

# College of San Mateo

## Curriculum Committee

April 27, 2023 (2:15 p.m.)

Building 10, Room 10-468 and

Zoom Meeting: <https://smccd.zoom.us/j/85977086993?pwd=YWVMS1FoVUVuRXBTYUVwK2s5K3R4QT09>

## MINUTES

### Members Present

Chair	Christopher Walker
Academic Support and Learning Technologies	Lia Thomas
ASCSM Student Representative	Michelle Aguilar Valdovinos
Business/Technology	Pete von Bleichert, 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
Math/Science Division	Beth LaRochelle

### Non-Voting Members

Carla Grandy, Ada Delaplaine,  
Tammy Wong

### Absent/Excused

Student Services	Trang Luong
Math/Science Division	Christopher Smith

### Other Attendees

Stephen Heath, Arielle Smith, Madeline Wiest

Chair, Chris Walker, called the meeting to order at 2:21 p.m. Motion by Lale Yurtseven to approve the agenda, seconded by Beth LaRochelle, all members voting "Aye."

## CONSENT AGENDA

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

- **Approval of minutes from the meeting from March 23, 2023**

- **Course Modification(s)**

COMM 115 Survey of Human Communication (3.00)  
(DE update; 6-year update; removal of TBA, changes in instruction,  
assignments, evaluation, and texts)

- **Course Deactivation(s)**

ACTG 278 VITA Supervisory  
COSM 766 Salon Business Entrepreneur

- **Program Modification(s)**

- Individual Tax Professional – Certificate of Specialization (removal of ACTG 278 and addition of ACTG 261 and 266 in required selective courses)

- **Program Deactivation(s)**

- CPA Exam Prep: Auditing and Attestation (AUD) – Certificate of Specialization
- CPA Exam Prep: Business Environment and Concepts (BEC) – Certificate of Specialization
- CPA Exam Prep: Financial Accounting and Reporting (FAR) – Certificate of Specialization
- CPA Exam Prep: Regulation (REG) – Certificate of Specialization

- **Memo(s)**

- Banking ACTG 665MX due to course conversion
- Program title changes to following standard CSM naming conventions
- Update programs affected by the banking of COSM 766

#### **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.*

- **New Program(s)**

- Advanced Accounting Knowledge – Certificate of Specialization – **approved**. Motion by Marsha Ramezane, seconded by Lale, all members voting “Aye.”

#### **OPEN AGENDA**

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- **A.A. Math Competency Policy – approved**. Motion by Jeremy, seconded by Marsha, all members voting “Aye.”

#### **C – COMPETENCY REQUIREMENTS**

##### **C1: MATH/QUANTITATIVE REASONING**

- Successful completion of a math course at or above the level of Intermediate Algebra with a grade of C or better (or Pass), OR
- Successful completion of BUS. 113, BUS. 115 (CSM), BUS. 123 (CSM, SKY), PSYC 121 (CSM) or PSYC 171 (SKY) with a grade of C or better (or Pass).

Discussion among committee members around the following issues included:

From the memo *AB 1705 Implementation Guide* sent 3/15/2023: “High school math for math competency for non-transferable associate degrees: Satisfactory completion of a mathematics course at or above the level of Intermediate Algebra satisfies the math competency for the associate degree. Because students cannot be required to repeat coursework they successfully completed in high school, a grade of C or better in a math course at or above the level of high school Algebra 2 satisfies the math competency for the certificate or associate degree.” This means the vast majority of incoming students will meet math competency based on their high school transcript.

The courses Business 113 – Personal Finance, BUS. 115 – Business Mathematics, BUS. 123 – Business Statistics, PSYC 121 – Basic Statistical Concepts, and PSYC 171 – Quantitative Reasoning in Psychology are all entry level courses and have all been approved for quantitative reasoning in one or more GE pattern.

Higher level courses are not necessary to list, as students will have already met competency before taking those courses.

External exams are no longer needed for math competency due to changes in the way handle them. Students now get course specific credit, so competency will be met through the 1st item.

This is a policy that has been discussed across three colleges and math departments and will be put into the catalog for this upcoming year.

- **Math 120 Prerequisite Language – *postponed***
- **A.A. Major Language Update – *approved*.** *Motion by Marsha, seconded by Beth, carried by the majority with three “Nays” (Robbie Baden, Judith Hunt, and Lale Yurtseven) and two abstentions (Julieth Benitez and Pete von Bleichert).*

#### **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 at one or more of the district colleges.** 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.

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Proposed new language as a follow-up to previous A.A. Major Language Update discussion due to a Board policy that was missed – Policy 6.26 - Transfer of Credit and Graduation and/or Certificate Program Requirements for Students Who Transfer among the District’s Colleges, specifically #5: “Students who have taken course work at more than one of the District’s Colleges shall ordinarily be recommended for graduation by the College in which they have taken the majority of their course work. Students who have completed the majority of their course work at a college outside the District must complete a minimum of twelve (12) units or a minimum of fifty percent (50%) of the total units required (whichever is less) for the major at one or more the District Colleges in order to be recommended for graduation with the Associate of Arts or Associate of Science Degree or completion of a Certificate Program. The 50% requirement does not apply to Associate Degrees for Transfer.” This policy was last approved by the Board in 2015, and it is currently being review for major edits next year.

Discussion among members regarding policy change of residency in the District, and not in the major, and what that means for students to have a “home institution”, community building, and coherent pathways, and how programming decisions and funding should be considered based on this change. Madeline Wiest (Transcript Evaluation Services) said that this would help students since many of them are impacted by the college residency requirement and have faced barriers completing their degrees because they do not realize the current unit/college residency completion requirement. Chris Walker

stated that these updates would match Board policy and the other two Colleges.

- **Certificate Catalog Language Update**

The current CSM policy states that 50% of the courses used to complete a certificate must be completed at CSM, but students completing certificates with a large number of units are running into issues of not being able to receive these certificates because they are not aware of the 50% college residency requirement. Arielle Smith brought up one example with the IGETC certification.

The Committee discussed possible temporary and permanent solutions and exceptions (especially for the larger unit certificates) and this topic will continue to be open for discussion.

For the next meeting, Chris asked Committee members to find out the membership for next year from the Divisions if possible. Judith Hunt also wants to talk about Dual Enrollment and coding courses under an “umbrella community.” Chris told her to send these items in an email so they can be brought up at the agenda prep meeting.

**Meeting adjourned at 3:55 p.m.**