

# College of San Mateo

## Curriculum Committee

March 23, 2023 (2:15 p.m.)

Building 10, Room 10-468 and

Zoom Meeting: <https://smccd.zoom.us/j/88097148558?pwd=YXFxcTdNTFRxZjB0eWV5dDNZT293dz09>

## MINUTES

### Members Present

Chair	Christopher Walker
Academic Support and Learning Technologies	Lia Thomas
ASCSM Student Representative	Michelle Aguilar Valdovinos
Business/Technology	Lale Yurtseven
Counseling/Articulation Officer	Marsha Ramezane
Creative Arts & Social Science	Jeremy Ball, Judith Hunt
Instructional Design	Julieth Benitez
Kinesiology Division	Shana Young
Language Arts Division	Kat Webster, Robbie Baden
Student Services	Trang Luong

### Non-Voting Members

Ada Delaplaine, Tammy Wong

### Absent/Excused

Business/Technology	Pete von Bleichert
Math/Science Division	Beth LaRochelle, Christopher Smith
Non-Voting Member	Carla Grandy

### Other Attendees

Emily Kurland, Adria Otte, Michelle Schneider,  
Madeline Wiest

Chair, Chris Walker, called the meeting to order at 2:18 p.m.

## **CONSENT AGENDA**

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Motion by Jeremy Ball to approve the consent agenda, seconded by Robbie Baden, all members voting "Aye."

- **Approval of minutes from the meeting from February 23, 2023**
  - **Program Modification(s)**
    - Kinesiology – Associate in Arts Degree (addition of DANC 100 and KINE 301 and removal of KINE 104 and KINE 110 in required selective courses; addition of TEAM 118 and TEAM 119 and removal of FITN 237 in required selective movement-based courses)
  - **Memo(s)**
    - ACTG 263 course title change

## **SUBSTANTIVE AGENDA**

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*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 preparations, the full committee is expected to review prerequisites and recommended preparations statements for all proposals to ensure compliance with Title V regulations.*

- **Course Modification(s)**

GBST	101	<p>Introduction to Global Studies (3.00) – <b>approved</b>. <i>Motion by Lale Yurtseven, seconded by Julieth Benitez, all members voting “Aye.”</i> (6-year update; changes in recommended prep, representative assignments, and texts)</p> <p>Jeremy Ball presented the course with the possibility of having the Global Studies program connect with study abroad. It is CSU transferable, but not UC transferable. As part of an AA-T interdisciplinary coursework, a variety of faculty members can teach the course, and it can transfer to a myriad of fields, which gives students more options. Chris Walker mentioned there is a workgroup currently discussing potential ways to created these interdisciplinary degrees following Skyline’s success. Concerns about textbooks was brought up, but Chris says it’s acceptable with older text along with newer text. There is no DE because Jeremy is not planning to do DE anytime soon, and his current purpose is to teach it for study abroad in Fall 2023, which does not allow for an online option. If issue arises in the future, he will add on DE. Discussion with Lia about the Library resource box in Curricunet, and the Library wants to change that question before next year’s. Ada will work with the Curricunet programmers about the current Library resource checkbox. Based on ongoing Curriculum Committee discussions, the English recommended prep was removed.</p>
LIT.	202	<p>American Literature II (3.00) – <b>approved</b>. <i>Motion by Jeremy, seconded by Marsha Ramezane, all members voting “Aye.”</i> (DE update; 6-year update; changes in description, SLOs, objectives, content, instruction, assignments, evaluation, and texts)</p> <p>Robbie Baden spoke on behalf of this course and stated that edits and updates were made throughout.</p>
MUS.	210	<p>From Blues to Hip Hop: A History of American Popular Music (3.00) – <b>approved with minor edits to course content</b>. <i>Motion by Jeremy, seconded by Julieth, all members voting “Aye.”</i> (New DE Supplement; 6-year update; change in content, instruction, and texts)</p> <p>Adria Otte confirmed that this course missed the DE update a couple years ago and the department wants to offer it in the Fall with DE, and edits and updates with minor changes were made as well. Robbie asked if it was necessary to attach SLOs to the course content. Adria agreed to remove them since the SLO mapping was inconsistent and unnecessary. The DE supplement was copied from other music courses created two years ago.</p>

