

College of San Mateo

Curriculum Committee

October 22, 2020 (2:15 p.m.)

Zoom Meeting:

<https://smccd.zoom.us/j/87677146331?pwd=NVJTK1hqZlZkcmpET3p0TCtoZkNVZz09>

MINUTES

Members Present

Chair	Teresa Morris
Academic Support and Learning Technologies	Ron Andrade
Business/Technology	Mounjed Moussalem, Lale Yurtseven
Creative Arts & Social Science	Jeremy Ball, Judith Hunt
Kinesiology Division	Shana Young
Language Arts Division	Evan Kaiser, David Laderman
Library	Matthew Montgomery
Math/Science Division	Christopher Smith
Student Services	Alex Guiriba

Non-Voting Members

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

Other Attendees

Michelle Brown, Laura Demsetz, Freddie Gaines, Rory Nakata, Michele Titus

Absent/Excused

Instructional Design	Tabia Lee
Math/Science Division	Christopher Walker
Student Services	Martin Bednarek
ASCSM	Kyle Guanzon

Chair, Teresa Morris called the meeting to order at 2:16 p.m. She reminded the group that for courses that are part of a family, only the first course in the family is under substantive agenda; the rest are under consent.

Motion by Chris Smith to approve the revised agenda, seconded by David Laderman, all members voting "Aye".

- I. **Call to Order (a quorum is six voting members)**
- II. **Approval of Agenda**

III. 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.

• Course Modifications

- ANTH 180 Magic, Science and Religion (3) – **approved.** *Motion by Chris Smith, seconded by Ron Andrade; all members voting “Aye”.*
(New DE supplement; 6-year update; change in texts)
- ANTH 350 Introduction to Archaeology and World Prehistory (3) – **approved.** *Motion by Chris Smith, seconded by Ron Andrade; all members voting “Aye”.*
(New DE supplement; 6-year update; change in texts)
Madeleine Murphy had a comment on SLOs but Michele Titus explained they need all the SLOs for articulation to CSUs.
- ART 351 Beginning Black and White Photography (3) – **approved.** *Motion by Chris Smith, seconded by Ron Andrade; all members voting “Aye”.*
(New DE supplement)
- ART 401 Three-Dimensional Design (3) – **approved.** *Motion by Chris Smith, seconded by Judith Hunt; all members voting “Aye”.*
(New DE supplement)
Re the comment on SLOs, the department will consider this when they go through their 6-year cycle.
Chris Smith inquired about students purchasing materials for some ART classes. Laura Demsetz, Dean of Creative Arts and Social Sciences explained that some courses have materials fees. If students need extra supplies, e.g., for Ceramics classes, they can purchase more clay.
- ART 405 Sculpture I (3) – **approved.** *Motion by Chris Smith, seconded by Ron Andrade; all members voting “Aye”.*
(New DE supplement)
- ART 411 Ceramics I (3) – **approved.** *Motion by Chris Smith, seconded by Alex Guiriba; all members voting “Aye”.*
(New DE supplement)
- ART 806 Digital Workshop (.5) – **approved.** *Motion by Chris Smith, seconded by Ron Andrade; all members voting “Aye”.*
(New DE supplement; changes in objectives, content, assignments, and evaluation)
- BIOL 310 Nutrition (3) – **approved.** *Motion by Chris Smith, seconded by Judith Hunt; all members voting “Aye”.*
(DE update; 2-year update; changes in recommended preparation, content, methods of instruction, assignments, and texts)

