

In order for a substantive proposal to be reviewed and considered for approval, the writer or the writer's designee must be present at the meeting at which their course or program is presented or the proposal will be tabled. Attendance is not required for consent agenda proposals.

The day before the meeting, faculty submitters should check in CurricUNET for possible last minute comments from the full committee review. Comments are visible under My Proposals -- CHECK STATUS

# College of San Mateo

Curriculum Committee

October 25, 2018 (2:15 p.m.)

Building 10, Room 468

## AGENDA

### I. Call to Order (a quorum is six voting members)

### II. Approval of Agenda

#### Action Items

### III. Consent Agenda

*Courses listed on the consent agenda have been reviewed for listed changes. Though courses on the consent agenda have had no changes in prerequisites and/or recommended preparation, the full committee is expected to review prerequisites and recommended preparations statements for all proposals to ensure compliance with Title V regulations.*

- **Approval of September 27, 2018 Minutes**

- **Course Modifications**

- |      |     |                                                                                                                                                                 |
|------|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| BIOL | 102 | Environmental Science and Conservation (3)<br>(DE update; changes in description, SLOs, objectives, methods of instruction, assignments, evaluation, and texts) |
| CIS  | 110 | Introduction to Computer and Information Science (3)<br>(DE update; changes in description, evaluation, and text)                                               |
| CIS  | 111 | Introduction to Web Programming (3)<br>(DE update; changes in assignments and texts)                                                                            |
| CIS  | 113 | Ruby Programming (4)<br>(DE update; changes in assignments and texts)                                                                                           |
| DGME | 110 | Photoshop Fundamentals (.5)<br>(DE update; change in text)                                                                                                      |
| DGME | 111 | Dreamweaver Fundamentals (.5)<br>(DE update; changes in objectives and text)                                                                                    |
| DGME | 211 | Introduction to Graphic Design (3)<br>(Changes in description, objectives, content, and texts)                                                                  |
| DGME | 215 | History of Graphic Design (3)<br>(Changes in SLOs and assignments)                                                                                              |

- ENGL 875 English Grammar (3)  
(Changes in assignments, evaluation, and texts)
- FIRE 810 Firefighter Cadet I (3)  
(Changes in objectives, content, and methods of instruction)
- FIRE 811 Firefighter Cadet II (3)  
(Changes in objectives, content, and methods of instruction)
- FIRE 812 Firefighter Cadet III (3)  
(Changes in objectives, content, and methods of instruction)
- MGMT 100 Introduction to Management (3)  
(DE update; changes in title, description, SLOs, objectives, content, assignments, evaluation, and text)
- MUS. 292 Sound Creation: Sampling and Synthesis (3)  
(Changes in content, assignments, and texts)

- **Revision of Content per recommendation**

- KINE 107 Women in Sports (3)  
(Change in content)

*This new course was approved at the 9/27/18 meeting, with a suggestion to add new content. The recommended content was added on 10-1-2018.*

- **Discipline Assignments – by memo**

Memo from the Psychology Department to update discipline assignments for PSYC 110 (to include Sociology) and PSYC 330 (to include Kinesiology)

- **Program Modifications**

- Art History – Certificate of Achievement: Addition of DGME 103 as a selective course
- Art: Art History – AA Degree: Addition of DGME 103 as a selective course
- Fine Arts: General Studio Art – AA Degree: Addition of DGME 103 as a selective course
- Studio Art – AA-T: Addition of DGME 103 as a selective course
- Digital Media: Graphic Design – AA Degree: Addition of ART 301 as a selective course

#### IV. **Substantive Agenda**

*Courses listed on the substantive agenda have been reviewed for listed changes. Though courses on the substantive agenda may have changes in prerequisites and/or recommended preparation, the full committee is expected to review prerequisites and recommended preparations statements for all proposals to ensure compliance with Title V regulations.*

- **New Course**

- DENT 730 Occupational Safety and Infection Control in Dentistry (1.5)

- **Course Modifications**

- ART 200 Portfolio Preparation (3)
- (Removal of GE Area E2c Communication and Analytical Thinking designation; changes in SLOs and texts)
- ART 301 Two-Dimensional Design (3)

- (Changes in description and content; proposed for GE areas: E5c Humanities and E5d Career Exploration and Self-Development)
- BUS. 100 Introduction to Business (3)  
(DE update; changes in SLOs, methods of instruction, and text)  
*This course was reviewed at the 9/27/18 Curriculum Committee agenda. It was returned to the submitter for revisions to the description.*
- BUS. 115 Business Mathematics (3)  
(DE update; removal of prerequisite; addition of recommended preparation; changes in objectives, content, assignments, evaluation, and text)
- BUS. 401 Business Communications (3)  
(DE update; removal of recommended preparation; addition of prerequisites; changes in description, SLOs, objectives, content, methods of instruction, assignments, evaluation, and texts)
- DGME 170 Introduction to Digital Advertising (3)  
(DE update; changes in title, description, SLOs, objectives, content, methods of instruction, assignments, evaluation, and text)
- MGMT 215 Human Resources Management (3)  
(New DE supplement; changes in title, description, SLOs, objectives, content, assignments, and text)
- MGMT 235 Supervisory Management (3)  
(New DE supplement; changes in description, SLOs, objectives, content, methods of instruction, assignments, evaluation, and texts)
- R.E. 105 Real Estate Investment (3)  
(New DE supplement; changes in title, description, SLOs, objectives, content, methods of instruction, and text)
- R.E. 110 Real Estate Practice (3)  
(New DE supplement; addition of recommended preparation; changes in description, SLOs, objectives, content, evaluation, and text)
- R.E. 121 Legal Aspects of Real Estate (3)  
(New DE supplement; addition of recommended preparation; changes in title, description, SLOs, content, and text)
- R.E. 131 Real Estate Finance (3)  
(New DE supplement; addition of recommended preparation; changes in title, description, SLOs, objectives, content, and text)

- **New Program**

- Marketing Specialist – Certificate of Achievement  
*This proposal was reviewed at the 9/27/18 meeting and is returning so that comments on the career opportunities can be addressed.*

- **Open Agenda**

- Review of 2017-2018 goals and discussion of 2018-2019 goals
- General Education review of 2017-2018 progress