

College of San Mateo

Curriculum Committee

January 24, 2019 (2:15 p.m.)

MINUTES

Members Present

Chair	Teresa Morris
Academic Support and Learning Technologies	Ron Andrade
Business/Technology	Melissa Green
Creative Arts/Social Science Division	Judith Hunt, Nico van Dongen
Kinesiology Division	Shana Young
Language Arts Division	Fermin Irigoyen III, David Laderman
Math/Science Division	Christopher Smith, Christopher Walker
Student Services	Martin Bednarek, Mary Valenti
ASCSM	Ashley Perrilliat

Absent/Excused

Business/Technology	Lale Yurtseven
Library	Matthew Montgomery

Non-Voting Members

Mike Holtzclaw, Ada Delaplaine, Marsha Ramezane, Lola Paz, Alma Gomez

Other Attendees

Diana Bennett, Laura Demsetz, David Locke, Andreas Wolf, Alex Wong

Chair, Teresa Morris called the meeting to order at 2:21 p.m.

The Chair introduced the new Vice President of Instruction, Mike Holtzclaw.

Motion was MSCU to approve the revised January 24, 2019 agenda. DGME 165 was moved from the consent to the substantive agenda.

Action Items

Motion was MSCU to approve the Consent Agenda.

- **Approval of December 6, 2018 Minutes**
- **Course Modifications**
ASTR 101 Astronomy Laboratory (1)

- (Changes in description and methods of evaluation)
- DGME 102 Media Law and Ethics (3)
(DE update; changes in SLOs, objectives, content, assignments, evaluation, and texts)
- DGME 104 Digital Media Career Pathways (3)
(DE update; changes in SLOs, objectives, content, methods of instruction, assignments, evaluation, and text)
- FIRE 789 Recruit Firefighter Training (15.5)
(Two-year update; no changes)

- **Course Modifications – by memo**

- BUS. 103 Business Information Systems (3)
(Change in title from Introduction to Business Information Systems)
- BUSW Series Addition of GE Area E5d Career Exploration and Self-Development
- CIS 262 Discrete Mathematics for Computer Science (4)
(Changes in: course number from CIS 180 to CIS 262, title from Discrete Structures; description)
- DGME 170 Introduction to Online Advertising (3)
(Change in title from Introduction to Advertising)
- MGMT 235 Leadership and Supervision (3)
(Change in title from Supervisory Management)

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 5 regulations.

- **New Courses**

- DGME 105 Introduction to Digital Media (3) – **approved with a change in the description; discipline assignment: Multimedia or Graphic Arts**
(DE supplement)

This course was recommended by an advisory committee. There are hiring opportunities that are focused not on production but on other skills like social and digital media. The department is developing courses following the TMC (Transfer Model Curriculum), mostly for CTE areas.

Mike Holtzclaw, Vice President of Instruction, inquired if we are holding off on discussions on the recommended preparation of Eligibility for ENGL 838 or ENGL 848 or ESL 400 which is a standard advisory for many courses. The college might stop offering these courses or offer a very limited number of classes. The Chair replied that there is no final list yet on what courses will be offered. When the list becomes available, changes must be communicated to different disciplines to let them know that their recommended preparations might need to change, or be expressed or fulfilled in a different way.

