

In order for a substantive proposal to be reviewed and considered for approval, the writer or the writer's designee must be present at the meeting at which their course or program is presented or the proposal will be tabled. Attendance is not required for consent agenda proposals.

The day before the meeting, faculty submitters should check in CurricUNET for possible last-minute comments from the full committee review. Comments are visible under My Proposals -- CHECK STATUS

College of San Mateo

Curriculum Committee

December 8, 2022 (2:15 p.m.)

Zoom Meeting: <https://smccd.zoom.us/j/82142046960?pwd=NGFtSTRERFNBdkEzY0gyK2JqcTJ1UT09>

AGENDA

I. Call to Order (a quorum is eight voting members)

II. Approval of Agenda

Action Items

III. Consent Agenda

Courses listed on the consent agenda have been reviewed for listed changes. Though courses on the consent agenda have had no 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.

- **Approval of Minutes from the meeting from November 10, 2022**
- **Reaffirmation of the Brown Act resolution in emergency situations**
- **Course Modification(s)**

ACTG	100	Accounting Procedures (3.00) (DE update; 2-year update; changes in SLOs, assignments, and texts)
BUS.	171	The Entrepreneurial Mindset (3.00) (DE update; 2-year update; changes in texts)
BUS.	173	Sources of Financing (3.00) (DE update; 2-year update)
BUS.	176	Selling the Idea (3.00) (DE update; 2-year update)
COOP	670	Cooperative Education/Work Experience (1.00 - 4.00) (DE update; 2-year update)
DGME	167	Web and Mobile Design I (3.00) (DE update; 2-year update; changes in description and texts)
DGME	168	Web and Mobile Design II (3.00) (DE update; 2-year update; changes in texts)

DGME	169	Web and Mobile Design III: Mobile First Design (3.00) (DE update; 2-year update; changes in texts)
DGME	170	Introduction to Online Advertising (3.00) (DE update; 2-year update; changes in texts)
ENGL	161	Creative Writing I (3.00) (DE update; 6-year update; changes in description, SLOs, objectives, content, instruction, assignments, evaluation, and texts)
ENGL	162	Creative Writing II (3.00) (DE update; 6-year update; changes in description, SLOs, objectives, content, instruction, assignments, evaluation, and texts)
ENGL	163	Creative Writing III (3.00) (DE update; 6-year update; changes in description, SLOs, objectives, content, instruction, assignments, evaluation, and texts)
ESL	897	Intermediate Vocabulary for Multilingual Students (0.50 - 1.00) (DE update; 6-year update; changes in SLOs, objectives, content, instruction, assignments, evaluation, and texts)
FIRE	714	Wildland Fire Control (3.00) (DE update; 2-year update; changes in description,)
FIRE	715	Principles of Emergency Services (3.00) (DE update; 2-year update)
FIRE	720	Fire Prevention (DE update; 2-year update)
FIRE	721	Fire Academy Preparation (2.00) (2-year update)
FIRE	722	Firefighter Academy (17.00) (2-year update)
FIRE	725	Fire Apparatus and Equipment (3.00) (DE update; 2-year update; changes in texts)
FIRE	730	Fire Behavior and Combustion (3.00) (DE update; 2-year update; changes in texts)
FIRE	740	Building Construction for Fire Protection (3.00) (DE update; 2-year update; changes in texts)
FIRE	745	Fire Protection Systems (3.00) (DE update; 2-year update)
FIRE	748	Firefighter Safety & Survival (3.00) (DE update; 2-year update)
FIRE	770	Fire Service Career Prep (3.00) (DE update; 2-year update; changes in texts)
FIRE	787	Emergency Medical Technician: Basic - Refresher (2.00) (2-year update)
FIRE	797	Emergency Medical Technician: Basic (11.00) (2-year update; changes in texts)
FIRE	810	Firefighter Cadet I (3.00) (2-year update)
FIRE	811	Firefighter Cadet II (3.00) (2-year update)
FIRE	812	Firefighter Cadet III (3.00)

