

San Diego Miramar College  
Curriculum Committee  
Meeting Minutes

February 19, 2020, 2:30-4:30  
Room R1-108A

**Members:** Jon Alva; Matthew Cain; Isabella Feldman; MaryAnn Guevarra; Christina Hambrick\*; Paulette Hopkins; Alex Mata; Jennifer Ock; Larry Pink; Ken Reinstein; Mara Sanft; Wayne Sherman; Duane Short; Alex Stiller-Shulman\*; Ryan Zimmerman

\* Permanent guests

- 1) **Call to order** – 2:36 P.M.
- 2) **Approval of agenda** – Motion to approve by L. Pink with A. Stiller-Shulman as proxy for M. Sanft; seconded by I. Feldman; motion carried.
- 3) **Approval of minutes from last meeting** – Motion to approve by K. Reinstein; seconded by J. Alva; motion carried.
- 4) **Approval of consent agenda** – Motion to approve by L. Pink; seconded by I. Feldman; motion carried.
- 5) **Course proposals**
  - a) New courses
    - i) PADM 270 Public Administration Internship / Work Experience
      - (1) D. Short stated all 270 courses used to have generic Course Outlines of Records (CORs). Now there are separate 270 courses for each subject area that wants one, but the CORs are almost identical. PADM 270 is also being proposed as a restricted elective for the Public Safety Management AS.
      - (2) The committee discussed how students will be informed of this course (i.e., placed or students find on their own).
      - (3) Motion to approve by A. Stiller-Shulman; seconded by M. Guevarra; motion carried.
  - b) Activations
  - c) Deactivations
    - i) ARTF 150B Beginning Graphic Design
    - ii) ARTF 296 Individualized Instruction in Fine Art
    - iii) ARTF 220A Life Sculpture I
    - iv) ARTF 220B Life Sculpture II
    - v) ARTF 220C Life Sculpture III
    - vi) ARTG 106 Typography
      - (1) D. Short stated the department has not offered some of the above courses in some time and will not offer them in the near future. ARTF 150B and ARTG 106 have been offered before, but the newly proposed GRFX courses would replace them.
      - (2) Motion to approve ARTF 150B, 296, 220A, 220B, and 220C, and ARTG 106 by L. Pink; seconded by I. Feldman; motion carried.

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d) Revisions

i) GEOG 104 World Regional Geography (Mesa originating)

- (1) D. Short stated he reached out to Miramar College's department but did not hear back from the faculty.
- (2) R. Zimmerman stated Student Learning Objective #5's language may need to be revised ("Analyze current geopolitical relationship based industrial change, natural resources..."), and it is recommended to add the word, "on" after "based". D. Short will notify Mesa College.
- (3) Motion to approve with the recommended edit by J. Alva; seconded by I. Feldman; motion carried.

ii) MUSI 103 History of Rock Music (Mesa originating)

- (1) D. Short stated Mesa College's Music faculty did consult with Miramar's in regards to the proposal. The latter approves of the proposal.
- (2) R. Zimmerman stated within the Catalog Course Description, the following language may need to be revised and it is recommended to add the following edits:
  - (a) "This course survey the origins and development of Rock music from the 1940s to the present including its roots and related genre."; recommendation to change "genre" to "genres"
  - (b) "This course is intended for all students interested the history of Rock music."; recommendation to insert "in" before "the"
- (3) Motion to approve with the recommended edits by K. Reinstein; seconded by M. Guevarra; motion carried.

b) Distance Education

**2) Award proposals**

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

**3) New business**

a) Program Viability Review process

- i) D. Short stated a Program Viability Review Process had been created in 2018. Before a program is created, discontinued, or enhanced/improved, it is supposed to undergo the aforementioned process. The details of the process are outlined in the document.
- ii) D. Short stated this process has not been implemented and at least one and probably more programs have already been created without undergoing the aforementioned process. It is his intention that moving forward, if a program is proposed to be established or disestablished, the Curriculum Technical Review Subcommittee will screen to see if it had gone through the process. He emphasized that degrees and certificates are not programs the way we define programs at this college: This process only needs to happen for proposed new or disestablished programs, not for proposed new or deactivated degrees or certificates that are part of an already-established program.
- iii) A program enhancement involves a program asking for college-wide resources or a major change within the program itself, which affects the college. This type of proposal change

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would most likely not affect the Curriculum Committee whereas a new program proposals or a discontinuance of one would.

