

San Diego Miramar College
Curriculum Committee
Meeting Minutes

September 16, 2020, 2:30-4:30

Zoom Meeting Room: <https://cccconfer.zoom.us/j/3977050710>

Members: Jon Alva; Matthew Cain; Isabella Feldman; Ben Gamboa; MaryAnn Guevarra; Christina Hambrick*; Alex Mata; Max Moore* (proxy for MaryAnn Guevarra); Kelly Morelewski*; Jennifer Ock; Larry Pink; Ken Reinstein; Mara Sanft; Wayne Sherman; Duane Short; Alex Stiller-Shulman* (proxy for Jon Alva); Ryan Zimmerman

* Permanent guests

- 1) **Call to order** – 2:34 P.M.
- 2) **Approval of agenda** – Motion to approve by W. Sherman; seconded by M. Cain; motion carried.
- 3) **Approval of minutes from last meeting** – Motion to approve by W. Sherman; seconded by M. Sanft; motion carried.
- 4) **Approval of consent agenda** – Motion to approve by W. Sherman; seconded by I. Feldman; motion carried.
- 5) **Course proposals**
 - a) New courses
 - i) [ADJU 260 POST Certified Regional Academy](#) - Replacement to ADJU 381/382/383/384
 - b) Activations
 - c) Deactivations
 - i) ADJU 381 POST Certified Regional Academy Module 1
 - ii) ADJU 382 POST Certified Regional Academy Module 2
 - iii) ADJU 383 POST Certified Regional Academy Module 3
 - iv) ADJU 384 POST Certified Regional Academy Module 4
 - (1) D. Short stated the ADJU 260 new course proposal replaces ADJU 381, 382, 383, and 384. He also stated ADJU 260 is currently being proposed as a baccalaureate-level course, but due to a technical curriculum issue regarding the differences between baccalaureate-level and associate-level credit, it may change to an associate-level depending on the District’s decision.
 - (2) Jordan Omens stated the Administration of Justice department creates curriculum for the academy courses in parallel to the California Commission on Peace Officer Standards and Training (POST) regulations. The courses are offered in four modules, but such a format creates more administrative work for the respective offices. The POST agency recognizes each academy as a singular unit; not by the four courses/modules. Thus, a proposal for one course to encompass all the modules had been created. The proposal also updates the curriculum to POST’s new training standards.
 - (3) The committee discussed the following points:

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- (a) Concerns about taking 24 units per term; units limitation per semester; financial aid impact for those whom are self-sponsored or non-employees of the law enforcement agencies
 - (b) Repeatability, academic standing, and financial aid issues for students whom do not pass
 - (c) Recommendation to closely monitor all student drops due to extended course schedule
 - (4) Motion to approve ADJU 260, 381, 382, 383, and 384 by W. Sherman; seconded by I. Feldman; motion carried.
- d) Revisions
- a) Distance Education
- i) [CHEM lab courses](#): CHEM 111L, 130L, 152L, 200L, 201L, 231L, 233L
 - (1) D. Short stated the CHEM laboratory courses are being proposed for online emergency-only distance education. The Curriculum Technical Review Subcommittee reviewed the proposals and some members had concerns regarding students watching demonstrations of recorded lab experiments, and writing observations and reports (“List of Techniques” section).
 - (2) Namphol Sinkaset proposed new language that would replace the current wording in the proposals and would be applied in a broader sense during various emergency scenarios.
 - (3) The committee discussed the following points:
 - (a) The Chemistry department’s support for the demonstration/analysis method
 - (b) Concern about whether or not four-year institutions will accept the way the labs will be conducted
 - (4) M. Sanft and N. Sinkaset stated she and the Chemistry department have been in constant communication since the COVID-19 campus closure. San Diego State University, CSU San Marcos, and UC San Diego are deferring to the respective Chemistry departments to determine what is acceptable for labs as long as the faculty feel the students can meet the courses’ learning outcomes.
 - (5) Motion to approve with the new language by W. Sherman; seconded by I. Feldman; motion carried.

