

San Diego Miramar College
Curriculum Committee
Minutes

April 20, 2016, 2:30-4:30
S6-110

Members: Nada Adjadj; Paula Christopher; Lisa Clarke; Isabella Feldman; Paulette Hopkins; Pablo Martin; Jessica Matthews; Larry Pink; Cheryl Reed; Margarita Sanchez; Mara Sanft; Wayne Sherman; Duane Short; Chris Silva
Guests: Lou Ascione (proxy for Paulette Hopkins)

1) **Call to order** –Meeting called to order at 2:36 p.m.

2) **Approval of agenda**

Approved. MSC W. Sherman/I. Feldman

3) **Approval of minutes from last meeting**

Approved. MSC W. Sherman/M. Sanft

4) **Approval of consent agenda** (see attachment below)

Approved. MSC W. Sherman/ C. Reed

5) **Course proposals**

- a) New courses
- b) Activations
- c) Deactivations

The following courses were discussed by the Curriculum Committee:

D. Short mentioned that the deactivation of these courses is a product of the *Active But Not Offered* course list. D. Short further mentioned that AVIM 052 has never been offered and AVIM 205 and AVIM 206 have not been taught in the past 3 years and the department is not planning to teach the course in the future.

- i) AVIM 052 Survey of Aviation Industry
- ii) AVIM 205 Advanced Aircraft Metal Forming and Welding
- iii) AVIM 206 Advanced Sheet Metal Forming and Welding Laboratory

Approved. MSC W. Sherman/P. Martin

d) Revisions

- i) ARTF 150B Beginning Graphic Design

D. Short stated that there is a proposal for the addition of the discipline of Graphics and details regarding specific software used in the course. W. Sherman asked if there should be a clarification of raster versus bitmap images since they may not be the same thing. P. Martin stated that the University of San Francisco uses both terms for the same types of images.

Approved. W. Sherman/L. Clarke

San Diego Miramar College
Curriculum Committee

- ii) CHIL 141 The Child, Family and Community (Mesa originated)
D. Short reported that Miramar's child development faculty have reviewed the course and believe it is fine as is.

Approved. W. Sherman/P. Martin

- iii) MUSI 202 Computer Music (Mesa originated)
D. Short commented that the course has been held for a while due to faculty discussion regarding changes, including a slight change to the course description and the course topics. W. Sherman asked if there was a computer-related prerequisite, since it is a computer course in music. L. Clarke replied that the MUSIC 190 prerequisite includes computer skills.
Approved. MSC W. Sherman/L. Clarke

- e) Distance Education

6) Program proposals

- a) New programs

- b) Deactivations

- i) Aviation Work Skills CP

D. Short commented that this program is being deactivated due to a course in the program that is also scheduled to be deactivated.

Approved. MSC W. Sherman/M. Sanft

- c) Revisions

- i) Allied Health AS (second review)

D. Short stated that the Allied Health AS program is being proposed for revision just to create a consistent title for the degree. The program went to the other campuses in the district and Mesa College's faculty believes that the title may be confusing to students since there are multiple allied health fields. D. Short further stated that Mesa College suggested the addition of a colon, semicolon, or hyphen to the title for clarity. M. Sanchez commented that symbols will no longer be allowed in the titles of programs or courses in the State Chancellor's Curriculum Inventory. D. Short stated the program will be sent back to the department for input.

Held for next committee meeting.

- ii) Social and Behavioral Sciences AS

D. Short stated the Social and Behavioral Sciences AS was being revised due to the removal of and ADJU course.

Approved. MSC W. Sherman/ L. Clarke

- iii) Studio Arts AA

D. Short stated that previously there were issues with switching Tagalog (TAGA) to Filipino (FILI), now the district office is on board to make the change. D. Short stated Mesa College is concerned that the change will impact their Associate Degrees for Transfer (ADT) and the department has suggested other changes such as changing a ARTF 155B for an ARTF 195A course. W. Sherman questioned why there is a language requirement for the degree. L.

San Diego Miramar College Curriculum Committee

Ascione answered that art history usually requires a foreign language. I. Feldman and L. Clarke further questioned why 3 semesters of a foreign language were required since this could prevent students from moving on in their education in a timely manner, usually students do not finish all 3 semesters in community college. D. Short clarified that the Studio Arts AA is not an ADT but it is intended as a transfer program. L. Clarke mentioned that the requirement may limit the number of students in the program. L. Ascione commented that art faculty Jessica McCambly and Josh Alley may have an answer but that the requirement does not seem reasonable. D. Short stated that he would contact the discipline faculty to ask about the purpose and intent of the foreign language requirement and to share the committee's concern about it.

Held for next committee meeting.

7) FYIs –Reviewed with no comments.

- a) New courses
- b) Course activations
- c) Course deactivations
 - i) RAFT 051 Introduction to the Radio Frequency Technology Industry
 - ii) RAFT 052 RF Microwave Technology I
 - iii) RAFT 053 RF Microwave Technology II
 - iv) RAFT 054 RF Microwave Technology III
- d) Course revisions
- e) Distance Education
- f) New programs
- g) Program deactivations
- h) Program revisions

8) New business

- a) 2016-17 committee meeting dates

The committee reviewed the proposed dates for the 2016-2017 committee meetings.

Approved. MSC W. Sherman/C. Reed

- b) Categorization of proposals as FYIs

D. Short stated that currently, any time we receive a proposal for a course our college does not teach we place that course on an FYI list; however, he has learned that Mesa reviews and votes on all proposals for courses that are in a subject area they offer, whether or not the course is actually offered. He asked if the committee would like to change its procedures to review the FYI proposals more rigorously. The committee discussed the differences between proposals on the "FYI" list and those on the regular review list. The committee also discussed the ways in which faculty members are made aware of curriculum proposals from other colleges, and the ways in which Miramar might respond to proposals from other colleges. After further discussion the committee agreed to keep the committee's procedures the way they currently are.

9) Old business

- a) ADJU 190 Legal Aspects of Corrections (held from last meeting)

D. Short stated that this course which has been proposed for deactivation is also part of a

San Diego Miramar College

Curriculum Committee

Certificate of Achievement (CA); therefore the CA will also have to be deactivated along with the course.

b) Proposed combination of District Requirements 4 and 5

D. Short stated that the college has proposed to combine District Requirements 4 and 5 in order to broaden a student's options and to promote a general idea of wellness; requirement 4 is the completion of HEAL 101 and requirement 5 is the completion of two physical education activity courses. D. Short also mentioned that Exercise Science departments at the other colleges have been notified of this change; Academic Senate and CIC have been informed as well. I. Feldman asked if the combination of the requirement is only valid beginning the year that it is approved, or could it be used retroactively for students that have been enrolled before the combination took place. D. Short answered that if approved, the combination will only apply to students who have catalog rights for a catalog that lists the new requirement.

c) Committee chair election cycle

Continuing the committee's discussion from last meeting, D. Short suggested a one-year election this year only so the curriculum committee chair elections are synced with the department chair elections. D. Short mentioned that he spoke with Marie McMahon (Academic Senate President) who upon review of the committee's governance document advised that the committee has the freedom to choose when they would like to hold their elections so long as the curriculum chair has served for a minimum of two years.

d) Committee chair election

D. Short self-nominated, ran unopposed, and won election for another year as Curriculum Chair.

10) Reports

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

11) Roundtable –None.

12) Adjournment –Meeting adjourned at 3:24 p.m.

San Diego Miramar College
Curriculum Committee
Attachment: Consent Agenda
April 20, 2016

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

A. MARK 270 Marketing Internship / Work Experience