SOCI 105 Social Problems (3.00) – **approved with minor edit to SLO and objectives.** *Motion by Jeremy, seconded by Robbie, all members voting “Aye.”*  
 (DE update; 6-year update; changes in recommended prep, SLOs, objectives, instruction, and texts)  
 Judith Hunt presented this course, and based on ongoing Curriculum Committee discussions, the English recommended prep was removed.  
 Discussion among the committee to revise SLO #4d and Objectives #5d: “Critically evaluate arguments for and against different social issues, using an ethical and moral lens” will now state “Critically evaluate arguments of different social issues, using ethical and moral lenses.”

- **New Program(s)**

- Communication Studies 2.0 – AA-T Associate in Arts Degree for Transfer – **approved with minor edit to PLO.** *Motion by Marsha, seconded by Lale, all members voting “Aye.”*

This new program is a change prompted by Marsha to reflect updates made by the State and continue to model the State model. It is titled 2.0 so that there is a distinction between this degree and the original Communication Studies AA-T degree. The third PLO bullet point: “Demonstrate ability to effectively deliver presentations” will now state “Deliver presentations effectively.”

- English as a Second Language – Certificate of Specialization Certificate of Academic English (CAE) Low-Intermediate Level 2 – **approved.** *Motion by Marsha, seconded by Jeremy, all members voting “Aye.”*

Emily Kurland stated that ESL is requesting to offer certificates. Chris and Interim VPI Carla Grandy did some research on whether or not we can offer these certificates under Title V. Title V regulates all Associate’s Degrees and Certificate of Achievements, but colleges can have their own individual certificates not regulated by Title V; as long as the certificate is not transcribed, colleges can offer these other certificates, and many colleges do.

Emily explained that the CS is designated for students who want a specific set of skills, and they can advance through the full breadth of courses, improve their language skills, and have a tangible item to show employers of their skills. The certificates reward students for completion, and many other colleges do it. CSM has even had students leave for other colleges who already offer ESL certificates, these certificates would be good for CSM retention as well. This is phase one of the ESL Department’s plan to continue to create certificates for higher levels and transfer-level courses. There is no Level 1 certificate because CSM does not offer those courses, but Canada does.

- English as a Second Language – Certificate of Specialization Certificate of Academic English (CAE) High-Intermediate Level 3 – **approved.** *Motion by Marsha, seconded by Jeremy, all members voting “Aye.”*
- English as a Second Language – Certificate of Specialization Certificate of Academic English (CAE) Advanced Level 4 – **approved.** *Motion by Marsha, seconded by Robbie, all members voting “Aye.”*

- **Program Modification(s)**

- Creative Writing – Certificate of Achievement (changes in description, opportunities, outcomes, required core courses, and selective courses) – **approved with minor edit to PLO.** *Motion by Jeremy,*

*seconded by Lale, all members voting "Aye."*

Robbie Baden states that this program is similar to the reasoning for the ESL certificates that it would be something for students to take away, and CSM is the only school in the area with a CA in Creative Writing amidst the many Bay Area MFA programs. According to Ada, this course had previously gone through the committee, but not to the State. In updating the program for approval this time around, edits and updates were made as well. Program Learning Outcome bullet point #2: "Create original works of fiction, poetry, nonfiction, and drama, applying the appropriate conventions for each genre and incorporating craft elements introduced in the course" will now state "Create original works of fiction, poetry, nonfiction, and drama, applying the appropriate conventions for each genre and incorporating craft elements introduced in the program."

