

College of San Mateo

Curriculum Committee

November 11, 2021 (2:15 p.m.)

<https://smccd.zoom.us/j/83293167093?pwd=TVlhM09HTmU5aWlBakhneWlwMINOZz09>

MINUTES

Members Present

Chair

Christopher Walker

Academic Support and Learning Technologies

Ron Andrade

Business/Technology

Mounjed Moussalem, Lale Yurtseven

Creative Arts & Social Science

Judith Hunt

Instruction Design

Julieth Benitez

Kinesiology Division

Shana Young

Language Arts Division

Evan Kaiser, David Laderman

Library

Matthew Montgomery

Math/Science Division

Beth LaRochelle

Student Services

Martin Bednarek, Alex Guiriba

Non-Voting Members

Mike Holtzclaw, Marsha Ramezane, Ada Delaplaine, Alma Gomez

Absent/Excused

Creative Arts & Social Science

Jeremy Ball

Distance Education

Donna Eyestone

Math/Science Division

Christopher Smith

ASCSM Student Representative

Brittany Arriharan

Other Attendees

Rene Anderson, Michelle Brown, Yvette Butterworth, Allie Fasth, Kelsey Harrison, Tiffany Zammit

Chair, Chris Walker called the meeting to order at 2:16 p.m.

Motion by Martin Bednarek to approve the agenda, seconded by Ron Andrade, all members voting "Aye."

The Chair announced that at the Academic Senate meeting, there had been a discussion on digital meetings and the way that we vote. We don't have all the information yet and we will not be changing anything today; the Chair just wants to advise the group that changes may be coming. Teresa and some other faculty will do research on the expected changes. Basically, we are being told to attach names to votes and be aware of who voted in what direction. We need to figure out how to work this out.

Action Items

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

- **Approval of Minutes from the meeting from October 28, 2021**

- **Course Modifications**

- ART 205 Drawing II (3)
(Changes in hours and evaluation)
- ART 206 Expressive Figure Drawing and Portraiture (3)
(Changes in hours and texts)
- ART 207 Life Drawing (3)
(Changes in hours and texts)
- ART 208 Portrait Drawing I (3)
(Changes in hours and texts)
- ART 209 Portrait Drawing II (3)
(Changes in hours and texts)
- ART 213 Life Drawing II (3)
(Changes in hours and texts)
- ART 214 Color (3)
(Changes in hours and texts)
- ART 215 Portraiture III (3)
(Changes in hours and texts)
- ART 216 Portraiture IV (3)
(Changes in hours and texts)
- ART 223 Oil Painting I (3)
(Changes in hours and texts)
- ART 224 Oil Painting II (3)
(Changes in hours and texts)
- ART 225 Acrylic Painting I (3)
(Changes in hours and texts)
- ART 226 Acrylic Painting II (3)
(Changes in hours and texts)
- ART 230 Expressive Figure Drawing (3)
(Changes in hours and texts)
- ART 231 Watercolor I (3)
(Changes in hours and texts)
- ART 232 Watercolor II (3)
(Changes in hours and texts)
- ART 233 Watercolor III (3)
(Changes in hours and texts)
- ART 243 Watercolor IV (3)
(Changes in hours and texts)
- ART 244 Oil Painting III (3)
(Changes in hours and texts)
- ART 247 Oil Painting IV (3)
(Changes in hours and texts)
- ART 251 Acrylic Painting III (3)
(Changes in hours and texts)
- ART 252 Acrylic Painting IV (3)
(Changes in hours and texts)
- ART 253 Plein Air Painting II (3)
(Changes in hours and texts)
- ART 254 Plein Air Painting III (3)
(Changes in hours and texts)
- ART 255 Plein Air Painting IV (3)

		(Changes in hours and texts)
ART	301	Two-Dimensional Design (3) (Changes in hours and texts)
CIS	256	(CS2) Data Structure: Java (4) (DE update; 2-year update; removal of frequently recommended preparation)
CIS	264	Computer Organization and Systems Programming (4) (DE update; 2-year update; changes in hours, SLOs, content, methods of instruction, evaluation, and texts)
DGME	134	Radio Production Lab III (2) (DE update; 2-year update; changes in content, evaluation, and texts)
DGME	135	Radio Production Lab IV (2) (DE update; 2-year update; correction of typo in the SLOs; changes in content, evaluation, and texts)
MUS.	429	Wind Ensemble (1) (New DE Supplement)

- **Program Modification**

- Digital Media: Broadcast and Electronic Media – Associate in Arts Degree (Replaced DGME 128 with DGME 114 as a core 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 V regulations.

