

San Diego Miramar College
Curriculum Technical Review Subcommittee
Meeting Minutes

February 12, 2020, 2:30-4:30
Room R1-108A

Members: Isabella Feldman; Jennifer Ock; Ken Reinstein; Mara Sanft; Wayne Sherman; Duane Short; Alex Stiller-Shulman

- 1) **Call to order** – 2:31 P.M.
- 2) **Approval of agenda** – Approved.
- 3) **Approval of minutes from last meeting** – Approved.
- 4) **Course proposals**
 - a) BUSE 140 – Approved and forwarded.
 - b) DIES 170 – Approved and forwarded with edits.
 - c) EMGM 105A – Approved and forwarded with the removal of LFGD 101A.
 - d) MARK 100 – Approved and forwarded.
 - e) MLTT 204 - Approved and forwarded with edits.
 - f) PARA 110 – Approved and forwarded with edits.
- 5) **Award proposals**
 - a) Financial Services AS – Approved and forwarded.
 - b) Financial Services CA – Approved and forwarded.
- 6) **Other business**
 - a) CTE-focused English course
 - i) D. Short stated that there are different pathways for students to earn Mathematics credit (e.g., Associate-level and transfer-level). However, there is not an equivalent for the English courses. Hence, it may be helpful to develop a CTE-focused English pathway, which still fulfill Title V requirements for the associate degree but not for the bachelor’s degree. With the recent legislation changes, this may be allowed.
 - ii) The subcommittee discussed the need for such a pathway and the targeted populations.
 - iii) D. Short and M. Sanft will create a draft outline to present to the English department. If the English department is not interested, a Business proposal may be created.
- 7) **Roundtable** – D. Short stated that he is the Curriculum Technical Writer, which is an hourly overload position funded by the district office. It’s possible but unlikely that the funding for this position will be significantly reduced this semester. Hence, the subcommittee may have to figure out a process on handling the proposals without the full services of a technical writer (e.g., originators attend the meetings, subcommittee logs into CurricUNET and accomplishes work during the meeting times, sending self-help guides to originators).

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8) Adjournment – 3:57 P.M.