

San Diego Miramar College
Curriculum Committee
Minutes

October 5, 2016, 2:30-4:30
S6-110

Members: Reggie Boyd; Lisa Clarke; Isabella Feldman; Johnny Gonzales*; Paulette Hopkins; Jason Librande (proxy for D. Short); Pablo Martin; Scott Moller; Sadayoshi Okumoto; Larry Pink; Rodrigo Gomez (for Cheryl Reed); Margarita Sanchez; Mara Sanft; Wayne Sherman; Chris Silva*; Duane Short
* Nonvoting member

1) Call to order –Meeting called to order at 2:31 pm.

2) Approval of agenda

Approved. MSC W. Sherman/M. Sanft

Revisit: Item 8-c tabled per M. Sanft's request.

Approved with revisions. MSC M. Sanft/ J. Librande

3) Approval of minutes from last meeting

Approved. MSC J. Librande/S. Okumoto

All in Favor: P. Hopkins, J. Librande, P. Martin, S. Moller, S. Okumoto, M. Sanchez, M. Sanft, W. Sherman.

Against: None.

Abstained: I. Feldman/R. Boyd

4) Course proposals

a) New courses

b) Activations

c) Deactivations

d) Revisions

i) GRFX 050 Beginning Graphics, Communicating With Computers

ii) GRFX 158 Survey of Graphics Technology

iii) GRFX 160 Vector Art 01: Illustration

iv) GRFX 170 Raster Art 01: Image Editing

v) GRFX 180 Composition 01: Page Building Tools

vi) GRFX 190 Ethical Business Practices for Creative Services

vii) GRFX 192 Graphic Business Promotion: Creative Services Career Management

The committee discussed the above items (4-d-i through 4-d-vii) as well as the Graphics award proposals (5-c) as a group.

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P. Martin stated that the above courses will be undergoing a change to the 4-letter subject descriptor. The previous descriptor of 'ARTD' shall be changed into 'GFRX'. W. Sherman asked to review GFRX 160, and stated that he was not clear on the meaning of the word "integrity" in the 4th sentence of the Student Learning Outcomes. Committee members shared they believed the word integrity (as used in the subject discipline) meant the integrity and or fidelity of the file would remain the same through different formats. P. Hopkins asked how long it would be before the courses could be placed on the college schedule with the new subject descriptors. M. Sanft answered that the Course Curriculum Report (CR) stated the revision to be effective Fall 2017.

Approved. MSC W. Sherman/R. Boyd

e) Distance Education

i) PSYC 259 Behavioral Science Statistics Laboratory

W. Sherman asked why a CID –Math 110 was stated on the Course Outline Report (CO). M. Sanft asked to see the CO For PSYC 258 to see if it had a similar statement. When the CO for PSYC 258 was reviewed, the committee found the course also had a similar statement of CID-Math 110. I. Feldman stated she was also unclear on why the course would include the CID-Math 110 statement. M. Sanft shared that it is on the course CO because the district chose to include it to denote 2-way articulation between colleges and universities. M. Sanft further stated that Math 110 is a descriptor found on the CID website; the descriptor does not specify a specific Math 110 course at a specific college. M. Sanft shared that CID is a template for courses which prescribes the minimum content colleges must include in a course; colleges can decide to include more than the minimum content, but cannot include less than the minimum content. R. Boyd added that evaluators may use it to determine credits. W. Sherman expressed concern that the descriptor may mislead or fool students into believing that they are fulfilling a requirement when they are not in fact doing so. W. Sherman further stated that there should be a clear explanation of how the district is using these CID numbers. M. Sanft stated that they are similar to CAN (sp?). P. Hopkins asked whose decision it was to include CID numbers in COs and if the decision could be changed. M. Sanft responded that it was a district decision, and that it could be changed. M. Sanft further stated that both PSYC 258 and PSYC 259 should share the same descriptor because PSYC 258 or PSYC 259 by themselves are not equal (do not articulate) to Math 110, but PSYC 258 and PSYC 259 together are equal (do articulate) to Math 110. P. Hopkins asked if CID is looked at, R. Boyd responded that sometimes the CID descriptor is looked at and that CID is only relevant in the state of California. I. Feldman asked if CID descriptors are used by private universities, M. Sanft answered that the descriptors are designed for Cal State Universities (CSUs). W. Sherman motioned to approve the course with the clarification that PSYC 258 and PSYC 259 are taken in conjunction with each other, and that the language for the use of the CID descriptor is addressed to state "completion or concurrent enrollment in".

