

**SAN DIEGO MESA COLLEGE
CURRICULUM REVIEW SUBCOMMITTEE**

APPROVED

Minutes

Thursday, September 6, 2018

Present: A. Hoffman, Leslie Shimazaki, T. Recalde, J. Bernal, J. Chagnon, T. Chitcharoen, M. Cox,
A. Dines, J. Estep, E. Helscher, C. Kinney, D. Rogers, A. Saballett, E. Ball, A. Svedberg
(Proxy for L. Horsman)

Absent: A. MacNeill, J. Parker, L. Horsman (Excused)

Guests:

Welcome/Announcements

- * A. Hoffman welcomed everyone to the first regular CRC meeting of the semester.

Minutes/Agenda

- * MSC E. Helscher/M. Cox to approve the September 6, 2018 agenda.
- * MSC M. Cox/E. Helscher to approve the May 3, 2018 minutes.

Information

- * Community Service Policy
 - A. Hoffman informed the committee he will be discussing the offering of community service classes with S. Hess.
 - As information/clarification on community service classes becomes available A. Hoffman will place this item on the CRC agenda.
- * ELAC Update
 - A. Hoffman stated the new ELAC 145 course is requesting UC transfer as well as CSU(SDSU) transferability.
 - Information on an ELAC state award will be presented to the committee as it becomes available.
- * Curriculum Institute Meeting Recap
 - On August 23 Mesa's CRC met to receive information from the July 2018 Curriculum Institute. In addition, District curriculum changes and Mesa's Guided Pathways were presented.
 - S. Hess provided information/materials on the following topics.
 - a) Advisory Changes - Handout
 - b) Program Title Changes - Handout
 - c) Curriculum Deadlines - Handout
 - d) Top Code Alignment - Handout
 - e) New Subject Indicator Process - Draft Information
 - T. Recalde's PowerPoint presentation provided the definition of Guided Pathways, Mesa's Guided Pathways Committee's purpose, implementation plans of Guided Pathways, the Curriculum Institute's Guided Pathways curriculum recommendations and the usage of stackable certificates and degrees.
 - A. Hoffman informed the committee the Curriculum Institute offered workshops on an extensive variety of topics and found it to be very helpful in his new capacity as Co-chair of the CRC Committee.
 - The July 2018 Curriculum Institutes' link to presentation materials is <https://www.asccc.org/events/2018-07-11-150000-2018-07-14-210000/2018-curriculum-institute>

- A. Svedberg's PowerPoint presentation provided information on the Chancellor's office automated curriculum certification approval and the importance of the committee to review curriculum carefully as it comes through CRC for approval.
- Contact A. Svedberg if you would like to have the PowerPoint presentations and/or S. Hess's handouts electronically.
- * Changes to Title 5, § 55070 Credit Certificates – Handout
 - The handout on changes to Title 5, § 55070 Credit Certificates allowing lower 12-17.5 units to become higher unit certificates was discussed.
 - The actual implementation date was questioned and needs to be verified.
 - Mesa has only a few certificates that may need to be updated to the higher unit status.
 - Discussion will continue as more information becomes available
- * CurricUNET Tips – C. Kinney
 - C. Kinney demonstrated how to find proposals listed on the CRC agenda. Everyone can view active courses and programs but passwords are needed to access proposals in the approval process.
 - Utilizing All Proposals allows members to review all proposals navigating through CurricUNET, including Miramar and City proposals regardless as to whether or not they are on the agenda.
 - When reviewing proposals it is requested that comments not be entered into the CRC Committee's queue, but instead be emailed to C. Kinney and/or A. Hoffman.
- * 2018-19 Members Update – Handout
 - The 2018-19 members listing was emailed to everyone for their files.
 - A. Hoffman has requested a student representative and would like to have several more faculty members added to the current list.
- * CRC Calendar for 2018-19 – Handout
 - The CRC calendar was emailed to everyone for their files.
 - A. Svedberg noted the November 1 and 15 meetings will not be in MS 202. The new location is unavailable at this time.

Committee Level Curriculum

New Items for Review

- * MSC E. Helscher/M. Cox to submit **ARCH 115** Mesa only revision to CIC.
- * MSC E. Helscher/A. Saballet to submit **EXSC 210, EXSC 211, EXSC 218 & EXSC 219** Mesa only revisions to CIC.
- * **EXSC 216 & EXSC 217** aligned revisions were placed on hold by the originator.
- * MSC E. Helscher/E. Ball to submit **EXSC 280, EXSC 281, EXSC 282, EXSC 283, EXSC 284 & EXSC 285** Mesa's Distance Learning to CIC.
- * MSC A. Saballet/E. Helscher to submit **HEIT 155, HEIT 214 & HEIT 215** Mesa's Distance Learning with editorial cleanup to CIC.
- * MSC E. Helscher/M. Cox to submit **HIMS BS Degree** Mesa only revision to CIC.
- * MSC M. Cox/J. Estep to submit **HIST150 & HIST 151** Mesa only revisions with Distance Learning to CIC.
- * MSC E. Helscher/M. Cox to submit **HUMA 102 & HUMA 201** aligned revisions to CIC.
- * **MUSI 120, MUSI 210A, MUSI 210B, MUSI 210C, MUSI 210D & MUSI 258A** Mesa only revisions were placed on hold by the originator.

Items on Hold

- * The following proposals are on hold.
 - **DRAM 114A, DRAM 114B, DRAM 210, DRAM 212 and DRAM 214** aligned new courses.
 - **DRAM 116** aligned new course with distance learning.
 - **DRAM AA** Mesa only revision.

Status of ADT Degrees

- * The new Biology AS-T has been returned to Mesa requesting changes/additional materials be submitted prior to the state inventory approval.
- * The Kinesiology AA-T revision was resubmitted and has been returned to Mesa requesting changes/additional materials be submitted prior to the state inventory approval..
- * The Journalism AA-T revision is waiting for Mesa to resubmit after the 8/24/2016 state requested changes have been resolved.
- * The new Chemistry AS-T and new Music AA-T degrees have been returned to Mesa for changes and are awaiting more information from state officials before they can be resubmitted.

City

- * MSC A. Saballet/M. Cox to support **CHIL 111, CHIL 121 & CHIL 280** aligned revisions.
- * MSC E. Helscher/J. Estep to support **DRAM 105** aligned revision.
- * MSC E. Helscher/A. Saballet to support **MUSI 158B, MUSI 268A & MUSI 268B** aligned activations.
- * The proposals for ELDT 232 , 232L, Audio Prod CA (Revisions); BANK 103(Activation); Office Tech CA (Deactivation); Financial Management CP(New); PHOT CA & AS(Revisions); Electronic Micro Design CA(Revision); ARTF 2-D and ARTF 3-D AA Degrees(Revisions) were reviewed without comment.

Miramar

- * The proposals for FIPT 106, 362A, 381FS revisions and the new Computer Science ADT were reviewed without comment.

Committees/Discussion/Handouts

- * The CIC summaries 4/26/2018 Addendum, 5/10/2018, 5/10/2018 Addendum and the 5/10/2018 GE List were emailed to members.
- * MSC A. Saballett/M. Cox to adjourn at 3:45 pm.

Minutes approved by

Leslie Shimazaki and Andrew Hoffman, Co-Chairs
Next Meeting: September 20, 2018 at 2:15 pm MS 202