- DGME 101 Writing for Mass Media (3) – **approved**. *Motion by Chris Smith, seconded by Ron Andrade; all members voting “Aye”.*
(New of DE supplement)
The DE supplement for DGME 101 indicates that no equipment is needed for this course. The committee had previously had a discussion on instructional equipment, with members agreeing that it might be misleading to students to think that no equipment is needed, when they will actually need computers, internet access, videocams, etc. The Chair suggested adding “Access to robust word processing tools” language to the DE supplement if a similar question comes up in another course.
- DGME 103 Fundamentals of Two-Dimensional Design (3) – **approved with changes in the lecture portion**. *Motion by Chris Smith, seconded by Judith Hunt; all members voting “Aye”.*
(New DE supplement)
- DGME 113 Digital Video Production (3) – **approved**. *Motion by Chris Smith, seconded by Ron Andrade; all members voting “Aye”.*
(New DE supplement)
- DGME 118 Digital Audio Production (3) – **approved**. *Motion by Chris Smith, seconded by Judith Hunt; all members voting “Aye”.*
(DE update; textbook update)
- DGME 119 Radio Production Lab (3) – **approved**. *Motion by Chris Smith, seconded by Ron Andrade; all members voting “Aye”.*
(New DE supplement; 2-year update)
Laura explained that there are 4 different levels in radio production; some students do independent study. Some students have been back on campus and the studio is open. There is a different vibe when holding classes in the studio that cannot be replicated in remote mode.
- DGME 133 Radio Production Lab II (2) – **approved**. *Motion by Chris Smith, seconded by Jeremy Ball; all members voting “Aye”.*
(New DE supplement; 2-year update)
- DGME 211 Introduction to Graphic Design (3) – **approved with the addition of the language “Regular and Substantive” in the lecture portion**. *Motion by Chris Smith, seconded by Ron Andrade; all members voting “Aye”.*
(New DE supplement; 2-year update; change in texts)
- DGME 215 History of Graphic Design (3) – **approved with the same changes as DGME 211**. *Motion by Chris Smith, seconded by Judith Hunt; all members voting “Aye”.*
(New DE supplement; 2-year update)
- DGME 216 Intermediate Graphic Design (3) – **approved with the same changes as DGME 211**. *Motion by Chris Smith, seconded by Ron Andrade; all members voting “Aye”.*
(New DE supplement; 2-year update; change in text)

- DGME 220 Typography (3) – **approved with the same changes as DGME 211.** *Motion by Chris Smith, seconded by Ron Andrade; all members voting “Aye”.*
(New DE supplement; 2-year update; change in texts)
- ETHN 104 Asian Pacific Islanders in United States History and Culture (3) – **approved.** *Motion by Chris Smith, seconded by Judith Hunt; all members voting “Aye”.*
(New DE supplement; 6-year update; change in texts)
Madeleine Murphy had a comment on the SLOs but Judith Hunt informed the group that the course author, Malathi Iyengar writes with great intention and it is preferred that we keep the same SLOs. The Chair reminded everyone that CSUs now have a new GE “F” for Ethnic Studies. We will discuss GE F in upcoming meetings.
- ETHN 105 African American History and Culture (3) – **approved.** *Motion by Chris Smith, seconded by Judith Hunt; all members voting “Aye”.*
(New DE supplement; 6-year update; change in texts)
- ETHN 288 African American Cinema (3) – **approved.** *Motion by Chris Smith, seconded by Jeremy Ball; all members voting “Aye”.*
(New DE supplement; 6-year update; change in texts)
- MUS. 111 Musicianship I (1) – **approved.** *Motion by Chris Smith, seconded by Jeremy Ball; all members voting “Aye”.*
(New DE supplement)
- MUS. 131 Harmony I (3) – **approved.** *Motion by Chris Smith, seconded by Jeremy Ball; all members voting “Aye”.*
(New DE supplement)
- MUS. 290 Electronic Music I (3) – **approved.** *Motion by Chris Smith, seconded by Jeremy Ball; all members voting “Aye”.*
(New DE supplement; change in content)
- MUS. 291 Electronic Music II (3) – **approved.** *Motion by Chris Smith, seconded by Jeremy Ball; all members voting “Aye”.*
(New DE supplement; changing MUS. 290 from recommended preparation to a prerequisite; changes in content and assignments)
- MUS. 292 Sound Creation: Sampling and Synthesis (3) – **approved.** *Motion by Chris Smith, seconded by Jeremy Ball; all members voting “Aye”.*
(New DE supplement; changing MUS. 290 from recommended preparation to a prerequisite; changes in content and assignments)
- MUS. 293 Audio for Visual Media (3) – **approved.** *Motion by Chris Smith, seconded by Jeremy Ball; all members voting “Aye”.*
(New DE supplement; changing MUS. 290 and MUS. 291 from recommended preparation to prerequisites; changes in hours, content, and assignments)
- MUS. 301 Piano I (2) – **approved.** *Motion by Chris Smith, seconded by Jeremy Ball; all members voting “Aye”.*
(New DE supplement)
- MUS. 314 Piano Literature & Performance – The Baroque Era (2) – **approved.**

