Curriculum Committee Minutes
San Diego Miramar College
October 16, 2024 ● Zoom + Building R Conference Room ● 2:30-4:30pm

APPROVED November 6, 2024

Members Present: Amy Alsup, Matthew Cain, Paul Chlapecka, Isabella Ela, Evelyn Escalante*, Darren Hall (Chair), Jamie Hammond*, Veronica Hartmann, Scott Moller, Michael Odu, Mara Palma-Sanft, Meilani Peleti*, Daniel Sifuentes, Brenda Wilborn (Ex Officio)

*_District Evaluators share one vote_

Members Absent: None

Guests: None

Support Staff: Sharilyn Wilson

1) Call to Order
    a. Meeting called to order at 2:30pm by Chair Hall.
2) Approval of Agenda
    a. Hall: Request to add PHIL 100 and PHIL 107 to agenda under _Proposals from Another College (Also Active at Miramar College)_.
    b. MSC (Moller/Ela) to approve meeting agenda with the above revision. (0-Nayes, 0-Abstentions)
3) Approval of Minutes
    a. MSC (Palma-Sanft/Moller) to approve the September 18, 2024 minutes as presented. (0-Nayes, 0-Abstentions)
4) Approval of Consent Agenda
    a. No items
5) Course Proposals
    a. Miramar Curriculum
        i. CBTE 127 Beginning Microsoft PowerPoint (Credit Course Revision)
            • Six-year Review. Modified short description, added Pass/No Pass option, split lecture and lab content, updated textbook, removed advisories that are not offered at Miramar, updated DE language, and made minor grammar and technical edits.
            • Was already approved for distance education; updated to reflect current DE language.
            • **MSC (Ela/Moller) to approve as proposed. (0-Nayes; 0-Abstentions)**
        ii. CHIL 176 Infant and Toddler Care and Curriculum (Credit Course Revision)
            • Update to meet industry standards CAP 8, including: 1) Change in title from "Care and Education for Infants and Toddlers." 2) Change to

catalog description. 3) Updates to content and student learning objectives. 4) Updates to example textbook and manual editions.

- **MSC (Ela/Odu) to approve as proposed. (0-Nayes; 0-Abstentions)**

    iii. [AUDI 204 Audio System Design and Maintenance](#) (Credit Course Revision)

- Six-year review, including change of subject area from MUSI to AUDI (course number remains the same), addition of required faculty qualifications, and minor technical edits.
- Committee reviewed proposal and verified the additional faculty qualifications.
- Ela noted that MUSI 190 Introduction to Music Technology is still a prerequisite.
- **MSC (Ela/Moller) to approve as proposed. (0-Nayes; 0-Abstentions)**

b. Miramar DE Only Curriculum: Consent Agenda
-    i. No items

c. Non-DE Curriculum: Consent Agenda
-    i. No items

d. Proposals from Another College (Also Active at Miramar College) Curriculum
-    i. [PHIL 100 Logic and Critical Thinking](#) (Credit Course Revision) [Mesa]
  - Minor modifications to course outline content for CID110 approval. Added one objective. Updated texts. Minor updates to correspond to new/changed fields in Meta.
  - Committee noticed that some SLOs and Distance Education items were not populating correctly in the *All Fields* report. District CIC Technical Review can help us fix the issue.
  - **MSC (Palma-Sanft/Ela) to approve provided SLO/DE issues are fixed. (0-Nayes; 0-Abstentions)**

-    ii. [PHIL 107 Reflections on Human Nature](#) (Credit Course Revision) [Mesa]
  - Six year review including review of texts for currency.
  - Committee reviewed the distance education language.
    - Proposal uses the language "regular and effective" instead of "regular and substantive" interaction.
    - Substantive is strongly preferred for articulation purposes.
    - Ideally all campuses should be using the same language.
    - Palma-Sanft and Hartmann will connect and confirm language to be used.
  - Under General Education/Transfer, it is correct that Cal-GETC is currently listed as "No", given that Cal-GETC is not yet in effect.
  - As with PHIL 100, some SLO/DE fields are not populating correctly and will need to be fixed with District help.
  - **MSC (Odu/Palma-Sanft) to approve provided SLO/DE issues are fixed. (0-Nayes; 0-Abstentions)**

iii. [REAL 115 Real Estate Finance](#) (Credit Course Revision) [Mesa]
- Six year review including text review & update for currency.
- Committee reviewed textbooks to ensure currency.
- **MSC (Ela/Palma-Sanft) to approve as proposed. (0-Nayes; 0-Abstentions)**

iv. [MUSI 111 Jazz History](#) (Credit Course Revision) [Mesa]
- Six year review including: 1) review and update of texts for currency, and 2) Mesa DE update - verbiage, contact types and participants.
- Committee reviewed textbooks to ensure currency.
- **MSC (Ela/Moller) to approve as proposed. (0-Nayes; 0-Abstentions)**

