

San Diego Miramar College
Curriculum Committee
Meeting Minutes

March 6, 2019, 2:30-4:30

M-108

Members: Matthew Cain; Lisa Clarke; Isabella Feldman; Paulette Hopkins; Helen Houillion; Jennifer Ock; Larry Pink; Cheryl Reed; Mara Sanft; Wayne Sherman; Duane Short; Alex Stiller-Shulman (proxy for Jon Alva and Pablo Martin); Ryan Zimmerman*

* Permanent guests

- 1) **Call to order** – 2:35 P.M.
- 2) **Approval of agenda**
 - a) M. Cain requested to add EXSC 136 and 137 to item 4., New Business.
 - b) Motion to approve the agenda with the amendment by W. Sherman; seconded by I. Feldman with J. Ock as proxy for H. Houillion; motion carried.
- 3) **Approval of minutes from last meeting**
 - a) Motion to approve by W. Sherman; seconded by M. Sanft; motion carried.
- 4) **Approval of consent agenda**
 - a) Motion to approve by W. Sherman; seconded by I. Feldman; motion carried.
- 5) **Course proposals**
 - a) New courses
 - b) Activations
 - c) Deactivations
 - d) Revisions
 - i) CHIL 151 Program Planning (City proposing; already walked in to CIC)
 - (1) Motion to approve by W. Sherman; seconded by C. Reed; motion carried.
 - a) Distance Education
 - i) ENGL 031 Academic Literacy
 - (1) D. Short stated the Curriculum Technical Review Subcommittee changed the standard language utilized for distance education in order to comply with the state and federal regulations, which require regular and effective contact with and among the students. In comparison to Blackboard, Canvas offers a two-way announcement tool, which allows for communication between the instructor (who posted the announcement) and the student.
 - (2) The committee discussed the following points:
 - (a) The amount of support available for students taking ENGL 031 online
 - (b) Advantages and disadvantages for online modality
 - (c) The timeline for approving all courses (e.g., distance education change, schedule only, and board and/or state approval requirement)

**San Diego Miramar College
Curriculum Committee**

- (3) Motion to approve by W. Sherman with the possibility of changing the start date to fall 2019 dependent upon the English department's approval in which case D. Short will walk in the item to CIC; seconded by C. Reed; motion carried.

2) Award proposals

- a) New awards
- b) Deactivations
- c) Revisions

3) Old business

- a) Proposed additions to courses clearing Math Competency District Requirement (attachment)
 - i) D. Short provided a status report as demonstrated in the following points:
 - (1) Showed the current list as it stands in CIC
 - (2) Discussion among members of CIC in regards to the logic for which courses are on the list
 - (3) Sharing the Curriculum Committee's discussion about a course that teaches quantitative reasoning and the different levels of quantitative reasoning in addition to how much quantitative reasoning should be part the course
 - (4) Mesa and City College taking the reported points into consideration and bringing them back to their respective committees
 - (5) Due to the need for a criterion, D. Short volunteering the Curriculum Committee to draft proposed catalog language
 - (6) The matter being shared with Academic Affairs and the departments not proposing any editions
 - (7) The matter being on the agenda at Academic Senate but not being shared due to lack of time
 - ii) The committee discussed the following points:
 - (1) Shared at Deans' Council with P. Hopkins requesting the list to be shared with faculty
 - (2) The timeline for finalizing the current list of courses and drafting the criteria language
 - (3) The possibility of narrowing the list
- b) Requirements for multiple degrees (attachment)
 - i) D. Short provided a status update as demonstrated in the following points:
 - (1) The language being reported to CIC and the Academic Senate
 - (2) Ongoing discussion of what would be the appropriate number of units of separation and the range that had been agreed upon (0 to 12 units)
 - (3) City and Mesa Colleges' Curriculum Committees' opinions
 - ii) The committee discussed the following points:
 - (1) Arguments for or against having units of separation (e.g., funding formula, versatility, dilution of degrees)
 - (2) 6-12 range of units for future incremental changes due to the difficulty of adding more units if starting from 0
 - iii) D. Short stated the wording and the committee's discussion of 0 versus 6 versus 6 to 12 range of units will be brought to CIC.

4) New business

San Diego Miramar College
Curriculum Committee

- a) Math Competency District Requirement criteria language (attachment)
 - i) D. Short borrowed language from the CSU GE standards to create criteria language for Math Competency draft.
 - ii) The committee discussed the following points:
 - (1) CSU GE standards' stringent criteria
 - (2) Quantifying the criteria: the amount and type of quantitative reasoning (e.g., specific language such as roots)
 - (3) Ambiguity in the current language
 - (4) Utilizing language in the CSU GE standards for MATH 118 and the Common Core standards
 - iii) D. Short asked the committee members to share the language with various departments and generate wording that captures the amount of content that should cover quantitative reasoning. If the piece is approved by the committee, it will be brought forward to CIC as suggested language and asked to be shared with Mesa and City College.
- b) Modification of course outlines for AB705 changes
 - i) D. Short shared the following points in regards to the AB 705 changes requiring course outline modifications:
 - (1) Advisory and prerequisite changes being incorporated administratively or requiring course proposals to go through the Curriculum process
 - (2) If done administratively, having the Curriculum Services Office disseminating a list of current and proposed courses
- c) Call for nominations for Curriculum Chair
 - i) D. Short stated elections for Curriculum Chair will be held on April 3rd and nominations will be taken at the next Curriculum Committee meeting.
- d) EXSC 136 and 137
 - i) M. Cain stated the similarities and differences between the existing EXSC 136 and Mesa College's proposed EXSC 137 course (e.g., the number of units)
 - ii) The committee discussed the following points:
 - (1) The reasons for scheduling the course at 3.0 units with an alternative of maximum 1.5 units
 - (a) 11 hours (too much) versus 5 hours (optimal)
 - (2) Negative impact when taking other courses concurrently and on the transfer requirement/process
 - (3) Possible eligibility requirement reason with higher units weighing more to alter G.P.A.
 - (4) Apportionment claim of no more 350 hours per student due to fairness issue
 - (5) Comparison against N.C.A.A.'s off-season hours
 - (6) Repeatability issue
 - (7) Researching California Community College Athletic Association's off-season hours rules
 - iii) D. Short stated he will bring up the aforementioned points (1 through 5) at CIC if the proposals arrive there with a 3 unit maximum. If that occurs he will ask the proposal to be held and for the two colleges to address the course proposal at their respective Curriculum

