motion carried.
  - b) Deactivations
  - c) Revisions
    - i) Business Management CA
      - (1) D. Short stated the Business Management CA is still at the Vice President of Instruction's level for review in CurricUNET. However, he would like the proposal to be reviewed today since this is the last meeting for the Spring 2021 term, and he can speak to the proposal as an originator. The Chancellor's Office created a new SP02 rule not allowing certificates to span at the 30-unit mark (i.e., must be offered at 29 units or below, or 30 units and above) since they view the range in units as a varied requirement and also due to a system limitation. Therefore, the Business Management CA is being proposed to remove MATH 150 from the Mathematics course options in order to set up the certificate as less than 30 units.
      - (2) B. Cuaron agreed to have the committee review the proposal today and will forward the proposal in CurricUNET.
      - (3) Motion to approve by B. Cuaron; seconded by M. Sanft; motion carried.
- 3) **Other business**
  - a) CSU admission practices for Business Administration for Transfer AS-Ts

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- i) M. Sanft stated that SDSU recently planned to accept both Business Administration for Transfer AS-Ts (the current, 1.0 version and the 2.0 version) for priority admissions similarity. The institution will work with the students for the next few years as they figure out when the 1.0 version will be phased out in order to not create any disadvantages. However, CSU San Marcos will require the 2.0 version effective Fall 2022. SDCCD is not in CSU San Marcos' service area and therefore, the colleges have 3rd tier priority.
- ii) The committee discussed the following points:
  - (1) The possibility of the CSUs creating a chart that outlines which CSUs will accept which versions
  - (2) Further progression away from the AD-T legislation's original intent to streamline the guaranteed transfer process
- b) 2021-22 committee membership
  - i) D. Short stated with the new College Governance Handbook being implemented in Fall 2021, he believes all the current membership's seats are valid for the 2021 – 2022 year, and the periodic cycling off will happen after the aforementioned academic year. He requested that any member inform him if they will not continue participating in the committee for the upcoming year.
- c) New CSU GE ethnic studies requirement
  - i) See items 5.d.i. and vi.
- d) Title 5 section 55063 proposed revision comment period (Ethnic Studies)
  - i) D. Short stated there is a proposed change in Title 5 section 55063 under the General Education requirements for earning an Associate's degree in regards to adding an Ethnic Studies requirement. Before changes are incorporated to State regulation, the State Chancellor's Office holds a commentary period for the public to offer their feedback. We are currently in the commentary phase, and it will end on June 19, 2021.
  - ii) M. Sanft stated the District Office has encouraged the colleges to submit feedback and questions during the commentary period in order to glean more specifics since there is currently no criteria for the proposed revision.
- e) Program viability process for program modifications
  - i) D. Short stated the program viability process is composed of three parts: establishment of a new program, abolishment of an existing program, and program modification. A workgroup was created in order to define what a program modification entails since it had been unclear what it consists of. Per the workgroup, it is defined as creating a new award that is being added to an existing program or a substantive change to an existing award. The proposed process involves the Curriculum Committee screening the program modifications using the five criteria, a standard that the committee applies to the current curriculum proposal review. Furthermore, the work group is recommending the following under the resource category: if a new award will be initially offered using categorical or grant funding (i.e., soft money), then as part of the award submittal, there needs to be a plan that has been approved by the department chair and the dean on how to institutionalize the award in the future. These changes are currently in the development phase. It will be reviewed at the next Academic Affairs meeting.

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- ii) The committee discussed the following points:
  - (1) Historical context of the program viability process
  - (2) Creation of a flowchart which helps the reader to determine under which category the program change falls under in addition to a section outlining the program modification criteria
  - (3) Academic Senate having already given their support to the workgroup's proposal (not an item that was voted on)
  - (4) Effective date of implementation
- f) Aligned curriculum policy
  - i) M. Sanft stated she received a response to the questionnaire she had posed. One of the colleges with the Riverside Community College District stated their District operates as if it is a single college. There is one Curriculum Committee for the three colleges, and the faculty coordinate on each proposal.
- 4) Reports**
  - a) Vice President of Instruction – B. Cuaron stated she and Laura Murphy conducted an interview with Alex Stiller-Shulman for the Curriculum Chair position. They will forward the recommendation to President Lundburg.
  - b) Evaluator – None.
  - c) Articulation Officer – None.
  - d) Curriculum Chair – D. Short thanked the committee members for their participation and discussions. He also thanked B. Cuaron for her service to the committee. He expressed his deepest appreciation for all the members' work and dedication, and enjoyment during his time with the committee throughout the years.
- 5) **Roundtable** – None.
- 6) **Adjournment** – 4:17 P.M.

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Consent Agenda

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

1. HIST 100 World History I
2. HIST 101 World History II

**FYIs - Proposals for courses or awards not offered at Miramar or distance education at other colleges**

- a) New courses
- b) Course activations
- c) Course deactivations
  - i) BLAS 296 Individualized Instruction in Black Studies (City)
  - ii) ENGL 042 College Reading and Study Skills I (Mesa)
  - iii) ENGL 043 English Review (Mesa)
  - iv) EXSC 170A Women's Gymnastics I (Mesa)
  - v) EXSC 170B Women's Gymnastics II (Mesa)
  - vi) EXSC 170C Women's Gymnastics III (Mesa)
  - vii) EXSC 170D Women's Gymnastics IV (Mesa)
- d) Distance education
  - i) PSYC 230 Psychology of Lifespan Development (City)
  - ii) PSYC 245 Abnormal Psychology (City)
  - iii) PSYC 283 Introduction to Cognitive Psychology (City)
- e) New awards
- f) Award deactivations
  - i) Elementary Teacher Education AA-T (City)
- g) Award revisions
  - i) Architecture Design AS (Mesa)
  - ii) Architecture Technician AS (Mesa)
  - iii) Architecture: University Track AS (Mesa)
  - iv) Building Inspection and Construction Management AS (Mesa)
  - v) Building Inspection and Construction Management CA (Mesa)
  - vi) Construction Management AS (Mesa)
  - vii) English AA (Mesa)
  - viii) Musical Theatre AA (City)
  - ix) Nutrition AS (Mesa)
  - x) Nutrition and Fitness AS (Mesa)
  - xi) Political Science AA-T (Mesa)

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

1. Occupational/Technical Studies AS