- Motion by Chris Smith, seconded by Jeremy Ball; all members voting "Aye".*
(New DE supplement)
- MUS. 401 Voice I (2) – **approved.** *Motion by Chris Smith, seconded by Jeremy Ball; all members voting "Aye".*
(New DE supplement)
- MUS. 501 Studio Lessons I (1) – **approved.** *Motion by Chris Smith, seconded by Jeremy Ball; all members voting "Aye".*
(New DE supplement)
- A general question was raised about musical instruments that students need while in distance education mode. Laura explained that Music majors usually have their own instruments and that the department has loaners that students can use. In some cases, if the department doesn't have instruments for students to borrow, they can offer alternate instruments. The system is not perfect but has been working so far. Laura expressed her appreciation for the Curriculum Committee and its processes during this COVID pandemic.
- PALN 110 General Paleontology (3) – **approved.** *Motion by Chris Smith, seconded by Jeremy Ball; all members voting "Aye".*
(New DE supplement; 6-year update; changes in methods of instruction, assignments, and text)
- PALN 111 Paleontology Laboratory/Field Studies (1) – **approved.** *Motion by Chris Smith, seconded by Judith Hunt; all members voting "Aye".*
(New DE supplement; 6-year update; changes in SLOs, objectives, content, methods of instruction, evaluation, and texts)
- SPAN 110 Elementary Spanish (5) – **approved.** *Motion by Chris Smith, seconded by Ron Andrade; all members voting "Aye".*
(New DE supplement)

IV. Consent Agenda – approved. *Motion by Chris Smith, seconded by Jeremy Ball, all members voting "Aye".*

- **Approval of minutes from the meetings on May 14, 2020; August 27, 2020; and September 10, 2020**
- **Course Modifications**
 - ANTH 110 Cultural Anthropology (3)
(New DE supplement)
 - ANTH 125 Physical Anthropology (3)
(New DE supplement)
 - ANTH 127 Physical Anthropology Laboratory (3)
(DE update; 6-year update; changes in SLOs and texts)
 - ARCH 146 Introduction to Advanced 3D Digital Modeling (1)
(New DE supplement; 2-year update)

ARCH	225	Making Architecture: Building Methods, Materials & Design Build 1 (3) (New DE supplement; 2-year update)
ART	105	Art of Asia and the Near East (3) (New DE supplement)
ART	406	Sculpture II (3) (New DE supplement)
ART	409	Sculpture III Extended Expertise (3) (New DE supplement)
ART	410	Sculpture IV Advanced Expression (3) (New DE supplement)
ART	412	Ceramics II (3) (New DE supplement)
ART	417	Ceramics Glaze (3) (New DE supplement)
ART	418	Ceramics III (3) (New DE supplement)
ART	420	Art Internship (1) (DE update)
COUN	124	Effective College Learning (3) (DE update; changes in objectives and texts)
DGME	110	Photoshop Fundamentals (.5) (DE update; 2-year update; textbook update)
DGME	111	Dreamweaver Fundamentals (.5) (DE update; 2-year update; textbook update)
DGME	134	Radio Production Lab III (2) (New DE supplement)
DGME	135	Radio Production Lab IV (2) (New DE supplement)
DGME	170	Introduction to Online Advertising (3) (DE update; 2-year update; change in text)
DGME	230	Production Design for Print and Screen (3) – approved with the same changes as DGME 211. (New DE supplement)
DGME	250	Internship (3) – approved with the same changes as DGME 211. (New DE supplement)
ESL	400	Advanced English for Multilingual Students (5) (New DE supplement)
ETHN	106	Oceania & the Arts (3) (New DE supplement)
ETHN	107	Introduction to Native American Studies (3) (New DE supplement)
ETHN	108	Rethinking Race, Gender, and Nation (3) (New DE supplement)
ETHN	109	Borders and Crossings (3)

