

Curriculum Committee Agenda

Thursday, March 1, 2018

12:30-2:30

TEC 144

I. Agenda and Minutes

- * Approval of Agenda for Thursday, March 1, 2018
- * Approval of Minutes for Tuesday, December 5, 2017

II. New Business Via Email

On February 7, 2018 the following four CCRs for the Mechanical Engineering program were sent to the Curriculum Committee members via email to be voted upon:

- * **CCR 04/17-02 – EPO 343 Refrigeration & A/C** – New course.
- * **CCR 03/18-01 – ME 460 Automatic Feedback Control** – Reduced units from 3 to 2 and small changes to course description.
- * **CCR 03/18-02 – ME 429 Manufacturing Processes Lab** – Reduced units from 2 to 1.
- * **CCR 03/18-03 – EGL 120 Technical Communication** – Increased units from 2 to 3 to comply with the oral communication requirement of the CSU General Education requirements.

The Registrar's Office required that the CCRs needed to be approved by Friday, February 9 if the courses were to be ready for Fall 2018 registration. The final vote by voting members was 6-Yes/1-No. Three members did not vote. The following statement was sent by Scott Green in reply to the request of an email vote:

Colleagues,

I must respectfully object to this mode of approving/disapproving such a sweeping change to curricula. Having this thrust upon us without any opportunity for the non-related/non-affected departments to hear the broader picture is just plain wrong. While I appreciate the urgency to get the Fall schedule underway, this is no excuse for short-circuiting due process. In fact, such rush jobs are exactly what lead to problems like Refrigeration being removed from ME in the first place.

Secondly, I would mention that all programs at Cal Maritime are simultaneously under immediate and vital pressure to address various problems with GE course matrices. To make the changes described in the above documents without also broadly considering input from other stakeholders, etc. seems careless to me. In particular, this change potentially impacts work loads and assignment within ET, as no mention is made, really, of who is going to teach the revised EPO343 (presumably ET? ME does not currently have a USCG-qualified instructor for this course).

Next, while I certainly understand that this proposed change is part of the ME department's efforts to address the aforementioned GE requirements, I feel that removing units from these particular ME courses (especially ME460) does two bad things: 1) it weakens what are held to be vital skill sets in our ME graduates; 2) it penalizes (see above) those ME students who are not in the licensing program.

Basically, I'm saying that none of these votes should have come in until such time as due process has been followed – i.e. representatives on the committee whose departments are not directly affected could hear all sides. In effect, votes have now been cast without a shred of discussion. This is wrong and I cry foul.

Sorry, but....

Respectfully,
Scott

III. New Business

- * **CCR 03/18-04 – EGL 309 British Literature of the Sea** – New course.
- * **CCR 03/18-05 – HUM 125 Innovation & Visual Thinking** – New course.
- * **CCR 03/18-06 – NAU 205 Ship Stability** – New course description and designate course as GE Area B4.
- * **CCR 03/18-07 – NAU 330 Meteorology** – New course description and designate course as GE Area B - Upper Division.
- * **CCR 03/18-09 – GMA 355 Cross-Cultural Competence** – New course.
- * **CCR 03/18-10 – Marine Transportation Program Changes for Class of 2022**
- * **CCR 03/18-11 – HUM 135 Maritime Arts** – New course.
- * **CMR 03/18-12 – Request to Teach Online - CEP 250 ME Co-Op I**
- * **CMR 03/18-13 – Request to Teach Online - CEP 350 ME Co-Op II**

M-I-N-U-T-E-S
Curriculum Committee
Thursday, March 1, 2018, 12:30 PM
TECH 144

Present: Ryan Dudley Wade, Amber Janssen, Tom Oppenheim, Amy Parsons, Bets McNie, Frank Yip, Scott Green, Sam Pecota (Non-voting), Mike Tressel (Non-voting), Graham Benton (Non-voting), Shari Smiljanic-Villa (Non-voting), Julia Odom (Non-voting) and Pat Harper (Non-voting)

Absent: Tony Lewis, David Perry and Jeff Ward

Guests: Steve Browne and Nader Bagheri

- * The meeting was called to order at 12:36 PM.
- * Ryan called for approval of the agenda for March 1, 2018. There was an error regarding the number of units reduced for ME 429. Amber motioned for approval, as amended; Amy seconded the motion. The agenda was unanimously approved, 7-Yes/0-No.
- * Ryan called for approval of the minutes of December 5, 2017. Amy motioned for approval; Bets seconded the motion. The minutes were approved 7-Yes/0-No.
- * On February 7, 2018 the following four CCRs for the Mechanical Engineering program were sent to the Curriculum Committee members via email to be voted upon:
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urgency to get the Fall schedule underway, this is no excuse for short-circuiting due process. In fact, such rush jobs are exactly what lead to problems like Refrigeration being removed from ME in the first place.

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Nader Bagheri, chair of Mechanical Engineering, attended the March 1 meeting to explain the reasons for adding and deleting units from the courses and answer any questions the Committee might have.

- * The next Curriculum Committee meeting will be held on Thursday, March 22, 2018.
- * **CCR 03/18-06 – NAU 205 Ship Stability** – New course description and designate course as GE Area B4 Mathematics/Quantitative Reasoning.
In the future, a Department Chair Questionnaire form should also be filled out by the Sciences & Mathematics Department since designating this course as an Area B4 could affect that department.
- * **CCR 03/18-07 – NAU 330 Meteorology** – New course description and designate course as GE Area B - Upper Division.
Amy motioned to approve these two courses; Scott seconded the motion. The vote was 6-Yes/0-No/1-Abstention
- * **CCR 03/18-10 – Marine Transportation Program Changes for Class of 2022**

Informal CCRs will be filled out for course number changes and CCRs for the new course and revised courses will be brought to the Curriculum Committee for approval. It was requested that until the course is approved, NAU 435 should be changed to MT Capstone and a star should be placed after Area E to designate that it will be a course in the major. A vote for the revised Marine Transportation curriculum for the Class of 2022 was unanimous 7-Yes/0-No.

* **CCR 03/18-04 – EGL 309 British Literature of the Sea** – New course.

Scott motioned for approval; Amber seconded the motion. The unanimous vote was 7-Yes/0-No.

* **CCR 03/18-05 – HUM 125 Innovation & Visual Thinking** – New course.

* **CCR 03/18-11 – HUM 135 Maritime Arts** – New course.

There was discussion about the added cost of these two courses. A lab fee to offset the extra cost of the courses could be added or the instructor could be overloaded one semester and underloaded the next semester. A decision was made to table both courses.

* **CCR 03/18-09 – GMA 355 Cross-Cultural Competence** – New course.

A request was made to add a hyphen between Cross and Cultural. Ryan motioned for approval; Amy seconded the motion. The vote was 6-Yes/0-No/1-Abstention

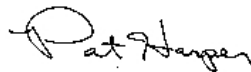
* **CMR 03/18-12 – Request to Teach Online - CEP 250 ME Co-Op I**

* **CMR 03/18-13 – Request to Teach Online - CEP 350 ME Co-Op II**

It was questioned whether the modality for these two courses needed to be changed. A decision was made to table both.

* The meeting was adjourned at 2:32 PM.

Respectfully submitted,



Pat Harper, Secretary

cc: Tom Nordenholz, Chair, Academic Senate
Sue Opp, Provost & VPAA
Thomas Cropper, President