v. [PSYC 259 Behavioral Science Statistics Lab](#) (Credit Course Revision) [Mesa]
- Six year review including textbook updates and updates to correspond with new/changed fields in Meta
- Committee reviewed textbooks to ensure currency.
- **MSC (Ela/Palma-Sanft) to approve as proposed. (0-Nayes; 0-Abstentions)**

vi. [MATH 116 College and Matrix Algebra](#) (Credit Course Revision) [City]

vii. [MATH 121 Basic Techniques of Applied Calculus](#) (Credit Course Revision) [City]

viii. [MATH 122 Basic Techniques of Calculus II](#) (Credit Course Revision) [City]
- MATH 116, 121, and 122 were reviewed as a bundle.
- All involve an update to the Distance Learning language. (Removal of Fully Online delivery method because students must take proctored final exam in-person.)
- **MSC (Odu/Ela) to approve all three courses as proposed. (0-Nayes; 0-Abstentions)**

e. Proposals from Another College (Not Active at Miramar College) Curriculum
   i. No items

f. FYI Curriculum
   i. No items

g. Walk In List for CIC Meeting
   i. No items

6) Other Business
   a. No items

7) CIC Update
   a. Program Viability
      i. The District is developing a document to guide faculty through the Program Viability process.
      ii. Document is undergoing one final review at CIC level.
      iii. Miramar has its own document that is also going through review separately
   b. Satisfactory Academic Progress (SAP) Financial Aid Statement for Syllabus AB789

i. [Assembly Bill 789](#) will require a syllabus statement regarding SAP & Financial Aid.

ii. No additional information on implementation in the SDCCD at this time.

c. AB 928 Implementation: ADT Compliance with Assembly Bill 928 and CalGETC Curriculum Submission Guidance ([CCCCO ESS 23-44](#))

i. No discussion or updates

d. Gainful Employment Update

i. Involves CTE programs; report-out procedure is to be determined.

e. AB 1111 Common Course Numbering (Informational Only)

i. New Designators

- Communication Studies – COMM
- Political Science – POLS
- Statistics – STAT
  - CRC does not need to vote on these; they are being presented as an informational item only.
  - These new designators will only be applied to the six courses in Phase 1 of the Common Course Numbering project at this time.
  - Wilborn mentioned that the Math Department has serious concerns about the STAT change. Specifically, will students have difficulty finding these classes, since they would be listed under MATH? Wilborn mentioned that it would be helpful if the classes could at least be linked in our online catalog, so that they both come up when students search for math courses.
  - Palma-Sanft: as of October 15th, the Articulation Officers learned that all six courses in Phase 1 will need to be reviewed for Cal-GETC GE. Previously the State Chancellor's Office had said only COMM would need to be reviewed. More info to come.

ii. Share AB 1111 Timeline

- No updates

f. Meta Training/Open Labs (Fridays)

i. Open labs held on Zoom every Friday (Starting September 6, 204) 10:30-11:30am

ii. [Open Lab Zoom Link](#)

iii. Additional Support and Assistance: For general questions or if you encounter issues, the CurriQunet help desk is available for support at ext. 6502.

8) Policies & Procedures

a. [Constituent Review](#) (Action Item – Review in detail & address any concerns before moving forward to Academic Senate)

i. [Board Policies & Procedures Approval Flowchart](#)

ii. Committee Review of Curriculum-Related APs/BPs

- AP 4222 Basic Skills Coursework
  - Committee added comment on page 1 regarding the use of "high school transcript data". High school transcript data is no longer used as a primary means for placement. Students are asked to self-report via CCC Apply in accordance with AB 1750.
- AP 4234 Credit for Prior Learning
  - District-wide position on high-school exams for credit for prior learning/credit by exam is that these will generally not be accepted for general ed requirements.
  - CPL is not necessarily aligned among all three campuses – ideally it would be the same for each. Of note – if the method is CBE, each campus must have someone available to administer the exam.
- AP 4227 Repeatable Courses
  - No concerns/corrections

9) Guided Pathways Update
   a. No updates
10) VPI Update
    a. No update
11) Articulation Update
    a. No update
12) CRC Chair Update
    a. No update
13) Roundtable
    a. Wilborn: Since MATH 148 did not receive necessary approval, the Math Department has decided not to offer the course.
       i. Chancellor Smith is going to advocate with the State Chancellor's Office – what are our options now that the innovative preparatory course we designed is not approved?
       ii. There seems to be a disconnect between what the Chancellor's memo ESLEI 24-15 requires and what the actual AB 1705 legislation says.
    b. Hall: The adjunct faculty group will be meeting Thursday, October 17th to discuss common course numbering and learning community support classes.
14) Adjournment
    a. Adjourned by consensus at 4:39pm

Next Meeting: Wednesday, November 6, 2:30-4:30pm, Building R Conference Room