(New DE supplement)

ETHN 122 Black Leadership Theory (3)
(New DE supplement)

ETHN 123 Black Leadership Practicum (3)
(New DE supplement)

ETHN 265 Evolution of Hip Hop Culture: A Socio-Economic and Political
Perspective (3)
(New DE supplement; change in texts)

ETHN 300 Introduction to La Raza Studies (3)
(New DE supplement)

MUS. 112 Musicianship II (1)
(New DE supplement)

MUS. 113 Musicianship III (1)
(New DE supplement)

MUS. 114 Musicianship IV (1)
(New DE supplement)

MUS. 132 Harmony II (3)
(New DE supplement)

MUS. 133 Harmony III (3)
(New DE supplement)

MUS. 134 Harmony IV (3)
(New DE supplement)

MUS. 275 History of Jazz (3)
(New DE supplement)

MUS. 296 Electronic Music Composition Portfolio I (1.5)
(New DE supplement)

MUS. 297 Electronic Music Composition Portfolio II (1.5)
(New DE supplement)

MUS. 302 Piano II (2)
(New DE supplement)

MUS. 303 Piano III (2)
(New DE supplement)

MUS. 304 Piano IV (2)
(New DE supplement)

MUS. 315 Piano Literature & Performance: The Classical Era (2)
(New DE supplement)

MUS. 316 Piano Literature & Performance: The Romantic Era (2)
(New DE supplement)

MUS. 317 Piano Literature & Performance: The 20th Century & Beyond (2)
(New DE supplement)

MUS. 402 Voice II (2)
(New DE supplement)

MUS. 403 Voice III (2)
(New DE supplement)

MUS. 404 Voice IV (2)

		(New DE supplement)
MUS.	423	Small Ensembles (2) (New DE supplement)
MUS.	424	Small Jazz Ensembles (2) (New DE supplement; change in content)
MUS.	425	Contemporary Jazz Combo (2) (New DE supplement)
MUS.	502	Studio Lessons II (1) (New DE supplement)
MUS.	503	Studio Lessons III (1) (New DE supplement)
MUS.	504	Studio Lessons IV (1) (New DE supplement)
SPAN	120	Advanced Elementary Spanish (5) (New DE supplement)

Lale Yurtseven raised a question about the process for offering courses and adding courses to programs when the courses and programs belong to a different department or division. For example, a department might receive a request from another department to offer a particular course. There are implications for enrollment, and changes in titles, units, prerequisites, etc. affect programs. If there is higher demand, there will be a need to offer the course more often or have more sections open. The Chair replied that consultation is required. Faculty can ask to include courses in other departments' programs but they cannot demand that the courses be offered. The department has the final say, with appropriate consultation. Laura added that faculty should look at comparable programs in other colleges to check if adding certain courses would be beneficial. Ultimately, we rely on students to let us know what they need. We also consider input from advisory boards. The Chair would like to come back to this discussion so we can look into expertise, enrollment management, etc. She will write something for the committee to review.

We will have discussions on the new CSU GE Area F Ethnic Studies in upcoming meetings.

Meeting adjourned at 3:49 p.m.