		(2-year update)
LIT.	105	The Bible as Literature (3.00) (DE update; 6-year update; changes in description, SLOs, objectives, content, instruction, assignments, evaluation, and texts)
LIT.	113	The Novel (DE update; 6-year update; changes in description, SLOs, objectives, content, instruction, evaluation, and texts)
LIT.	115	The Short Poem in English: A Survey (3.00) (DE update; 6-year update; changes in description, SLOs, objectives, content, instruction, assignments, evaluation, and texts)
LIT.	201	American Literature I (3.00) (DE update; 6-year update; changes in description, SLOs, objectives, content, and texts)
LIT.	221	World Literature from the Modern Era (3.00) (DE update; 6-year update; changes in title, SLOs, content, assignments and texts)
LIT.	231	Survey of English Literature I (3.00) (DE update; 6-year update; changes in description, SLOs, objectives, content, instruction, assignments, evaluation, and texts)
LIT.	430	Greek Mythology and Classical Literature (3.00) (DE update; 6-year update; changes in description, SLOs, objectives, content, instruction, and texts)
LIT.	809	The Bible as Literature (DE update; 6-year update; changes in description, SLOs, objectives, content, instruction, assignments, evaluation, and texts)
LIT.	830	Greek Mythology and Classical Literature (3.00) (DE update; 6-year update; changes in description, SLOs, objectives, content, instruction, and texts)
LIT.	837	Survey of English Literature I (3.00) (DE update; 6-year update; changes in description, SLOs, objectives, content, instruction, assignments, evaluation, and texts)
LIT.	840	The Short Poem in English: A Survey (3.00) (DE update; 6-year update; changes in description, SLOs, objectives, content, assignments, evaluation, and texts)

- **Course Deactivation(s)**

BUSW	420	Cloud Applications for Business
COSM	758	Advanced Techniques/Photo Shoot
COSM	759	Advanced Techniques/Hair Specialties
FITN	237	Total Core Training
KINE	104	Sports Psychology
KINE	110	Care and Prevention of Athletic Injuries
LIT.	251	Women in Literature
MGMT	235	Leadership and Supervision
MGMT	306	Essentials of Facility Management
MGMT	307	Sustainable Facility Management
R.E.	105	Real Estate Investment

R.E.	131	Real Estate Finance
R.E.	141	Real Estate Appraisal: Basic
R.E.	200	Real Estate Economics
R.E.	215	Commercial and Investment Property
R.E.	220	Real Estate Property Management

- **Program Modification(s)**

- Entrepreneurship and Small Business – Certificate of Achievement (removal of MGMT 235, 306, 307 and addition of MGMT 102, 103, 104, 106 as selective courses)
- Kinesiology – AA-T Associate in Arts Degree for Transfer (removal of FITN 237, BIOL 130, BIOL 132, PHYS 210, and PSYC 121 as selective courses; addition of TEAM 194 and PSYC 100 as selective courses)
- Management – Certificate of Achievement (removal of MGMT 235, 306, 307 and addition of MGMT 102, 103 104, and 106 as selective courses)
- Project Management – Certificate of Specialization: Not Transcript Reported (removal of BUSW 420 and addition of MGMT 100 and 106 in core courses; moved ACTG 100 from core to selective courses)
- Real Estate – Certificate of Specialization: Not Transcript Reported (removal of selective courses and moved R.E. 121 to core courses)
- Small Business Management – Certificate of Specialization: Not Transcript Reported (removal of MGMT 215, 235, 265, 306, 307 and addition of MGMT 265, 102, 103, 104, 106, and 215 in selective courses)

- **Program Deactivation(s)**

- 21st Century Office Management – Certificate of Specialization: Not Transcript Reported
- Marketing Management – Certificate of Achievement
- Real Estate – AA Degree Program Real Estate

IV. 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(s)**

ACTG	261	Tax Research & IRS Representation (0.50) (New DE supplement)
ACTG	266	Tackling K-1s and Common Tax Deductions/Credits (0.50) (New DE supplement)
BIOL	311	Sports Nutrition (3.00) (New DE supplement; proposed for area E5a: Natural Science and E5d: Career Exploration and Self-Development)

COSM	763	Braiding and Hair Design I (1.50) (New DE supplement)
COSM	764	Braiding and Hair Design II (1.50) (New DE supplement)
FIRE	717	Emergency Medical Technician Preparation (3.00)

- **Course Modification(s)**

BUS	207	Business Analytics Fundamentals (3.00) (DE update; 2-year update; changes in prerequisites)
COSM	712	Cosmetology I (9.50) (DE update; 2-year update; changes in units, description, SLOs, and content)
COSM	722	Cosmetology II (9.50) (DE update; 2-year update; changes in units, description, SLOs, and content)
COSM	732	Cosmetology III (9.50) (DE update; 2-year update; changes in units, description, SLOs, content, and texts)
COSM	742	Cosmetology IV (9.50) (DE update; 2-year update; changes in units, description, SLOs, content, and texts)

- **New Program(s)**

- Cosmetology – Certificate of Specialization: Not Transcript Reported Braiding and Hair Design

- **Program Modification(s)**

- Cosmetology – Associate in Arts Degree (change in units)
- Management – Associate in Arts Degree (changes in units, core courses, and selective courses)

V. Open Agenda

- **Update on the Brown Act for Spring 2023 meetings**