

APPROVED SAN DIEGO MESA COLLEGE
CURRICULUM REVIEW COMMITTEE

Minutes

Thursday, February 18, 1999

Present: Y. Bergland, N. Bray, C. Buck, P. Chapman, C. DuPraw, J. Ellis, S. Flor,
 P. Hjorth-Gustin, P. Meckstroth, S. Newell, A. Taccone, L. Underwood
Absent: G. Perri
Guests: J. Wales

M/S/C P. Chapman /Y. Bergland to approve the agenda. Minutes of February 4, 1999 not available until March 4 meeting due to electrical outage.

The Technical Review Committee met on Thursday, February 11, 1999 to review:

- **HUMA 106 World Religions**
- **Course Integration SPAN 101**

The Technical Review Committee Chair will talk to the originator personally to review the committee's recommendations rather than have the originator come to the review meeting. A copy of the concerns/issues that the committee feels need to be revised for each proposal will be given to curriculum clerk for record keeping purposes.

The committee accepted and approved revisions of:

- **FASH 173**
- **CHEM 255**

M/S/C P.Chapman/Y. Bergland to approve Fashion 173.

M/S/C N. Bray/P. Chapman to approve CHEM 255 with the insertion of the correct catalog page.

J. Ellis reported that she and G. Perri are working on sending out the flier for the Curriculum Advisor.

P. Hjorth-Gustin presented the Mission Statement on the Mesa College Website and demonstrated how to go from the Mesa College home page to Curriculum and then to Curriculum Development to receive information about developing curriculum. The course outline is linked to the State Curriculum Website and there are several sample course outlines. P. Hjorth-Gustin hopes to have all of the forms used for developing curriculum inputted soon. It was suggested that when everything is online fliers should be made to inform faculty of its availability. It was suggested that the six page summary for the guideline book be added to the website. The signature page form will still only be available through the curriculum clerk.

J. Wales was present to discuss the concerns/issues about the new numbering system. The minutes from the CIC's January 28, 1999 meeting pertaining to the numbering system (III. Old Business, 4.0) were read and discussed. It was felt that the minutes were unclear and both J. Ellis and J. Wales will bring this issue back to CIC for clarification.

J. Ellis informed the committee that there will not be an April 1 CRC meeting as this is during the Spring Break.

J. Ellis distributed a packet of information consisting of:

- Additional Requisites Approved Starting Fall 1999
Date line is needed for corrections to catalog rather than “as soon as possible.”
The role of Deans and Discipline Deans will be discussed at the Retreat on Wednesday, February 24.
- Math Guidelines
This document gives an indication of how much is involved in changing the numbering of just two classes.
- Associate in Arts Transfer Degree
This degree is still open for discussion.
- CSU/SDCCD TRANSFER MATRIX
J. Ellis would like to see the Matrix placed in the college catalog to help students understand the transfer requirement. She will take this issue to the CIC.
- Report on Recovery of Students Dropped for Non-Payment Spring 1999,
J. Ellis feels this recovery project done by the Student Services was very worthwhile and commends them for their work.
- CSU, IGETC, UC, and UCSD submittal deadlines
This is pertinent information for originators of curriculum. The complete cycle spans a full year and needs to be started as soon as possible when the curriculum is proposed.

Y. Bergland announced that the AB1725 Committee has distributed fliers requesting input for the 1999-2000 flex schedule. The Curriculum Review Committee may want to consider developing a curriculum workshop.

M/S/C P. Chapman/Y. Bergland to adjourn. The meeting was adjourned at 4:15 p.m.

Minutes approved by

Geraldine Perri and Jan Ellis, Co-Chairs

NEXT MEETING: March 4, 1999, Room A102, 2:00 p.m.