

College of San Mateo

Curriculum Committee

January 28, 2021 (2:15 p.m.)

<https://smccd.zoom.us/j/81677050161?pwd=NDZjZUoveENMaXZwWjQ2VGJGdWIDdz09>

MINUTES

Members Present

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| Chair | Teresa Morris |
| Academic Support and Learning Technologies | Ron Andrade |
| Business/Technology | Mounjed Moussalem, Lale Yurtseven |
| Creative Arts/Social Science Division | Judith Hunt |
| Instructional Design | Tabia Lee |
| Kinesiology Division | Shana Young |
| Language Arts Division | Evan Kaiser, David Laderman |
| Library | Matthew Montgomery |
| Math/Science Division | Christopher Smith, Christopher Walker |
| Student Services | Martin Bednarek, Alex Guiriba |
| ASCSM | Kyle Guanzon |

Non-Voting Members

Mike Holtzclaw, Ada Delaplaine, Marsha Ramezane, Alma Gomez

Absent/Excused

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| Creative Arts/Social Science Division | Jeremy Ball |
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Other Attendees

Laura Demsetz, Francisco Gamez

Chair, Teresa Morris called the meeting to order at 2:18 p.m.

Motion by Chris Walker to approve the revised agenda, seconded by Martin Bednarek, all members voting Aye. There are changes to the agenda: CIS 363 and 364 were moved to substantive agenda to address some comments.

The group welcomed Francisco Gamez, the new Dean of Business and Technology. Committee members gave a quick self-introduction.

The Chair gave the group 6 minutes to review ETHN 106 which is being resubmitted to comply with CSU GE Area F requirements.

Action Items

Motion by Martin Bednarek to approve the consent agenda, seconded by Chris Walker, all members voting Aye.

- **Approval of minutes from the meetings on November 12, 2020; November 19, 2020; and December 10, 2020**

- **Course Modifications**

- CIS 110 Introduction to Computer and Information Science (3)
(DE update; 2-year update; change in texts)
- CIS 132 Introduction to Databases (3)
(DE update; 2-year update; change in texts)
- CIS 133 NoSQL Databases (3)
(DE update; 2-year update)
- CIS 140 Big Data Analytics (4)
(DE update; 2-year update; changes in title, description, SLOs, objectives, and texts)
- CIS 254 Introduction to Object-Oriented Program Design (4)
(DE update; 2-year update; change in texts)
- CIS 255 (CS1) Programming Methods: Java (4)
(DE update; 2-year update)

- **Program Modification**

- Small Business Management – Certificate of Specialization
(Change in units; removal of BUS. 672 (being banked) as a selective course)

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**

- CIS 363 Enterprise Database Management (4) – **approved with a change in the description.** *Motion by Martin Bednarek, seconded by Chris Walker, all members voting “Aye”.*
(DE update; 2-year update; changes in title, description, SLOs, objectives, content, and texts)
- CIS 364 From Data Warehousing to Big Data (4) – **approved with a change in the description.** *Motion by Chris Walker, seconded by Martin Bednarek, all members voting “Aye”.*
(DE update; 2-year update; change in texts)
Mounjed Moussalem addressed a question about programming experience required. He explained that while CIS 364 is more advanced than CIS 363, it

doesn't have programming so programming experience is needed for CIS 363 but not for CIS 364.

ETHN 106 Oceania & the Arts (3) – **approved with a correction in the recommended preparation and changes in the assignment.** Motion by Chris Walker, seconded by Martin Bednarek, all members voting "Aye".

(DE update; addition of recommended preparation; changes in description, changes in SLOs, objectives, content, assignments, and texts)

Eligibility for ENGL 105 will be added as recommended preparation.

Everybody is eligible to take ENGL 100 or 105. The Chair will contact Malathi Iyengar to inquire about the intent for having the recommended preparation. Martin Bednarek commented that having recommended preparation is a good conversation starter with students, to help explain why the preparation is advised.

The committee had a discussion on the use of "compare and contrast" in SLO #3. Lee commented that the language is redundant, but the author might have been following CSU language to make outcomes align. This comment is noted; the author can decide on changing the SLO if needed.

- **Program Modification**

- Real Estate – AA Degree – **postponed, pending faculty input on comments about the increase in units**

(Change in units; addition of description; addition of BUS. 150 as a required core course option; addition of ACTG 100, BUS. 201, R.E. 105, R.E. 215, and R.E. 220 as selective courses.)

The Real Estate AA Degree is adding 3 units. Lale Yurtseven explained that this was proposed by a faculty who teaches R.E. classes and is updated on the industry. Could this be in response to a licensing issue? Another change is the addition of selective courses so that the program now has core and selective courses. The changes could impact Guided Pathways. The Chair cautioned the group about adding units to programs; there is a consequence to students in terms of time, cost, and effort required. Mike Holtzclaw, Vice President of Instruction, added that while we consult advisory boards for curricular input, we have to strike a balance between their recommendations and students' needs. Lale will speak with faculty in the R.E. department about the group's comments.

- **Open Agenda**

- Discussion on Curriculum Co-Chair situation for Spring 2021

The Chair announced that Chris Walker has expressed an interest in shadowing her this spring. This will be her last semester as Curriculum Committee Chair after almost 10 years. The group discussed the options of having a designated Co-Chair versus a more informal shadowing arrangement. Having a Co-Chair sounds like the work is equally divided but this may not be the case. The committee decided to go with the more informal shadowing assignment.

Normally, the Chair gets 6 units of release time, but this changes depending on current needs. Teresa will keep her 4 units and Chris will receive 2 units. A few years ago when there had been many changes in the Library Department, Teresa Morris had reduced her Curriculum Committee Chair load to take over some responsibilities in the Library. A part of it had been given to Shana Young to help with the review of course and program proposals in CurricUNET. Chris will help with curricular review and other Chairperson duties including coordinating with and providing guidance to staff involved in curriculum. We will see how things work out this semester; progress will be reported to the committee.

The committee will vote on the Committee Chair at the May 2021 meeting.

Meeting adjourned at 3:44 pm.