

APPROVED

San Diego Miramar College
Curriculum Committee
Meeting Minutes

February 18, 2015, 2:30-4:30
L-107

Members: Roanna Bennie; Paula Christopher; Lisa Clarke; Shaunna Elmone; Daniel Igou; Jessica Matthews; Erica Murrietta; Larry Pink; Cheryl Reed; Mara Sanft; Wayne Sherman; Duane Short, Chris Silva

Guests: Channing Booth, David Buser (proxy for Larry Pink)

1) Call to order

The meeting was called to order at 2:34 pm

2) Approval of agenda

The agenda was approved with the following changes:

- Under Action Items add b.) Catalog Update to the District Requirement section and c.) Noncredit Courses at Miramar, and d.) AACJC requirements for SLO outlines. Also, under Info Items, ESOL 10 and ESOL 45 proposals.

Approved. MSC Sherman/Matthews with changes

3) Approval of minutes

Approved. MSC Sherman/Bennie – Buser abstain

4) Approval of consent agenda (see attachment below)

The consent agenda was approved with no changes.

Approved. MSC Sherman/Matthews

5) Course proposals

a) New courses

- i) MUSI 209A, 209B, 209C, and 209D – C. Booth explained these are recording engineering internships for advanced students. The intention is to provide instruction to advanced students using the recording equipment during coscheduled periods with other classes. Because the courses will be coscheduled with others, there is no additional cost to the college of offering the courses.

Approved. MSC Sherman/Matthews

b) Activations

c) Deactivations

- i) ADJU 129A, 129B, 129C, and 129D were considered as a group. D. Short reported that Miramar is no longer maintaining its own set of firearms, so these courses have been proposed for deactivation.

Approved. MSC Sherman/Matthews

- ii) ADJU 181, 392A, and 392B were considered as a group. D. Short reported that the department no longer intends to offer ADJU 181. He also reported that ADJU 392A and B are

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not really courses but rather historical records of past special topics focus areas. The records are no longer necessary and so they can be removed from “active” status in Curricunet.

Approved. MSC Sherman/Matthews

d) Revisions

- i) BIOL 230 – A slight modification of the course description has been made, and added English 101 was an advisory.

Approved. MSC Sherman/Bennie.

- ii) FIPT 320A, 320B, and 320C were considered as a group. Changes were to remove FIPT 381F as a prerequisite, and change from fully online to partially online. For FIPT 320A, M. Sherman suggested minor changes to the wording in the course description. For FIPT 320B and FIPT 320C there was no discussion. Also changing the prerequisite of Math 34A to Math 38.

Approved with changes. MSC. Sherman/Matthews.

- iii) FIPT 363, 365, and 366A were considered as a group. FIPT 363 – removing prerequisite and making it Associate Degree applicable. FIPT 365 – Changing to Associate Degree applicable. FIPT 366A – Changing course number, and making an hours correction.

Approved. MSC Sherman/Reed

- iv) JOUR 202 – To add an equivalency to DJRN courses.

Approved. MSC Sherman/Matthews

- v) PHIL 100 – Minor edits for C-ID approval.

Approved. MSC Sherman/Sanft

e) Distance Education – none

6) Program proposals

- a) New programs - none
- b) Deactivations – none
- c) Revisions - none

7) FYIs

a) New courses

- i) ARTG 153 Mobile Experience Design (City)
- ii) FASH 143 Advanced Fashion Illustration and Technical Sketching (Mesa)
- iii) MUSI 117 Music in the United States (Mesa)
- iv) MUSI 118 Asian Music (Mesa)
- v) MUSI 119 Music in the Americas, Africa & Europe (Mesa)
- vi) MUSI 251A World Music Ensemble I (Mesa)
- vii) MUSI 251B World Music Ensemble II (Mesa)
- viii) MUSI 251C World Music Ensemble III (Mesa)
- ix) MUSI 251D World Music Ensemble IV (Mesa)
- x) PHYR 085 Directed Clinical Practice (Mesa)
- xi) PHYR 090 Directed Clinical Practice (Mesa)

