

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

Revised 12-2-19

# College of San Mateo

## Curriculum Committee

December 5, 2019 (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 November 14, 2019 Minutes**
- **Approval of November 21, 2019 Minutes**
- **Course Modifications**
  - ACTG 175 Volunteer Income Tax Preparation (2.5)  
(Changes in objectives, content, methods of instruction, assignments, and texts)
  - ACTG 176 Enrolled Agent Exam Preparation (3)  
(Text update)
  - ACTG 181 Taxation of Individuals Using Tax Software (4)  
(Changes in objectives, content, evaluation, and text)
  - ACTG 182 Taxation of Business Entities Using Tax Software (4)  
(Changes in content and text)
  - ACTG 183 Taxation of Trusts, Gifts, and Estates Using Tax Software (2)  
(Changes in objectives, evaluation, and text)
  - ACTG 262 Depreciation, Business & Repair Expenses (.5)  
(Two-Year update only, no changes)
  - ACTG 263 Sole Proprietorships (.5)  
(Two-Year update only, no changes)
  - ACTG 264 Lacerte Tax Software Basics) (.5)

		(Change in evaluation)
ACTG	265	Taxation of Rental Real Estate (1) (Two-Year update only, no changes)
ACTG	276	VITA Intermediate (1) (Changes in methods of instruction, assignments, and texts)
ACTG	277	VITA Advanced (1) (Changes in methods of Instruction, assignments, and texts)
ACTG	278	VITA Supervisory (1) (Changes in methods of Instruction, assignments, and texts)
ADMJ	185	Introduction to Forensic Science (3) (Two-year update requirement; no changes)
CHIN	121	Advanced Elementary Chinese I (3) (DE update; changes in description, SLOs, objectives, content, methods of instruction, assignments, evaluation, and texts)
CHIN	122	Advanced Elementary Chinese II (3) (DE update; changes in description, SLOs, objectives, content, methods of instruction, assignments, evaluation, and texts)
CHIN	211	Colloquial Chinese I, Elementary (3) (DE update; changes in SLOs, objectives, content, methods of instruction, assignments, evaluation, and texts)
CHIN	212	Colloquial Chinese II, Elementary (3) (DE update; changes in description, SLOs, objectives, content, methods of instruction, assignments, evaluation, and text)
DANC	116.1	Waltz I (.5-1) (Changes in description, methods of instruction, and texts)
DANC	116.2	Waltz II (.5-1) (Changes in description, methods of instruction, and texts)
DANC	116.3	Waltz III (.5-1) (Changes in description, methods of instruction, and texts)
DANC	116.4	Waltz IV (.5-1) (Changes in description, methods of instruction, and texts)
DANC	128.1	Latin Dance I (.5-1) (Changes in description, methods of instruction, and text)
DANC	128.2	Latin Dance II (.5-1) (Changes in description, methods of instruction, and text)
DANC	128.3	Latin Dance III (.5-1) (Changes in description, methods of instruction, and text)
DANC	128.4	Latin Dance IV (.5-1) (Changes in description, methods of instruction, and text)
DANC	151.1	Social Dance I (.5-1) (Changes in description, methods of instruction, and texts)
DANC	151.2	Social Dance II (.5-1) (Changes in description, methods of instruction, and text)
DANC	151.3	Social Dance III (.5-1) (Changes in description, methods of instruction, and text)
DANC	151.4	Social Dance IV (.5-1)

		(Changes in description, methods of instruction, and text)
DGME	113	Digital Video Production (3) (Removal of frequently recommended preparation; changes in description and texts)
DGME	122	Live Sound (3) (Change in texts)
DGME	128	Media Performance & Presentation (3) (Removal of frequently recommended preparation; changes in title, description, SLOs, objectives, content, and methods of instruction)
IDST	110	College 1 (3) (Changes in SLOs, objectives, content, methods of instruction, assignments, evaluation, and texts)
MUS.	202	Music Listening and Enjoyment (3) – postponed to January 2020 (DE update; removal of frequently recommended preparation; changes in description and texts)
MUS.	250	World Music (3) (DE update; removal of frequently recommended preparation; changes in methods of instruction and texts)

- **Program Modifications**

- Dance – AA Degree  
(Removal of DANC 330.1, 330.2, 330.3, 330.4, and 391 (banked) as selective courses)
- Digital Media: Broadcast and Electronic Media – Certificate of Specialization  
(Changes in description, career opportunities, and PLOs; removal of DGME 112 (banked) as a core course and replacement with DGME 102)

- **Program Modification – by memo**

- Business Administration AS Degree – correction of typo in units

#### 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 Courses**

CIS	501	(CS2) Data Structures: Python (4) (DE supplement)
CIS	502	Python for Data Science and Machine Learning (4) (DE supplement)
CIS	503	Data Visualization and Text Analysis in Python (3) (DE supplement)
COOP	670	Cooperative Education/Work Experience (1-4)
GBST	650	Study Abroad Life and Culture (3) (Proposed for GE Area: E5d Career Exploration and Self-Development)

- MUS. 120 Songwriting (3)  
(Proposed for GE area: E5d. Career Exploration and Self-Development)
- MUS. 280 History of Electronic Music (3)  
(DE supplement; proposed for GE Area: E5c Humanities)
- MUS. 286 Music Business (3)  
(DE supplement; proposed for GE Area: E5d Career Exploration and Self-Development)
- MUS. 423 Small Ensembles (2)
- PSCI 142 Applied Research in STEM (1)  
(Proposed for GE areas: E5a: Natural Science, and E5d: Career Exploration and Self-Development)

- **New Programs**

- 21<sup>st</sup> Century Office Management – Certificate of Specialization (15 units)
- Applied Python Programming – Certificate of Specialization (15 units)

- **Course Modifications**

- CIS 262 Discrete Mathematics for Computer Science (3)  
(New DE supplement; changes in description, SLOs, objectives, content, methods of instruction, evaluation, and texts)
- KINE 202 Yoga Asana Studies (3)  
(Changes in title, units, hours, content, evaluation, and texts)
- SOSC 301 Introduction to Alcohol and Other Drug Studies (3)  
(New DE supplement; removal of frequently recommended preparation; changes in SLOs, content, and texts)

# College of San Mateo

## Memo

Date: 11/21/2019  
To: Curriculum Committee  
From: Lale Yurtseven  
Subject: Technical memo - correction to Business AS units

A typo correction to the Required Selective Courses List B heading has been made from 6-8 units to 6 units. The Total Required Major Units have also been fixed to reflect the correct addition of total of units.