- **Course Modification**

- CRER 100 Career Planning and Life Exploration (3) – **approved with potential edits to the DE Supplement sections on methods of instruction and evaluation and with the additional discipline assignment of Education**. Motion by Evan Kaiser, seconded by Martin Bednarek, all members voting “Aye.”
(DE update; change in discipline assignment to add Education)
The Chair pointed out that there is no Education department at CSM. Tiffany Zammit, Director of High School Transition and Dual Enrollment, explained that adding Education as a discipline assignment would open the door for more people to teach the course.

Evan Kaiser had a question on the methods of instruction and evaluation in the DE supplement but the faculty author was not present to address the questions. The committee voted to tentatively approve the course. If there are edits to the DE supplement to address Evan’s questions, the committee can take a memo to make any necessary changes.

- **Program Modification**

- Digital Media: Applied Audio and Video Production – Certificate of Specialization (Change in units; addition of DGME 114 as a core course) – **approved**. Motion by Martin Bednarek, seconded by Ron Andrade, all members voting “Aye.”
Marsha Ramezane, Articulation Officer, had a question on whether the courses are offered regularly so that the certificate can be completed in one year. Michelle Brown replied that this is doable. DGME 113 is a prerequisite for DGME 114; the former is offered in fall and the latter is offered in spring. Michelle is also adding 3 units to the CS so that it went from 9 to 12 units. This gives students two classes where they can have hands-on audio experience, then a hands-on video

experience.

Open Agenda

- Guided Pathways

The Guided Pathways team has worked with many of the Curriculum Committee members over the years and they would like to have a conversation and get feedback on how to support academic and career communities. There had been a push to establish META majors and it's important to provide clarity for students up front. The GP Team had conversations with different folks on campus, including student groups, and recognized that there is a need to understand that many of our students are here to explore majors and careers, to see what their options are.

Allie presented the website for Academic and Career Communities that they have been working on. Maps have been created and uploaded on collegeofsanmateo.edu/communities/. In the model, exploration is centered right in the middle and this makes a value statement that we have developed our META majors and pathways. Students start with exploring options and looking at the different certificates and degrees offered on campus; some are not attached to one particular field. There are teams who support students in different areas like Arts & Media, Business and Public Services, Explorers, etc. When students click on an area, the website takes them to the program mapper which shows the different degrees and certificates that fall into that area. Students can check out the different degrees and certificates with information on careers, salary, growth, program maps, and others. We have program maps for almost all of our degrees and certificates. There are about 140 maps right now, and the plan is to triple this number. Presently, we only have 2-year maps and the GP program is working with faculty to build part-time and 3-year versions of the same maps. Students have different needs so we want to show them different sample versions of what these programs look like. If, after looking at the different program maps, students are still undecided on a major, they can check out the Explorers page. This page isn't fully built yet. The goal is to populate this page with different certificates and degrees.

There are some degrees listed like the University Transfer Options for CSU GE or IGETC and the Interdisciplinary Studies Options. These certificates are really useful to students but students may not even be aware of them and might find out about these programs from their counselors. The GP Team is thinking of creating program maps tailored to each one of the academic and career communities, e.g., if a student wants to pursue one of the options but were leaning towards for example the Arts and Media types of classes, what would the certificate look like?

The Interdisciplinary Studies degrees could potentially pair well with the Explorer experience. Students who start out as Explorers might get connected to another area and realize that they want to be a part of a certain community and go into a major in that field. There will also be students who want to stay as Explorers at CSM and we need to prepare them to get a degree along the way. There are opportunities to build out some sample maps for students using these degrees. One question that has come up is that there is no "owner" for these degrees. Is there potential or interest to update these degrees to reflect more current curriculum? This will also dovetail into other conversations held during Guided Pathways Committee meetings about what we and students have learned and experienced in the past two years, and how our curriculum is reflecting current needs and giving space for discussions. The interdisciplinary degrees have that opportunity to bring some social issues to the forefront.

