

College of San Mateo

Curriculum Committee

May 9, 2019 (2:15 p.m.)

MINUTES

Members Present

Chair	Teresa Morris
Academic Support and Learning Technologies	Ron Andrade
Business/Technology	Melissa Green, Lale Yurtseven
Creative Arts/Social Science Division	Nico van Dongen, Judith Hunt
Kinesiology Division	Shana Young
Language Arts Division	David Laderman
Library	Matthew Montgomery
Math/Science Division	Christopher Smith, Christopher Walker
Student Services	Martin Bednarek, Mary Valenti

Absent/Excused

Language Arts Division	Fermin Irigoyen III
ASCSM	Ashley Perrilliat

Non-Voting Members

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

Absent/Excused Non-Voting Member

Other Attendees

Laura Demsetz, Beth LaRochelle

Chair, Teresa Morris called the meeting to order at 2:26 p.m.

Motion was MSCU to approve the revised May 9, 2019 agenda. The nursing courses were moved from consent to substantive agenda. The PSCI 141 discipline assignment memo was added to the agenda.

Action Items

Motion was MSCU to approve the Consent Agenda.

- **Approval of April 25, 2019 Minutes**
- **Course Modifications**
DENT 721 Dental Materials I (3)

- (Changes in description, objectives, and texts)
- DENT 742 Chairside Assisting II (3)
(Changes in description, SLOs, objectives, content, and text)
- DENT 749 Preclinical Dental Science Laboratory (1)
(Changes in description, SLOs, objectives, content, and text)
- DENT 763 Dental Radiology (2)
(Changes in description and texts)

- **Course Deactivation**

- DENT 790 Registered Dental Assistant (RDA) Practical Review

- **Program Modifications**

- Business Information Worker – Certificate of Specialization (Changes in PLOs and required core courses)
- Entrepreneurship: From Idea to Success – Certificate of Specialization (Change in units; removed BUS. 173 as a core course)
- Dental Assisting – Associate in Science Degree (Changes in description, career opportunities, PLOs, and units; added DENT 730 as a core course)
- Dental Assisting – Certificate of Achievement (Changes in career opportunities, units, and course requirements)
- Computer-Aided Design – Certificate of Specialization (Addition of description and career opportunities; changes in units and course requirements)
- Advanced Electrical Power Systems and Instrumentation – Certificate of Specialization (Changes in units and course requirements)
- Facility Management – Certificate of Specialization (Changes in units and selective courses)
- Human Resources Management – Certificate of Specialization (Addition of description and career opportunities; changes in PLOs and course titles of core and selective courses)
- Project Management – Certificate of Specialization (Addition of description and career opportunities; changes in required core courses including a change in course title)

- **Program Modifications by memo**

- Technical memo for programs affected by the banking of BUSW 415 and title changes of some Business, CIS, DGME, Management, Real Estate, and Team courses.

- **Program Deactivation**

- Electrical Technology: Electrical Power Systems and Instrumentation (Certificate of Specialization)

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**

- BUS. 205 Business Ethics and Social Responsibility (3) – **approved; discipline assignment: Business. Denied for GE area E5b Social Science:** 6 Nays; 4 Abstentions; 1 Aye.
(DE supplement; proposed for GE area: E5b Social Science)
This course was recommended by an advisory committee. It will be added as a selective course to existing programs. There are other Business courses that have the Social Science GE designation. While BUS. 205 was not approved for GE area E5b Social Science, Articulation Officer Marsha Ramezane will submit it for articulation. If CSUs/UCs approve it for Social Science, we can add it automatically after we get approval, per the policy we approved on aligning general education course options for the local associate degree with CSU GE course options (approved 4/13/17). There will be no need to submit the course through CurricUNET to add the GE designation. If the course is not approved for GE social science by CSUs, we will not remove this designation retroactively from the Business courses that already have it. Right now, there might be a match with our outcomes for social science but if CSUs/UCs don't accept it for this designation, there will be an impact on students. Also, we are in the process of changing the way we review GE designations; we won't just be matching SLOs anymore.
- MUS. 680MK New Interfaces for Making Music (4) – **approved**
For a sample of new interfaces for music, Dean Laura Demsetz directed the Chair to do a google search for “driver’s license Ableton video”. The course can be an elective for different fields of study. It is hoped that there could be collaboration with other departments, e.g., Engineering which has technical content.

- **Course Modifications**

- COUN 128 Puente: Foundation for College Success (3) – **approved, with recommendation to remove materials fee**
(Changes in corequisite and description)
- COUN 129 Puente: Transfer Readiness (3) **approved, with recommendation to remove materials fee**
(Addition of prerequisite; changes in corequisite, description, and content)
COUN 128 and COUN 129 changed their corequisites
- NURS 211 Introduction to Nursing (4.5) - **approved**
(Changes in SLOs, assignments, evaluation, and texts)
- NURS 610 Basic Medication Dosage Calculations for Nurses (1) - **approved**
(Changes in SLOs, evaluation, and text) –
- NURS 815 Transition from 1st Year to 2nd Year: Medical Surgical Nursing (.5-1.5) – **approved with a change in the description**

(Changes in SLOs, objectives, methods of instruction, assignments, evaluation, and texts)

There were comments on the SLOs for the nursing courses but there was no representative from the nursing department. Janis Wisherop sent an email explaining that course SLOs are tied to program learning outcomes that satisfy BRN requirements. We can invite nursing faculty next year to explain about how they craft SLOs, including why different courses have the same SLOs, and the interplay between their SLOs and their course objectives, their outlines and the requirements for their outlines. One explanation for this could be that while the outcomes are the same, students are operating in different contexts. There was a suggestion to add more SLOs; currently, the courses only have one SLO. More detail on methods of instruction would be useful. The Chair will check on their SLO alignment.

- **New Program**
 - Global Business – Certificate of Achievement (18-19 units) - **approved**
- **Discipline Assignment**
 - PSCI 141 Discipline Assignment memo - **approved**
- **Competency Policy**
 - Math 190 memo - **accepted**

Open Agenda

- GE Area E2: Language and Rationality - **postponed**

Committee membership in 2019-20:

- ASLT: Ron Andrade will remain.
- Business Technology: Lale Yurtseven will remain; Melissa Green is retiring next year. The Chair thanked her for many years of serving on the committee. Mounjed Moussalem will be joining the committee.
- Counseling: Martin Bednarek and Mary Valenti will remain.
- Creative Arts and Social Science: Judith Hunt will remain. Nico van Dongen has schedule conflicts in fall and will be replaced temporarily by Jeremy Ball.
- Kinesiology/Dance/PE: Shana Young will remain.
- Language Arts: David Laderman and Fermin Irigoyen III will likely remain.
- Library: Matthew Montgomery will remain.
- Math and Science: Christopher Walker and Christopher Smith will likely remain.
- The ASCSM student representative will be determined at a later time.

There will be a training meeting in August. The Chair is hoping to invite someone from Guided Pathways to discuss how this impacts curriculum.

The Chair reminded members that the Curriculum Institute will be held in July in Burlingame.

Meeting adjourned at 4:09 pm.