

Curriculum Committee

February 24, 2022 (2:15 p.m.)

https://smccd.zoom.us/j/82777789943?pwd=eUhoK01TSnlBcm5aUkZldnJBRVZuUT09

MINUTES

Members Present

Chair Christopher Walker

Business/Technology Mounjed Moussalem, Lale Yurtseven

Creative Arts & Social Science Jeremy Ball, Judith Hunt

Distance Education Donna Eyestone
Instruction Design Julieth Benitez
Kinesiology Division Shana Young

Language Arts Division Evan Kaiser, David Laderman
Library Matthew Montgomery

Math/Science DivisionStudent Services Martin Bednarek, Alex Guiriba

Non-Voting Members Marsha Ramezane, Ada Delaplaine, Alma Gomez

Absent/Excused

Math/Science Division Beth LaRochelle, Chris Smith

Non-Voting Member Mike Holtzclaw
ASCSM Student Representative Brittany Arriharan

Other Attendees Steve Gonzales, Judith Lariviere

Chair, Chris Walker called the meeting to order at 2:15 p.m.

Motion by Martin Bednarek to approve the revised agenda, seconded by Alex Guiriba, all members voting "Aye." The Chair added one item to Open Agenda: Proctorio Listening Tour Information.

Action Items

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

Approval of Minutes from the February 10, 2022 meeting

Course Deactivations

DSKL 800 Learning Skills Assessment for DRC

DSKL 822 Study Smart Skills

DSKL 827 Assistive Technology: Smartpen

DSKL 829 Assistive Technology – Text-to-Speech Program

DSKL 835 Assistive Technology - Speech Recognition

Program Modification

• Kinesiology – Associate in Arts for Transfer (Changes in selective courses)

Memo

Removal of MATH 123 (banked on 1/27/22) as a prerequisite for courses
 The Chair explained that MATH 123 was one of the prerequisite options for the courses in the memo,
 and banking this course doesn't take away the MATH prerequisite/s for these courses, just changed it to
 something different.

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 Course

LSKL 835 Assistive Technology – Speech Recognition (1) – *approved. Discipline assignment:*...... Adapted Computer Technology – Disabled Students Programs and Services. Motion
...... by Martin Bednarek, seconded by Lale Yurtseven, all members voting "Aye."
This replaces the DSKL 829 version of this course that is being banked. We switched DSKL for LSKL since some students don't appreciate having Developmental Skills (DSKL) in the course title. Judith Lariviere is banking all the DSKL courses and the committee approved two LSKL courses at its December meeting. All DSKL courses have now been switched to LSKL.

Course Modification

ELEC 232 Advanced Electronics Mathematics (2) – **approved.** *Motion by Martin Bednarek,* seconded by Matt Montgomery, all members voting "Aye."

(2-year update; changes in units, hours, and content)

This course was modified to add one extra unit so that students would get enough time to work with the instructor on problems and topics covered in class, e.g., waveform analysis. The additional unit will help students succeed in the course. The certificate will go from 19 units to 20 units.

Julieth Benitez, Instructional Designer, had a question on adding more information in the assignments section so that other faculty teaching the course will have more clarity and guidance, but Steve said that the assignments are all based on the worksheets that accompany the course.

Marsha Ramezane, Articulation Officer, asked about the ELEC 231 prerequisite which has a recommended preparation of MATH 110. Can the ELEC 231 prerequisite be waived if a student has advanced MATH? Maybe the prerequisite could be modified to ELEC 231 or MATH 120 or higher. Steve Gonzales explained that students with high Maths tend to not do well in the class; they could get bored and not work hard, e.g. students who have gone up to Calculus. Steve does a review of beginning algebra since this is what students need in class. The department rarely gets students who may want to challenge the prerequisite. If this changes, Steve is open to changing the prerequisite, but not for now. He does a pretest with students to see where they are at in their Math skills.

Judith Hunt asked about having a more recent textbook and about open sources for books. Steve replied that there is no other appropriate textbook for this level of MATH. It is not a normal MATH class; it's applied Math and is geared towards circuits construction or circuits analysis and MATH books don't have this kind of focus. The next level is Engineering-style, and the ELEC students don't have that background. The book that they are using costs over \$200 and it has 58 errors. Steve has talked to the publisher but they won't do anything about this. He has thought about writing his own textbook but he doesn't have release time to work on this. The Chair shared that some MATH faculty are textbook authors and he can connect Steve to them so he can get some guidance on how to publish a book. He asked Steve about any

State certification that affects curriculum like with Nursing and Cosmetology, and Steve replied that they don't have State certification; they have basically created their own program.