Approved with the addition of comment above. MSC W. Sherman/I. Feldman

ii) SOCO 110 Contemporary Social Problems

Approved. MSC W. Sherman/P. Hopkins

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5) Program proposals

- a) New programs
- b) Deactivations
- c) Revisions
 - i) Graphics AA
 - ii) Graphics CA
 - iii) Graphics – Visual Production CP

The Graphics awards were approved with the GFX courses; see above for discussion.

6) FYIs –Reviewed with no comments.

- a) New courses
- b) Course activations
- c) Course deactivations
 - i) ARCH 102 Advanced ArchiCAD and Building Information Modeling (BIM) (Mesa)
 - ii) ARCH 109 Advanced Revit Building Information Modeling (Mesa)
 - iii) ARCH 111 Architectural Production Detailing (Mesa)
 - iv) ARCH 135 Tree Identification (Mesa)
 - v) ARCH 136 Shrubs, Vines, Groundcover Identification (Mesa)
 - vi) ARCH 155 Environmental Design I: Creating Exterior Spaces (Mesa)
 - vii) ARCH 190 Environmental Design II: Urban and Community Design (Mesa)
 - viii) ARCH 200 Architectural Detailing (Mesa)
 - ix) ARCH 235 Plants and Design (Mesa)
 - x) HEIT 125 Basic Pharmacology for Allied Health (Mesa)
- d) Course revisions
- e) Distance Education
- f) New programs
- g) Program deactivations
 - i) Landscape Architecture AS (Mesa)
 - ii) Landscape Architecture Technician AS (Mesa)
- h) Program revisions
 - i) Architecture Design AS (Mesa)
 - ii) Architecture Technician AS (Mesa)
 - iii) Architecture: University Track AS (Mesa)
 - iv) Construction Management AS (Mesa)
 - v) Dental Assisting (RDA, CDA) AS (Mesa)
 - vi) Dental Assisting (RDA, CDA) CA (Mesa)
 - vii) Dramatic Arts AA (Mesa)

7) New business

- a) Overview of Robert’s Rules of Order
The committee reviewed and discussed Robert’s Rules of Order.

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8) Old business

- a) Board Policies review update
- b) Administrative Procedures review update

P. Martin (for D. Short) shared that Items 8-a and 8-b have been reviewed and sent to the district for finalization. P. Hopkins added that the college is currently working on Program Discontinuance Policies. The further commented that the District Office wants the colleges to develop their own internal policies for program discontinuance. Deans are currently working on the policies in Dean's Council and once it is complete, they will vet it. P. Martin asked if the Program Review Committee would be involved? P. Hopkins stated that Program Review would not be involved; the policies are about the mechanics of program discontinuance, which is an administrative process.

~~c) Input to policy on civility and use of email~~

Tabled. MSC M. Sanft/ J. Librande

9) Reports

- a) Vice President of Instruction –None.
- b) Articulation Officer –None.
- c) Curriculum Chair
 - i) Regional Curriculum meeting 10/22 at Mt. San Antonio College

P. Martin (for D. Short) shared that funding was available for anyone wanting to attend the Regional Curriculum Meeting on October 22nd, 2016.

10) Roundtable –None.

11) Adjournment –Meeting adjourned at 3:17 pm.