San Diego Miramar College
Curriculum Committee

Committees. He also suggested that the Exercise Science Department and/or the VPI attempt to resolve this with their counterparts at Mesa.

5) Reports

- a) Vice President of Instruction - None
- b) Evaluator - None
- c) Articulation Officer
 - i) M. Sanft stated the AD-Ts are highly visible again since they are part of the funding formula and as part of the AD-Ts, courses must have CID approval. However, when a degree is developed and issued to the State Chancellor's Office, CID approval still has not occurred or approval had not been awarded. If rejected, the degree must go through the process once more and therefore, cannot be offered at the college for the next year or so. She stated students will not be able to receive top priority for gaining admission to transfer-level institutions and the funding formula is tied to completion.
 - ii) The committee discussed the following points:
 - (1) CID's creation having been envisioned as a way to enact legislation of common course number and SB 1440 but its method of implementation has been a barrier to achieving the aforementioned mandates; doing the opposite of the legislation's intention
 - (2) Computer Science degree's BIOL 210A being questioned
 - (3) Prescriptive AD-T template which does not allow PHYS 125 to be added
 - (4) CIOs providing advocacy at the State Chancellor's Office
- d) Curriculum Chair
 - i) D. Short stated the District Human Resources Office is not honoring the discipline assignments when hiring instructors. Rather, they a discipline that they believe matches the subject area assignment. He met with Shelly Hess and Stephanie Bulger whom suggested meeting Will Surbrook and Erin Milligan-Hill, which D. Short did. A crosswalk tool will be created for HR personnel to utilize when looking up the appropriate discipline assignment. HR asked the tool be sent to the deans for review first.

6) Roundtable

- a) M. Cain stated a Nutrition panel will be presenting on March 19 at 9:30 A.M.

7) Adjournment – 4:30 P.M.

San Diego Miramar College
Curriculum Committee
Attachment: Consent Agenda
March 6, 2019

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

[None]

FYIs - Proposals for courses or awards not offered at Miramar

- a) New courses
 - i) NDTE 101 Basic Electroencephalography (Mesa)
 - ii) NDTE 121 Neurodiagnostic Lab Practice (Mesa)
 - iii) NDTE 131 Advanced Electroencephalography (Mesa)
 - iv) NDTE 133 Introduction to Neuroanatomy and Neurophysiology (Mesa)
 - v) NDTE 135 EEG Record Review (Mesa)
 - vi) NDTE 150 Directed Clinical Practice II
 - vii) NDTE 201 Evoked Potentials
 - viii) NDTE 203 Neurologic Disorders
 - ix) NDTE 206 Introduction to Transcranial Doppler
 - x) NDTE 209 Introduction to Nerve Conduction Velocity
 - xi) NDTE 220 Polysomnography Basics
 - xii) NDTE 223 Introduction to Intraoperative Monitoring
 - xiii) NDTE 226 Microcomputer Applications in Neurodiagnostics
 - xiv) NDTE 250 Directed Clinical Practice III
 - xv) NDTE 260 Directed Clinical Practice IV
- a) Course revisions
- b) Course deactivations
 - i) CBTE 210 Computers in Business (City)
- c) New awards
- d) Award deactivations
 - i) Mobile Game Development CA (Mesa)
- e) Award revisions
 - i) 3D Modeling and Animation CA (Mesa)
 - ii) Computer Fashion Technology: Design AS (Mesa)
 - iii) Computer Fashion Technology: Design CA (Mesa)
 - iv) Computer Fashion Technology: Merchandising AS (Mesa)
 - v) Computer Fashion Technology: Merchandising CA (Mesa)
 - vi) Digital Art Emphasis AA (Mesa)
 - vii) Interactive Media Production CA (Mesa)
 - viii) Interior Design AS (Mesa)
 - ix) Interior Design CA (Mesa)
 - x) Museum Studies AA (Mesa)

San Diego Miramar College
Curriculum Committee

- xi) Neurodiagnostic Technology AS (Mesa)
- xii) Radiologic Technology AS (Mesa)
- xiii) Radiologic Technology CA (Mesa)
- xiv) Studio Arts AA-T (Mesa)
- xv) Video Game Design and Development CA (Mesa)
- xvi) Video Game Design and Development AS (Mesa)
- xvii) Visual Communication AS (Mesa)