

San Diego Miramar College
Curriculum Committee
Meeting Minutes

May 6, 2015, 2:30-4:30
L-107

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

1) Call to order

The meeting was called to order at 2:34 pm.

2) Approval of agenda

The agenda was approved with no changes.

Approved. MSC Igou/Matthews.

3) Approval of minutes from last meeting

Approved. MSC Feldman/Bennie

4) Course proposals

- a) New courses
- b) Activations
- c) Deactivations
- d) Revisions
 - i) ASTR 111 Astronomy Laboratory (City originating)
Approved. MSC Sherman/Igou
- e) Distance Education

5) Program proposals

- a) New programs
 - i) AS-T in Biology
 - ii) AS-T in Chemistry

The two AS-T proposals listed above were reviewed together. L. Clarke and I. Feldman asked if an advising sheet or other tool would be available to assist with the GE STEM pattern advising. P. Christopher asked about a certification form for the GE STEM patterns. D. Short agreed to ask M. Sanft to address both questions.
Approved. MSC Clarke/Feldman
- b) Deactivations
 - i) AUTO 051 Quick Service Lube, Pre-Delivery Inspection Technician
Approved. MSC Sherman/Bennie
- c) Revisions

6) FYIs

- a) New courses

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- b) Course activations
 - c) Course deactivations
 - i) PHOT 155 Color Photography, Negative (City) – Approved by consensus
 - ii) PHOT 156 Color Photography Positive (City) – Approved by consensus
 - d) Course revisions
 - i) BIOL 215 Introduction to Zoology (City; Mesa) – Approved by consensus
 - ii) DANC 253 Choreography (City; Mesa) – Approved by consensus
 - e) Distance Education
 - f) New programs
 - g) Program deactivations
 - h) Program revisions
- All FYI items were reviewed with no comments.*

7) New business

- a) Cancellation of FIPT 106 deactivation

D. Short reported that FIPT 106 had been previously approved for deactivation effective fall 2015, but now the San Diego Fire Rescue Department has requested training in this subject and so the department is asking to cancel the deactivation. The committee discussed the need and target student population for the course.

Approved. MSC Bennie/Igou.
- b) Credit by Exam unit limitations

I. Feldman provided an example of a student who has completed all requirements for a degree but cannot graduate because of the unit limitation policy for credit by exam. The student would have already graduated through the “waiver” process used to clear requirements due to past learning, but the district has halted all waivers. She asked if the credit by exam unit limit is a state rule or a local rule. R. Bennie stated that the solution for this student would be to settle the issue about “waivers” with the district. She also indicated that she has seen a 12 unit limit at other colleges as well. Committee members provided various suggestions on how this student could finish the degree through completing other courses or through the major course substitution process. D. Short agreed to bring the question about credit by exam unit limits to the district Policies and Procedures Subcommittee.
- c) 2015-16 meeting dates

The committee reviewed and approved the draft 2015-16 meeting dates document.

Approved by consensus
- d) May 20, 2015 meeting

The committee discussed the need to hold the final meeting of the semester. Final agreement was to hold the meeting only if needed to address pressing business from CIC or other sources. D. Short agreed to notify the committee whether or not the meeting will be held.

8) Old business

- a) ADJU 270 revision proposal

At the last meeting this proposal was pulled from the consent agenda to ask if the department

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was planning to offer the course, or would prefer to deactivate it. D. Short reported that the department would like to deactivate this course and have created a proposal to do so.

- b) ACCJC Requirement for Student Learning Outcomes (SLOs) on Course Outlines
D. Short updated the committee on the status of this recommendation: Miramar and Mesa's Academic Senates have approved two differently-worded versions of the document. City's Academic Senate has not approved the document so far. Interim Vice Chancellor Shelly Hess stated that the district would not prevent a college from listing its SLOs in the Curriculum Report (CR) even if all three colleges were not in agreement with the recommendation.
- c) Catalog update to District Requirements 3 & 4
D. Short reported that this proposal is still pending at the district level to determine the correct process for approval.
- d) Proposal to broaden Health Ed and PE requirement
D. Short summarized the history and current status of this recommendation. J. Matthews presented some revisions to the recommendation provided by the Exercise Science Department and explained the rationale for the revisions. In summary, the Exercise Science Department is in favor of expanding the scope and course options in this category while maintaining the intent of the requirement on lifelong health and wellness. R. Bennie complemented the department on their comprehensive and thoughtful work with the proposal. D. Igou and L. Clarke asked about the removal of technology/computer literacy courses and whether they should be included as an additional category. After discussion, the committee determined that technology/computer literacy would be more appropriate as a separate requirement and agreed to forward the suggestion to the Academic Standards Subcommittee for review. The committee also reviewed other courses approved for CSU GE Area E and discussed the differences between Area E and the district's Health Ed and PE requirement. After further discussion the committee voted to approve the document with the changes recommended by the Exercise Science Department and gave D. Short discretion to make minor changes to the wording and to the example courses in consultation with the committee's counselor representatives.
Approved. MSC Sherman/Bennie

9) Reports

- a) Vice President of Instruction
R. Bennie announced that this would be her last meeting and thanked the committee for serving our students so diligently.
- b) Articulation Officer - none
- c) Curriculum Chair – none

10) Roundtable

Committee members thanked R. Bennie for her service and wished her well in her new position. D. Igou announced he would be leaving the committee and would assist in finding a replacement from his school. I. Feldman announced that permanent committee member E. Murrietta would be returning to the committee next semester in her place. P. Christopher announced that a new evaluator would most likely be appointed to the committee for 2015-16. The committee thanked all of these members for their service.

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11) Adjournment

The meeting was adjourned at 4:19pm.