

San Diego Miramar College
Curriculum Technical Review Subcommittee
Meeting Minutes

September 25, 2019, 2:30-4:30
Room R1-108A

Members: Isabella Feldman; Jennifer Ock; Ken Reinstein; Mara Sanft; Wayne Sherman; Duane Short; Alex Stiller-Shulman

- 1) **Call to order** - 2:35 P.M.
- 2) **Approval of agenda** – Approved.
- 3) **Approval of minutes from last meeting** – Approved.
- 4) **Course proposals**
 - a) FIPT 381P – Approved and forwarded with edits.
 - b) PARA 105 – Approved and forwarded with edits.
 - c) PARA 115 – Approved.
 - d) PHYS 195 – Approved and forwarded with edits.
 - e) DIES 090 - Approved and forwarded with edits.
 - f) DIES 100 – Approved and forwarded with an edit and a question for the originator.
 - g) DIES 101 – Approved and forwarded with edits.
 - h) DIES 102 – Tabled.
 - i) DIES 105 – Tabled.
 - j) DIES 121 – Tabled.
 - k) DIES 123 – Tabled.
 - l) DIES 135 – Tabled.
- 5) **Award proposals**
 - a) Occupational/Technical Studies AS
 - i) Approved and forwarded.
- 6) **Other business**
 - a) Screening for SLOs during tech review
 - i) D. Short stated Dean Shelly Hess has requested the subcommittee screen for missing Student Learning Outcomes (SLOs) on the course outlines for proposals due for a revision. The subcommittee agreed to screen for them, and M. Sanft will report a list of proposals with the missing SLOs to S. Hess.
 - b) Screening for offering during tech review
 - i) J. Ock will continue to review each agenda’s proposals to determine the last date of offerings and those that were not offered within the last two years.

The mission of the Curriculum Technical Review Subcommittee is to make everyone else look bad by pointing out their minor grammatical mistakes and technical flaws.

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- c) ENGL and MATH skill summaries for advisories/prerequisites
 - i) D. Short stated that there have been requests in regards to a list of ENGL and MATH skill summaries for advisories and prerequisites on all affected courses.
 - ii) The subcommittee discussed the following points:
 - (1) ENGL and MATH advisories/prerequisites not changing for the ENGL and MATH courses; the 'X' (learning community) courses still allowing for students to receive equivalent credit as the regular courses
 - (2) Separating the skill levels from the prerequisites since they are attached to one another

7) **Roundtable** – None.

8) **Adjournment** – 4:10 P.M.