Curriculum Committee – Draft Minutes

San Diego Miramar College

**September 20, 2023 ● Zoom + Building R Conference Room ● 2:30-4:30pm**

**Members Present:** Matthew Cain, Paul Chlapecka, Isabella Ela, \*Evelyn Escalante, Darren Hall (Chair), \*Jamie Hammond, Scott Moller,Michael Odu, Mara Palma-Sanft, \*Meilani Peleti, Kirk Webley, Brenda Wilborn (Ex Officio)

\**District Evaluators share one vote*

**Members Absent:** Najah Abdelkader

**Vacancies:** Student Designee

**Guests:** Wai-Ling Rubic

**Support Staff:** Sharilyn Wilson

1. **Call to Order**
2. Meeting called to order at 2:31pm by Chair Hall
3. **Approval of Agenda**
4. Request to take agenda items out of order to accommodate guest presenter. Request to move EXSC 286 from consent agenda to section 7.e of regular agenda (Distance Education). MSC (Odu/Palma-Sanft) to approve the meeting agenda with changes. (0-Nayes, 0-Abstentions)
5. **Approval of Minutes**
6. MSC (Palma-Sanft/Cain) to approve the September 6, 2023 minutes as presented. (0-Nayes, 0-Abstentions)
7. **Membership Update – (Ex Officio Math SME)**
8. Wilborn confirmed as ex officio Math Subject Matter Expert member.
9. **Annual Committee Training (Shelly Hess)**
10. A link to Dean Hess’ presentation from September 6 will be distributed to the Committee members via email.
11. **Approval of Consent Agenda**
12. MUSI 190 needs a requisites analysis. Will be referred to Miramar’s Curriculum Tech Writer. MSC (Odu/Cain) to approve the Consent Agenda as presented (with revision to EXSC 286 as noted above). (0-Nayes, 0-Abstentions)
13. **Course Proposals**
14. New Courses (Will be walked in to September 28 CIC Meeting)
	1. FIPT 332E Rope Rescue Technician
	2. FIPT 332F Trench Rescue Technician
		* FIPT 332E & 332F are part of the Fire Discipline; reviewed as a bundle
		* Verified texts listed are latest version
		* Approving courses and DE status.
		* MSC (Palma-Sanft/Odu). (0-Nayes, 0-Abstentions)
	3. FIPT 353A Plan Examiner 1A - Building Plan Review
	4. FIPT 353B Plan Examiner 1B - Fire Protection and Life Safety Systems Plan Review
	5. FIPT 353C Plan Examiner 1C - Hazards and Special Operations Plan Review
		* FIPT 353A-C reviewed as a bundle.
		* Verified texts are latest version
		* Approving courses and DE status.
		* MSC (Sanft/Cain). (0-Nayes, 0-Abstentions)
15. Activations
	1. CISC 246 Discrete Mathematics for Computer Science (*Course activation at City; Propose for UCTCA and Cal-GETC Area 2.)*
		* No vote required
		* Miramar offer Discrete Mathematics through Math Department, not Computer Science.
	2. OCEA 101 The Oceans *(Activate course at City College. Proposed for fully online DE. Proposed for GENERAL EDUCATION: CSU General Education, B1 Area B. Scientific Inquiry and Quantitative Reasoning - Physical Science; District General Education, B2 Natural Sciences - Physical Sciences; IGETC, Area 5. Physical and Biological Sciences - 5A: Physical Science; UC Transfer Course.)*
		* No vote required
		* Discussion – do we need to start listing Cal-GETC on proposals?
16. Deactivations
	1. ENGL 48 and ENGL 49 (Due to AB 1705)
		* No vote required
17. Revisions
	1. PHYS 290A General Physics I
		* Will need to be submitted to the UCs due to requisite change.
		* MSC (Odu/Cain). (0-Nayes, 0-Abstentions)
18. Distance Education
	1. EXSC 286 Techniques of Exercise Leadership
		* MSC (Palma-Sanft/Odu). (0-Nayes, 0-Abstentions)