2) Award proposals

- a) New awards
 - i) [Hybrid / Electric Vehicles CA](#)
 - ii) Mark Dinger stated the advisory board asked the Automotive Technology department to create a hybrid/electric course due to the growing hybrid/electric vehicle market. Since a Certificate of Achievement focusing on this major of study is not being offered in the San Diego and Imperial Counties regions, the department decided to create one. The CA is intended for the Honda/Toyota T-TEN program.
 - iii) Motion to approve by W. Sherman; seconded by I. Feldman; motion carried.
- b) Deactivations

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c) Revisions

- i) [Law Enforcement Technologies CA](#) - Revision to accommodate change in law enforcement academy to single course ADJU 260 and addition of English course restricted elective options to aid in preparation for law enforcement employment.
 - (1) D. Short stated students undergoing the academy program can earn the Law Enforcement Technologies CA. One of the reasons students do not succeed in the academy is due to the lack of developed reading and writing skills. Thus, the Administration of Justice department is proposing to add ENGL 101 and 105 in addition to ADJU 101 as elective options.
 - (2) The committee discussed potentially widening the elective options (e.g., COMS 103 Oral Communication, ADJU 106 Diversity & Community Relations, a new vocational ENGL course).
 - (3) Motion to hold and have D. Short route the aforementioned elective suggestions to the originator by W. Sherman; seconded by M. Sanft; motion carried.

3) Other business

a) Instructional policies and procedures review

- i) BP 5235 Credit for Prior Learning
- ii) AP 5031 Instructional Materials Fees
- iii) AP 5140 Contract Education
- iv) AP 5152.1 Military Education

- (1) D. Short requested the committee members review the policies and procedures which will also be sent to the Academic Senate for concurrent review and approval due to the State's Title 5 mandate for the implementation of the Credit for Prior Learning Initiative by the end of 2020.
- (2) The committee discussed the following points:
 - (a) Editing the language, "...or requests credit for a course based on prior learning", be clearer in BP 5235 Credit for Prior Learning
 - (b) The faculty's oversight in determining and awarding credit for prior learning
 - (c) The current and future maximum number of units awarded for credit for prior learning
- (3) D. Short stated he will notify the District to recommend clarifying the aforementioned language in BP 5235 Credit for Prior Learning. Further feedback on the policy and procedures can be sent to him.

b) Screening curriculum proposals for culturally responsive content

- i) D. Short stated the Curriculum Technical Review Subcommittee proposed updating the subcommittee's proposal checklist with culturally responsive content guidelines. The members also suggested inviting a Diversity/International Education Committee (DIEC) member as a guest advisor.
- ii) The committee discussed the following points:
 - (1) The subcommittee members' concerns of their lack of expertise in reviewing for culturally responsive content

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- (2) Utilizing resources outside the institution (e.g., City College and other community colleges, Curriculum Institute presentations and resources)
- iii) The committee agreed to have the subcommittee move ahead in their proposal checklist and in contacting DIEC.
- c) Multicultural / Equity Requirement (Articulation Officer update)
 - i) M. Sanft stated AB 1460 requires the CSU system to implement an ethnic studies graduation requirement beginning with the 2024 – 2025 class. SDSU’s 2020 – 2021 catalog lists an ethnic studies graduation requirement of which the language can be borrowed from for the District to alter and adopt. AB 3310 is another pending legislation requiring the California community colleges to offer ethnic studies as a graduation requirement.
 - ii) D. Short stated Miramar can draft language and have it presented to the Curriculum Instructional Council (CIC), or a request can be made for a CIC subcommittee or the Articulation Officers to do so.
 - iii) The committee discussed the pace/timeline at which the requirement will be developed and implemented whether through the college-level or CIC.

4) Reports

- a) Vice President of Instruction – None.
- b) Evaluator – None.
- c) Articulation Officer – None.
- d) Curriculum Chair – None.

5) **Roundtable** – None.

6) **Adjournment** – 4:33 P.M.

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Consent Agenda

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

[None]

FYIs - Proposals for courses or awards not offered at Miramar or distance education at other colleges

- a) New courses
- b) Course activations
- c) Course deactivations
 - i) PHYS 277C Service Learning – Community (City)
- d) Distance education
- e) New awards
- f) Award deactivations
- g) Award revisions

“Impacts” - Proposals with administrative changes only

- A. Advanced Traffic Accident Investigation CA
- B. Contemporary Police Technologies AS
- C. Contemporary Police Technologies CA
- D. Law Enforcement Supervision CA
- E. Technical Achievement for Field Training Officers CA