

**Miramar College Curriculum Committee Minutes**  
**March 20, 2013**  
**2:30 – 4:30 p.m.**

**Chair: Daniel Igou**

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**Members in Attendance:** Dan Igou, Jerry Buckley, Paula Christopher, Lisa Clarke, Terrie Hubbard, Erica Murrieta, Jordan Omens, Cheryl Reed, Wayne Sherman, Duane Short

**Guests:** None

**The meeting was convened at 2:40 p.m.**

**A. Past Minutes & Agenda**

1. Approval of the March 6, 2013 minutes  
The minutes were approved (MSC: W. Sherman / D. Short)
3. Approval of the March 20, 2013 Agenda  
The agenda was approved with changes (MSC: W. Sherman / J. Buckley)

**B. Course Proposals**

1. **New Courses - None**
2. **Course Integration - None**
3. **Activation**
  - a. ENGL 245A Writing Creative Nonfiction – **APPROVED**
4. **Deactivation**
  - a. CBTE 101 Keyboarding for Computers – **APPROVED**
  - b. CBTE 161 Learning the Internet
  - c. CBTE 200 Office Telecommunications
  - d. EDUC 200 Teaching as a Profession
  - e. EDUC 203 Service Learning for Prospective Teachers
5. **Revision**
  - a. BANK 104 Principles of Loan Processing – **APPROVED (Chair will check with department to verify Math advisory and why limitation on enrollment was removed)**
  - b. BANK 106 Loan Underwriting – **APPROVED (Chair will check with department to verify Math advisory and why limitation on enrollment was removed)**
  - c. CBTE 128 Comprehensive Microsoft PowerPoint – **APPROVED (pending discussion about including specific version of software and recency changes)**
  - d. CBTE 152 Beginning Microsoft Access – **APPROVED**
  - e. CBTE 153 Intermediate Microsoft Access – **APPROVED**
  - f. CBTE 167 Webpage Creation Using Microsoft Expression Web – **APPROVED**
  - g. ~~CHEM 100L Fundamentals of Chemistry Laboratory~~
  - h. MUSI 201 Recording Arts – **APPROVED (with the recommendation that reference to “taping” be removed)**
  - i. MUSI 205A Projects in Electronic Music – **APPROVED**
  - j. MUSI 205B Projects in Electronic Music – **APPROVED**
6. **Distance Ed**
  - a. ACCT 121 California Income Tax – **APPROVED**
  - b. ACCT 201A Intermediate Accounting I – **APPROVED**
  - c. ACCT 201B Intermediate Accounting II – **APPROVED**

**C. Miramar Program Proposals**

1. **New Programs - None**
2. **Program Revisions - None**
3. **Program Deactivations - None**

**D. FYI – FYI from City and Mesa**

1. **New Programs - None**
2. **Program Revisions - None**
3. **Program Deactivations - None**
4. **New Courses**
  - a. ENGL 245B Advanced Creative Nonfiction
  - b. ENGL 273A Applied Music Master Class
  - c. ENGL 273B Applied Music Master Class
5. **Course Revisions – None**
6. **Course Deactivations - None**
7. **Course Reactivations - None**

**E. Old Business - None**

**F. New Business – None**

**G. Reports:**

- a. **VPI:** J. Buckley reported that the Federal Government (Title 4) is reviewing the difference between distance education and correspondence courses. Per Title 4, financial aid could be impacted for students taking courses that could be deemed as correspondence vs. distance education. Miramar will be discussing this topic to determine how we will ensure that our sections meet the federal government requirements for distance education.
- b. **Curriculum Chair:** No Report
- c. **Articulation Officer:** D. Short reported that Region 10 Articulation Offers met. The group is proposing two resolutions to the statewide academic senate; the first is for SB 1440 degrees and the second is for the Course Identification Numbering System (C-ID).

**H. Announcements/Other:**

- I. Adjournment:** The meeting was adjourned at 3:30 p.m.