1. **Award Proposals**
2. New Awards - None
3. Deactivations
	1. Child Development - Family Child Care (CP)
	2. Child Development - Family and Child Relations (CP)
	3. Child Development - Infant/Toddler Care (CP)
	4. Child Development - Residential Care Workers (CP)
		* Committee heard a presentation from Wai-Ling Rubic, Child Development Chair, on these deactivations and the revisions listed below.
		* Goal is to modernize the CHIL curriculum and better align with state and industry standards. (CAP-8 Curriculum Alignment Project)
		* Updates will also help ensure portability of courses.
		* Increased industry demand due to California’s Universal Prekindergarten (UPK) efforts – credentialed K-12 teachers are being pulled in to teach Pre-K courses, without Early Childhood Education experience (not developmentally appropriate pedagogy.
		* Discussion on CHIL 270 – will not longer be able to count as a practicum under new state regulations. CHIL 190 will be a replacement for the combination of CHIL 151/270 at City & Miramar.
		* MSC (Palma-Sanft/Escalante). (0-Nayes, 0-Abstentions)
4. Revisions
	1. Child Development AS
	2. Site Supervisor AS
	3. Child Development: Master Teacher CA
	4. Child Development: Teacher CA
	5. Child Development: Associate Teacher CA
	6. Child Development: Assistant Teacher CA
		* Changes will be walked in to the September 28 CIC meeting.
		* MSC (Odu/Cain). (0-Nayes, 0-Abstentions)
5. **Other business**
6. Request by Fire to add new Four-Letter Designator “FACD” for the alignment of Fire Academy courses under program to ensure Program Outcomes, Review etc., align with State Fire Training.
	1. Goal is to simplify budgeting and scheduling
	2. Effective Fall 2025
	3. Does not replace FIPT; will be used for Academy courses only.
	4. Long-term plan is to pilot common course numbers, in alignment with AB 1111. (New academy will be five modules, numbered FACD 170-174.)
	5. MSC (Palma-Sanft/Moller). (0-Nayes, 0-Abstentions)
7. **Reports**
8. Vice President of Instruction – No Report
9. Evaluator – No Report
10. Articulation Officer
11. Palma-Sanft discussed the importance of properly screening for DE in the context of accreditation.
12. As a part of the current accreditation cycle, accreditors will be reviewing the archived Canvas shell for a random sample of Spring 2023 DE courses, to verify compliance with interaction policies.
13. Curriculum Chair
14. CIC - Curriculum on Hold and 2 Yr/6 Yr reviews
	* + List of courses that have been sitting in CurricUNET for a while.
15. [Active not Offered](https://sdccd0.sharepoint.com/%3Ax%3A/s/MiramarCurriculumChair/EYy41HmVviRHqxOEkxAkPjkB2LudjBuT4nVlPKWUPXM3pQ?e=ySNcom)
	* + If courses are part of a program, they must be offered regularly or deactivated
		+ Discussion of “X’ (Learning Community courses) – they’re often activated alongside the regular version of the course. Is there a way to keep them active so they can be scheduled as needed?
		+ VP Odu will share out with instructional deans.
16. Work Experience Change Updates
	* + District intends to process these via administrative change.
		+ Clarification needed on repeatability.
17. Common Number 1111 Presentation (Suggest Fall 2027 fully implement)
	* + Taskforce is meeting two more time this calendar year.
		+ Math Department has two proposals (Precalculus - 141A & 141B) that have been held at the CIC level pending these changes. Can these proposals be released/restarted?
		+ Concerns about equivalency when Common Course Numbering does come into effect.
18. **Roundtable**
19. **Adjourned**
	1. Adjourned by consensus at 4:35pm

**Next Scheduled Meeting: Wednesday, October 4th, 2:30-4:30pm**