

# College of San Mateo

## Curriculum Committee

May 11, 2023 (2:15 p.m.)

Building 10, Room 10-468 and

Zoom Meeting: <https://smccd.zoom.us/j/86800686192>

### 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
Language Arts Division	Kat Webster, Robbie Baden
Math/Science Division	Beth LaRochelle, Christopher Smith

#### Non-Voting Members

Carla Grandy, Tammy Wong

#### Absent/Excused

Student Services	Trang Luong
Business/Technology	Pete von Bleichert
Kinesiology Division	Shana Young
Non-Voting Member	Ada Delaplaine

#### Other Attendees

Maggie DeVera, Arielle Smith, Madeline Wiest,  
Janis Wisherop

Chair, Chris Walker, called the meeting to order at 2:22 p.m. Motion by Jeremy Ball to approve the agenda, seconded by Judith Hunt, all members voting "Aye."

#### **CONSENT AGENDA**

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

- **Approval of minutes from the meeting from April 27, 2023**
- **Course Deactivation(s)**

DGME    680MF    Digital Storytelling

- **Program Deactivation(s)**

- Preparation for a Master's Degree in Accounting – Certificate of Specialization
- Preparation for a Master's Degree in Taxation – Certificate of Specialization
- **Memo(s)**
  - Generic 690 course outline review

## **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 preparations, 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)**

AOD	680MA	<p>Peer Support Specialist Training I (3.00) – <b>approved with minor edits to description and SLO and removal of C3 Information Competency requirement.</b> Discipline assignment: Addiction Paraprofessional Training. Motion by Jeremy, seconded by Marsh, all members voting “Aye.” (New DE supplement)</p> <p>AOD Director Maggie DeVera explained role of a Peer Support Specialist. This role requires 80 hours of training to qualify for the State exam, and the State creates certificates through Med-Cal, and they can bill for Peer Support Specialist sessions. The new Director of San Mateo County asked CSM AOD to consider partnering to develop these courses, and AOD will have a say in how's developed. AOD created two 3-unit courses which will cover the mandated 17 core competencies listed by the State. Part 1 will cover 12 competencies, and part 2 will cover 5.</p> <p>This course is exploratory to get it going for Spring 2024, and together with the second course (AOD 680MB) will be short courses taken back-to-back to be completed in one semester. AOD will build upon this and add continuing education units and create more classes for supervisors. This is a pathway for Addiction Studies Certification for counselors as they have similar competency requirements.</p>
AOD	680MB	<p>Peer Support Specialist Training II (3.00) – <b>approved with minor edits to description and SLO and removal of C3 Information Competency requirement.</b> Discipline assignment: Addiction Paraprofessional Training. Motion by Jeremy, seconded by Beth LaRochelle, all members voting “Aye.” (New DE supplement)</p> <p>Same discussion as AOD 680MA.</p>

- **Program Modification(s)**

- Biology: Pre-Nursing – Associate in Science Degree (changes in career opportunities) – **postponed.** Returned to Biology to settle in the Fall.
- Nursing – Associate in Science Degree (changes in core required courses and pre-admissions major requirements) – **approved.** Motion by Jeremy Ball, seconded by Beth, all members voting “Aye.” Given the type of program applicants, either Chemistry course is sufficient to function well in the

program. Director of Nursing Janis Wisherop worked closely with Melinda Nguyen on this program. Discussion on making sure faculty are the ones driving curriculum and be at least one of the co-Contributors as the program/course makes its way through the process. Chris Walker will contact Melinda Nguyen to get approval to add her officially as a co-Contributor to this program.

- **Memo(s)**

- Changes to the prerequisites for COSM 712, 722 and 742 – **approved**. *Motion by Chris Smith, seconded by Beth, all members voting “Aye.”*

- Math 120 prerequisite language – **approved with minor edit**. *Motion by Jeremy, seconded by Chris Smith, all members voting “Aye.”*

Chris Walker got approval from all the programs listed on this memo. Students will qualify for these courses having taken Algebra 2 (Intermediate Algebra) in high school. This goes along with the Math Competency A.A. Degree changes discussed in the previous meeting.

## **OPEN AGENDA**

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- **Review of Curriculum Committee Goals from the Past Year – postponed**

- **Curriculum Committee Chair for 2023-2024**

Chris Walker is taking a new position in June as Interim Dean of Math/Science. He and VPI Carla Grandy have been having informal conversations with people for his replacement, but no present solution has been solidified. Even if Chris had not taken this new position, there would still need to be a vote for the new Chair, since Chris' two-year term is technically up.

According to the policy, the Chair can be chosen from current or recent members of the Committee. Chris has reached out to Teresa Morris and asked if she would help prepare this person, and Carla would also help to guide this new person.

If anyone is interested, please reach out to Chris, Carla, or Teresa. There is release time allocation that may be flexible. Currently, 0.6 is allocated to the Curriculum Committee, with Shana receiving 0.2 for tech review and Chris receiving 0.4 as Chair.

This is a great opportunity to learn about curriculum. The only prerequisites are that you recently served on the Committee, and you have knowledge of the process. Anyone in the room is qualified. Responsibilities include managing the Curriculum Committee, managing the agenda, working with faculty to help/make suggestions through the process, being an IPC member, being a voting member of Academic Senate and presenting updates, and attending District-wide meetings and meetings with other Curriculum Chairs. Once this person is identified, the decision will be voted on by the Committee, and the new Chair officially begins in Fall.

The members thanked Chris for his work with the Curriculum Committee. Carla thanked Chris and all the members for their work, and light refreshments were enjoyed.

**Meeting adjourned at 3:43 p.m.**