b) Course activations

c) Course deactivations

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- d) Course revisions
 - i) CHIL 152 School Age Program Planning (City; Mesa)
 - ii) JOUR 200 Introduction to Newswriting and Reporting (City; Mesa)
- e) Distance Education
- f) New programs
 - i) Geology AS-T (City)
 - ii) Philosophy AA-T (Mesa)
 - iii) Phlebotomy Training Program CP (Mesa)
 - iv) VITA Tax Preparation Training CP (City)
- g) Program deactivations
 - i) Legal Administrative Assistant CA (City)
 - ii) Legal Administrative Assistant AS (City)
- h) Program revisions
 - i) Administrative Assistant CA (City)
 - ii) Administrative Assistant AS (City)
 - iii) Administrative Office Management CA (City)
 - iv) Administrative Office Management AS (City)
 - v) Business Administration CA (Mesa)
 - vi) Business Administration AS (Mesa)
 - vii) Business Administration AS-T (Mesa)
 - viii) Cosmetology CA (City)
 - ix) Cosmetology AS (City)
 - x) Fashion Design CA (Mesa)
 - xi) Fashion Design AS (Mesa)
 - xii) Fashion Merchandising CA (Mesa)
 - xiii) Fashion Merchandising AS (Mesa)
 - xiv) Graphic Design CA (City)
 - xv) Graphic Design AA (City)
 - xvi) Honors Global Competencies Certificate CA (Mesa)
 - xvii) Income Tax Preparation Internship CP (City)
 - xviii) Music Studies AA (Mesa)
 - xix) Music Technology CP (Mesa)
 - xx) Small Business Management Entrepreneur AS (City)
 - xxi) Sociology AA-T (City)

All FYI items were reviewed with no comments.

8) Action items

- a) CHIL 153 Techniques of Teaching Using the Reggio Emilia Approach (deactivation proposal from last meeting) – D. Short reported that the committee had reviewed but did not actually vote on this proposal. He asked for a vote at this time.
Approved. MSC Sherman/Matthews

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b) Catalog Update to the District Requirement Section

M. Sanft reported that the Academic Standards Subcommittee is proposing a change to the District Requirements section that would clear the PE Activity and/or Health Education requirement for some students who are graduates of approved police, fire, paramedic, or EMT training programs. Currently the Academic Standards Subcommittee approves petitions for students in all these categories except EMT. The committee discussed a concern about adding EMT since the college's own EMT training course itself does not clear the Health Education requirement. Several committee members suggested it would be better to leave off the EMT. J. Matthews asked for this item to be brought back to the committee for a second reading and D. Short agreed.

c) Noncredit courses offered by Miramar

D. Short reported that at the last CIC meeting the idea was suggested that colleges might offer noncredit courses for beginning level English, ESOL, and math courses. Before taking any further action on the idea, CIC asked for the curriculum chairs to run the idea by their campuses to see if there was interest. The committee discussed various questions and concerns including effects on FTES, control of curriculum, and how to select courses for noncredit vs. credit. D. Short agreed to place this item on the agenda for next meeting.

d) ACCJC Requirements on Student Learning Outcomes (SLOs) on Course Outlines

D. Short reported that the accreditation standards have been changed to now require SLOs on course outlines. This is a somewhat complicated issue for SDCCD because the colleges share one course outline but have three different sets of SLOs. CIC believes the best solution is to list the three sets of SLOs on the Course Report (CR), which is the "nonpublic" part of the course outline. D. Short reported that two ideas for doing this were proposed: 1) update the CR with SLOs as part of the regular curriculum updates, and 2) update the CR automatically with SLOs transferred from Taskstream. The committee discussed the advantages and disadvantages with each. D. Short stated he would like to bring this to the Academic Senate for a decision on using either TaskStream or a different method. After discussion, M. Sanft moved that the SLOs be entered on the CR and updated at the beginning of each regular semester by transferring from Taskstream.

Approved. MSC Sanft/Bennie. Abstain Sherman.

9) Information items

a) Assigning courses to disciplines

D. Short reported that the academic senate resolution on this issue has been approved at Miramar and Mesa but has not been voted on yet at City.

b) Prior Learning Assessment and Course waivers

D. Short reported that Interim Vice Chancellor Shelly Hess is asking for input from the State Chancellors Office on whether we can clear requirements using prior learning assessment in the absence of a district policy or procedure. He also reported that there is a district subcommittee working on a long term solution by creating a policy and procedure. R. Bennie expressed concern about our students who have been waiting for their petitions to be decided upon for graduation.

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c) ESOL 10 Proposal

D. Short reported that he spoke with the other curriculum chairs regarding the committee's concern about a new student going on Academic Probation or Warning because of the high unit value of the course. He also reported on a suggestion to split the course into two smaller unit courses, but thought that would not be approved at the other colleges.

d) ESOL 45 Proposal

D. Short reported that he spoke with the other curriculum chairs regarding the committee's decision to support the proposal with a B grade in prerequisites. He stated he was not confident that the other campuses would support this change.

10) Reports

a) Vice President of Instruction - none

b) Articulation Officer

Two new GE patterns have been approved that will be used for STEM; mainly for students who have Biology and Chemistry ADTs.

c) Curriculum Chair – none.

11) Roundtable - none

12) Adjournment

The meeting was adjourned at 4:25 pm.

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Attachment: Consent Agenda
February 18, 2015

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

- A. LEGL 270 Paralegal Internship / Work Experience