- DGME 107 Introduction to Social Media (3) – **approved with a change in the description; discipline assignment: Multimedia**
(DE supplement)
The Business Department is proposing a BUS. course on social media and marketing. The Chair advised that Diana Bennett talk with Lale Yurtseven and/or Peter von Bleichert. Diana replied that there have been discussions with the Business faculty; the two courses are different.
- PHYS 130 Introduction to Drone-based Science and Engineering (3) – **approved with one abstention (Judith Hunt); removed the prerequisites and revised the description to include information on math skills that will be used in the course; discipline assignments: Physics or Engineering; GEs approved**
(Proposed for GE areas: E2c Communication and Analytical Thinking and E5a Natural Science)
*Physics 130 and ENGR 130 are the same course and will have the same course outline. Instead of the previous prerequisites of Math 120 or MATH 190, the new proposal is for MATH 110. There is a need to have MATH skills but enforcing prerequisites might be complicated due to AB 705. MATH 110 as a prerequisite might not keep students out but it will inform students that Math background is required for this class. Judith Hunt suggested identifying the Math skills required instead of listing courses like MATH 110 since this doesn't really tell students what Math skills they need to succeed in this class. Also, can we require skills from a course that might no longer exist? Chris Walker said that the Chancellor's Office advice is not to remove prerequisites yet because this could jeopardize articulation. We are not deactivating MATH 110; it just might not be offered.
The committee decided to remove the prerequisites and instead add language in the description that describes the Math skills that will be used in the course. Alex Wong specified that students need basic algebra and will be asked to solve equations. Marsha Ramezane, Articulation Officer, informed the group that prerequisites are not necessary for course articulation.
The Chair asked that data be collected to see how students perform with the course as proposed. If we find better language at a later time, we can make course modifications by memo. This is not a perfect solution and we will need to continue this conversation but in the meantime, the course is approved.
The changes will also apply to ENGR 130.*
- PHYS 271 Quantum Mechanics Supplement (1) – **approved with the deletion of the content review for MATH 253 and clarification on the prerequisites; discipline assignment: Physics**
This course is proposed to comply with UC Berkeley's requirement that community colleges match the Math prerequisites for their Physics sequence. This requirement will apply statewide. The Chair noted that Cañada and Skyline have not initiated actions to comply with the new requirement. David Locke said that there have been discussions with the other colleges and they might follow suit. It would be preferable to have the 3 colleges address the

issue in the same way instead of a sister college offering a 4-unit Physics class to meet the UC Berkeley requirements. The Chair asked David to discuss this with the other colleges.

- **Course Modifications**

- DGME 165 Introduction to Digital Animation (3) – **approved with changes in the description and SLO #3**
(DE update; changes in title, description, SLOs, content, methods of instruction, assignments, and evaluation)
- DGME 167 Web/Mobile Design I (3) – **approved with a change in the title to Web and Mobile Design I**
(DE update; changes in title, recommended preparation, description, SLOs, objectives, content, assignments, evaluation, and texts)
- DGME 168 Web/Mobile Design II (3) - **approved with changes in the title and description**
(DE update; changes in title, recommended preparation, description, SLOs, objectives, content, methods of instruction, and assignments)
- DGME 169 Web/Mobile Design III: Mobile First Design (3) - **approved with changes in the title and SLO #1**
(DE update; changes in title, recommended preparation, description, SLOs, objectives, content, methods of instruction, assignments, and evaluation)
- KINE 300 Anatomy of Motion (3) – **approved with GE**
(Changes in assignments, evaluation, and texts; proposed for GE area E5d: Career Exploration and Self-Development)

- **Program Modification**

- Business Administration AS-T: Removal of BUS. 295 (being banked) and addition of BUS. 103 (new) - **postponed**
Mary Valenti had suggested adding CIS 110 as a selective course under List B. Per Marsha, the TMC model allows CIS 110 as an “or” option. She had sent a note to the Business department in November about adding CIS 110 but has not received a response. Reciprocity will work in this case. Marsha’s memo recommended adding two more courses to the selective courses. She will send a copy to the Chair. The committee can add CIS 110 as a selective course but since there was no representative from the Business department, it was decided to postpone action on this.

Open Agenda

- Discussion on General Education Area E1

At the November meeting, Marsha had recommended deleting Option 2 of the General Education E1 Area. Option 2 is an old part of the degree and has not kept up with the times. Options 1 and 3 are updated. Option 1 is a one-course option that meets two of the CSU graduation requirements for American History & Institutions and California

State and Local Government. Option 3 is mostly for students coming from other campuses that have courses which have been approved by the CSU system to meet AHI. Under the new set-up, ETHN 101 will be available under Option 3. Dean Laura Demsetz suggested that for clarity, we should reproduce the information from the CSU GE Worksheet on the CSU Graduation Requirements for AHI and California State and Local Government and add this to our AA/AS Degree Requirements worksheet. The committee approved the removal of the existing Option 2 and the renumbering of Option 1 to Option E1.A and of Option 3 to Option E1.B. More details will be added to Option B.

Meeting adjourned at 4:02 pm.