

**MISSION COLLEGE
CURRICULUM REVIEW COMMITTEE
September 28, 2011
2:10 – 4:00**

Name	P	A	Name	P	A
Cathy Cox (chair)	X		Qiana Houston (Liberal Studies)	x	
Wael Abdeljabbar (Business & Tech)		x	<u>Ex-Officio Members:</u>		
Scott Brunson (Applied Sciences)	x		Articulation Officer – Yolanda Coleman	x	
Betty Ensminger (Language Arts)	x		VP of Instruction – Norma Ambriz-Galaviz	x	
Jeff Nelson (Applied Sciences)	x				
Zoya Kravets (Math & Science)	x				
Diane Lamkin (Math & Science)	x		GUESTS: Mina Jahan		
Steve Lipman (Language Arts)		x			
Thanh Nguyen (Liberal Studies)	x				
Rebeca Sanchez (Student Services)	x				
Cindy Vinson (Business & Tech)	x				

1. The meeting was called to order at 2:15 p.m.
2. The minutes of 5/18/11 were approved (M/S/U Brunson/Sanchez)
The minutes of 9/21/11 were approved (M/S/U Nelson/Ensminger)
3. **Course Approvals**
BIOSC 030 Tropical Ecology
This course was launched in Curricunet as a new course, although it is actually a revision of a long-standing course that was already in Curricunet. As it was launched on the wrong proposal type, certain fields were not available to be filled in correctly (Revision Rationale) and a content comparison was not possible. The consensus of CRC was that this course should be disapproved in its present form, and that Cathy should copy it over onto a Course Revision proposal and then approve it up to the Department Chair level. There were questions raised about whether this course should be repeatable, and the department will need to address those concerns before it comes back to CRC. A vote was taken to direct Cathy to take the action described above. (M/S/U Brunson/Sanchez)
4. **Program Approvals**
Digital Marketing Certificate
This certificate was originally approved by CRC in Spring 2011, but was disapproved by the Academic Senate. Cathy summarized the discussion and actions of the Academic Senate when they considered this program last semester. The Senate raised concerns about the low unit value of the program (9 units at that time) which made it too low to be transcriptable. Additional concerns were also raised by the Senate relating to the overall direction of the Marketing program and its courses, many of which were as low as ½ unit. Cindy Vinson noted that as CRC rep for the division, Marketing is putting many courses through this term as revisions to bring them up to 1 unit. Mina Jahan, Dean of the Business and Technology Division, distributed a list of all Marketing courses showing as “active” in Curricunet for the committee to review. After much discussion about the need for courses to be demonstrably at a college level, transfer, course and program content, etc., the recommendation of CRC was

that this program be held for a future agenda while Cathy communicates with the Academic Directions Committee as directed by the Academic Senate.

5. Update from Divisions

CRC representatives reported on the status of revisions and proposals from their divisions.

6. Continue Review of Curriculum Handbook Draft

CRC reviewed section 3 of the new handbook, *The Curriculum Process*. Minor changes were suggested and Cathy will edit the document accordingly.

Mina raised some concerns about a section of the handbook dealing with “Hybrid Courses” and wording relating to how courses are scheduled. It is extremely important to make sure that all faculty and department chairs understand the fiscal effects of different types of scheduling options, and the impact on their efficiency. Cathy will revise that section of the handbook and bring it back for review next week.

The meeting adjourned at 4:00

Minutes recorded by Cathy Cox