Alex Guiriba thanked faculty and students in the Guided Pathways committees for the maps. This has been an inclusive process with many people participating. Yvette Butterworth added that they're having conversations about what kinds of cross disciplinary pathways we can put out for student explorers and the Curriculum Committee has discipline experts who can have a unique outlook and provide feedback into the process. Allie Fasth added that they wanted to make sure that the right folks get involved in the process.

The Chair asked about “ownership” of the interdisciplinary programs as they are not housed under a specific department. Ada Delaplaine replied that Laura Demsetz had helped out with these degrees. Allie would like to know who to contact about updating the degrees.

Chris Walker asked David Laderman about his experience with interdisciplinary studies. There is a degree that has mostly FILM classes in it but is being offered not by the FILM department, but by another department in another division. David recounted that they had partnered with DGME people to create the Film, Television, and Electronic Media AS-T. David added that it was the honors classes that caused the creation of the IDST prefix, but we don’t have an interdisciplinary studies department. Afterwards, the IDST prefix was used for the College One course. Going forward, there might be more use for the IDST prefix and this might trigger the creation of an interdisciplinary department to house the Honors courses and College One. The Chair suggested creating an ad hoc committee to deal with updating IDST courses and programs. This way, we’ll have a variety of people from different departments coming together when we want to edit or update programs. Currently, IDST courses are housed under the ASLT division, but the IDST classes existed before the ASLT division was created. Ada recalls that it was a group that created the IDST degrees, composed of Laura Demsetz, Ada, Marsha, and Susan Estes (former VPI). Judith Hunt thinks that courses and programs should live in a division but doesn’t think having a committee in charge would be that helpful. Rene thinks that it doesn’t matter where a course is housed as long there is ownership from faculty. David said that having interdisciplinary studies housed in a division makes a huge difference for the Honors program that is not really part of a division, in which case, support could be a problem. It doesn’t matter as much for the IDST programs if there is no existing IDST department since programs are not updated regularly.

Allie Fasth noted that the IDST degrees have not been as visible as other programs since there is no ownership, and students might not be aware of them. We can pull out data on degree completion but the reports don’t show the program’s potential. Martin Bednarek suggested having a setup where if a student is attached to a specific major and begins to take courses that fit one of the interdisciplinary degrees, the student will get a message saying that it looks like the student is interested in an interdisciplinary degree option in Arts and Society or Science and Society. This might make the interdisciplinary programs more visible to students, as well as to counselors. He asked about adding a Search bar on the Guided Pathways website. Allie replied that there is a Search bar but it might not be visible depending on the “door” used to access the website. The company that hosts the platform makes updates regularly and Allie will bring up the idea of having a Search bar on every page per Martin’s suggestion. She will connect with Mike about the administrative perspective. She congratulated the Curriculum Committee for updating the GE worksheets; this has been very helpful to students.

- Final edits of General Education Handbook: *Motion to accept the edits by Martin Bednarek, seconded by Alex Guiriba, all members voting “Aye.”*

The Chair presented the GE Handbook with edits; there may be more edits before the handbook is finalized. Freddie Gaines helped with the language in the Ethnic Studies area. Some of the language comes from the CSU GE Area F and some from Title 5. Judith Hunt noted that there is nothing in the description to indicate that it’s specific to the discipline of Ethnic Studies. We will add a statement that courses in this area must be in the Ethnic Studies discipline. Mike Holtzclaw, Vice President of Instruction, pointed out that some schools have courses that don’t have the ETHN prefix, e.g., Chicano Studies. There are courses on the list from the State that have other prefixes aside from the ETHN prefix; other courses are eligible under this heading, like African American Studies or Asian American Studies. If we ever create other prefixes, we could come back and update the handbook.

The GE Handbook is our internal guiding document and we vote at the committee level so if something like this comes up, we can refer to the policy to indicate why we are voting yes or no. If the college ever creates other courses, we can make adjustments. The Chair will make some final edits and post the handbook on the website.

The Chair reminded the group that we have a second meeting in November next week. At the final meeting in December, we hope to go through the remainder of courses that need to be added to the catalog next year.

Meeting adjourned at 3:27 p.m.