- iv) The committee discussed the following points:
  - (1) The history of how and why such a process had been created; in 2017, the college underwent the accreditation process, and it had been out of compliance for not having a program review process; Academic Affairs and Academic Senate developed the process and it was vetted through the respective constituencies
  - (2) Importance of college wide vetting for programs
  - (3) Who will be housing the process since Academic Affairs may be restructured due to the Collegiality in Action's (CIA) recommended governance changes
  - (4) Difficulty in the determination of resources at the District's discretion
  - (5) Program proposals being reviewed through the process before applying for grant funding; types of faculty (restricted/part-time or contract/full-time) being hired if grant funded
  - (6) Work group membership and timeline of approval
  - (7) Differences in the charges between IPR/SLOAC Subcommittee and Curriculum Committee/Curriculum Technical Review Subcommittee
- v) D. Short stated the Curriculum Technical Review Subcommittee will screen for new and discontinued program proposals.

#### **4) Old business**

- a) EXSC 126C and 126D proposals
  - i) D. Short reported that the EXSC 126C and D revision proposals approved by the Curriculum Committee were disapproved at CIC (due to a "veto" by Mesa, which is allowed for walked-in curriculum). Instead the proposals were modified to "distance ed only" and the revisions which would have updated them for six-year review were discarded.
- b) New distance ed regulations
  - i) D. Short provided a reminder that with the new distance education regulations, there must be regular and effective student-to-student contact. He asked the members to disseminate the information.
- c) Requisite statements in math and English support courses
  - i) D. Short stated the respective Curriculum Committee chairs and a District Office staff member finalized language to be included for the Math and English support courses. It will be incorporated in the schedule and catalog for the 2020 – 2021 academic year.

#### **5) Reports**

- a) Vice President of Instruction – P. Hopkins stated the discussion for credit for prior learning is in the works. Implementation will happen in a few years' time. Miramar College currently has a pilot in the Automotive area.
- b) Evaluator – None.
- c) Articulation Officer
- d) Curriculum Chair – D. Short stated the Spring 2020 Plenary Session will be held from April 16<sup>th</sup> to the 18<sup>th</sup>. Furthermore, with the possible governance structure changes from the CIA's

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recommendation, D. Short will advocate for there to be an exception to the rule for the cycling of our committee members.

- i) The committee discussed the length of each member's term and the appointment of the chair position.

**6) Roundtable** – None.

**7) Adjournment** – 4:02 P.M.

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**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) ARTF 207B Industrial and Architectural Ceramic Design II (City)
  - ii) LBAS 100 Introduction to Climate Literacy (City)
- b) Course activations
  - i) PHYN 290 Independent Study (Mesa)
- c) Course revisions
- d) Course deactivations
  - i) CEST 301B Introduction to Construction Electronic Systems Technician II (City)
  - ii) CEST 302B Intermediate Construction Electronic Systems Technician II (City)
  - iii) CEST 303A Advanced Construction Electronic Systems Technician I (City)
  - iv) CEST 303B Advanced Construction Electronic Systems Technician II (City)
  - v) ELEC 160A Introduction to Electrical Construction I (City)
  - vi) ELEC 160B Introduction to Electrical Construction II (City)
  - vii) ELEC 165A Intermediate Electrical Construction I (City)
  - viii) ELEC 165B Intermediate Electrical Construction II (City)
- e) New awards
- f) Award deactivations
- g) Award revisions
  - i) Business Information Worker AS (City)
  - ii) Business Information Worker II CA (City)
  - iii) Chemistry AS (City)
  - iv) Communication Studies CP (City)
  - v) Intermediate C++ CP (City)
  - vi) Introduction to C++ CP (City)

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

[None]