- Sociology – AA-T Associate in Arts Degree for Transfer (changes in description, core courses and units, selective courses and units) – **approved**. *Motion by Jeremy, seconded by Marsha, all members voting "Aye."*

Judith stated that this is a regular update, and Marsha stated that this update now matches up with the State's five-year review of the degree program.

- **Memo(s)**

- Addition of Prerequisite Option to FIRE 722– **approved**. *Motion by Jeremy, seconded by Robbie, all members voting "Aye."*

Michelle Schneider presented the background and reasons for the prerequisite additions as stated in the memo.

## **OPEN AGENDA**

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**Associate's Degree Grade/GPA Policy – *approved proposed new language for CSM Catalog's "AA/AS Degree Requirements" and "Associates Degree in Arts (AA) or Science (AS) General Education Requirements."* Motion by Marsha, seconded by Lale, all members voting "Aye."**

Chris Walker continued discussion on the proposed changes to the CSM Catalog language. As previously discussed, the catalog is not consistent within itself in terms of degree requirements around GPA and minimum grades. The proposed changes are not to change the policy, but to reflect current practices of how people have been reading it and what is actually happening. These changes will also get every location in which this information is shared in the catalog to be consistent and also aligned with Canada and Skyline. This policy is for local degrees and not about transfer degrees which we have no control over.

## **CURRENT CATALOG LANGUAGE**

### **From page 109 "AA/AS Degree Requirements"**

A grade point average of 2.0 in the major is required. All classes applied to the major (core and selective) must receive a grade of "C" or better. Either 12 units or 50% of the units applied to the major, whichever is fewer, must be completed at College of San Mateo. A maximum of 12 units from courses in which the student has elected a Pass/No Pass option may be applied toward an associate degree.

### **From "Associates Degree in Arts (AA) or Science (AS) General Education Requirements"**

#### **B – SCHOLARSHIP**

A minimum grade point average of 2.0 is required in all degree applicable coursework. A grade of C or

higher in all courses applied to the major is required. Some subgroups of coursework may require a grade of C or higher or a 2.0 minimum cumulative grade point average.

#### D- MAJOR REQUIREMENTS

Major course requirements are a minimum of 18 semester units. Use the CSM CATALOG to find the courses required for each major. Either 12 units or 50% of the units applied to the major, whichever is fewer, must be completed in residence at College of San Mateo. A grade of C or higher is required for each course applied to the major. Courses applied to the major may also meet general education requirements if applicable.

#### PROPOSED NEW LANGUAGE

##### **From page 109 “AA/AS Degree Requirements”**

A minimum grade point average of 2.0 is required in all degree applicable coursework. ~~A grade point average of 2.0 in the major is required.~~ All classes applied to the major (core and selective) must receive a grade of "C" or better or **“Pass”**. Either 12 units or 50% of the units applied to the major, whichever is fewer, must be completed at College of San Mateo. A maximum of 12 units from courses in which the student has elected a Pass/No Pass option may be applied toward an associate degree.

##### **From “Associates Degree in Arts (AA) or Science (AS) General Education Requirements”**

#### B – SCHOLARSHIP

A minimum grade point average of 2.0 is required in all degree applicable coursework. A grade of **“C” or better or “Pass”** in all courses applied to the major is required. **A maximum of 12 units from courses in which the student has elected a Pass/No Pass option may be applied toward an associate degree.** Some subgroups of coursework may require a grade of C or higher or a 2.0 minimum cumulative grade point average.

#### D- MAJOR REQUIREMENTS

Major course requirements are a minimum of 18 semester units. Use the CSM CATALOG to find the courses required for each major. Either 12 units or 50% of the units applied to the major, whichever is fewer, must be completed in residence at College of San Mateo. A grade of **“C” or better or “Pass”** is required for each course applied to the major. Courses applied to the major may also meet general education requirements if applicable.

Chris would like to get the Committee’s approval on these proposed changes with the ability to be able to meet with other campuses’ Committee Chairs and make minor changes without having to bring it back to the Committee for approval again.

**Meeting adjourned at 3:41 p.m.**