Program Modification

Astronomy – Associate in Science Degree (Change in units; addition of ASTR 210 as a core course) – approved. Motion by Martin Bednarek, seconded by Matt Montgomery, all members voting "Aye."
 There was a change in the courses; some ASTR courses have been banked and were taken off the list of courses. There is no Astronomy AS-T yet. The program is very heavy on Math and Science, and helps prepare students for transfer to a bachelor's degree in Astronomy.

Action Item

- Associate Pathway Final Draft approved. Motion by Martin Bednarek, seconded by Alex Guiriba, all members voting "Aye."
- This is a mirror of the policy that allows students who have Bachelors degrees to waive GEs. With the Associate Pathway, students with associate's degrees do not have to retake GEs; they only have to complete the major requirements for their new degree. The draft has been discussed in Academic Senate and District Curriculum Committee meetings. We might come back to this in the fall for language edits. We will review and align as needed after Title 5 changes are made, e.g., for Ethnic Studies. Once approved, this new pathway will be added to the catalog for the upcoming year.

Open Agenda

- Proctorio Listening Tour Information Julieth
- Academic Senate requested the Distance Education Advisory Committee to conduct listening tours on Proctorio. This is software that was purchased by the California Community Colleges system. With the tour, we will try to understand how Proctorio is being used across the divisions, what kind of training is being offered, students' experiences, any benefits to using Proctorio. They will have one survey for faculty and another for students to collect data on how the tool is being implemented in courses. This will help give us perspectives from both faculty and students. Data collection will start in March. Jennifer Howze-Owens leads the project and folks can contact her for more information. They are advertising on different platforms and are willing to come to division meetings to present Proctorio. Faculty are encouraged to participate and share their perspectives.
- Curriculum Handbook Revision Plan
- How do we want to deal with updating the Curriculum Handbook? It hasn't been updated since 2015-2016 and there is information that is now out of date. Information on DE is no longer applicable and the handbook doesn't mention discipline assignments.
- The committee members decided to read through the document first and divide assignments at a later time. Lale suggested putting up a googledoc that people can make edits on. Donna Eyestone cautioned on the risk in dividing the sections as this could result in having a different feel between sections. She shared her experience with the handbook for online faculty. She did a first run edit to change the easy parts to minimize wordsmithing by the entire group, and then made the handbook into a shared Google doc that people could comment on. Their next step is to break up the handbook and have groups of people edit it in breakout rooms during a DEAC meeting.
- The Chair pointed out that the Curriculum Handbook is like a subdocument of Academic Senate bylaws, e.g., membership, meetings, etc. which don't really need a change. At least half of the document is cut-and-dried and is just information copied over from other places. We need to flesh out the section on roles and responsibilities and committee procedures so these areas are clearer or better defined. Does our process reflect current procedures or have we made changes to the process that need to be written into the handbook? The Chair will post a googledoc for committee members to look at and make suggested edits. This way, we won't be making the same comments over and over. We will regroup and review the document together at a later time. We can discuss more precise courses of action at the next meeting. Maybe by then, people will have decided what section they want to work on. We need to ask ourselves if

current policies reflect current practices. Will the handbook provide enough support for faculty? Do we want to have more specificity, e.g., resolve the SLO versus course objectives discussion, flesh out assignments more? Committee members were assigned to read through the handbook as homework and decide what section they would like to work on.

..... Lale announced that she will be teaching a Study Abroad class in London course in Fall 2022. She asked her colleagues to spread the word around. She needs at least 20 students. They have materials for distribution to students. Lale is willing to come to classrooms and division meetings to talk about the course. Martin Bednarek suggested that Lale contact Truong Paningbatan, the Counseling Lead, for dissemination of information to counselors and students. Mounjed Moussalem has shared the info on Study Abroad in London with his students. Lale went to one of Hellen Pacheco's classes and thinks that these visits work well as it gives students a chance to ask questions. Lale will reach out to all the Deans and/or Division Assistants. The Chair mused that the Study Abroad program doesn't seem to want MATH faculty to do this type of program. Lale shared that she didn't think there would be interest in a Business focus either but there is no harm in applying. The usual focus has been on History, Art, English, Literature, and such. She encouraged Chris to apply as there might actually be interest in programs that aren't typical.

Meeting adjourned at 3:18 p.m.