College of San Mateo

Curriculum Committee

November 9, 2023 (2:15 p.m.)
Building 10, Room 10-401
Zoom Meeting: https://smccd.zoom.us/j/84974480365
Meeting ID: 849 7448 0365
Call in using: +1 669 444 9171 US

MINUTES

<u>Members Present</u>

Chair	Jeramy Wallace
Academic Support and Learning Technologies	Lia Thomas
ASCSM Student Representative	Michelle Lopez Grijalva
Business/Technology	Sujata Verma, Lale Yurtseven
Creative Arts & Social Science	Judith Hunt, Malathi Iyengar
Instructional Design	Julieth Benitez
Kinesiology Division	Shana Young
Language Arts Division	Robbie Baden, Tamara Perkins
Math/Science Division	Christopher Smith
<u>Non-Voting Members</u>	Carla Grandy, Ada Delaplaine, Tammy Wong

<u>Absent/Excused</u>

Counseling/Articulation Officer	Marsha Ramezane
Math/Science Division	Beth LaRochelle
Student Services	Trang Luong
<u>Other Attendees</u>	Donna Eyestone, Monique Nakagawa, Arielle Smith, Chris Walker, Madeline Wiest, Todd Windisch, Erica Yoon

Chair, Jeramy Wallace, called the meeting to order at 2:17 p.m. Lia Thomas had emailed Jeramy requesting to table the Library Resources Discussion until spring so that the librarians could collectively meet to discuss. Motion by Tamara Perkins to approve the revised agenda to take off the Library Resources Discussion from the Open Agenda, seconded by Shana Young, all members voting "Aye."

Public Comments (2 minutes/person)

Lale Yurtseven: I was contacted by the Academic Senate President about a resolution for the math pathway for the Business Administration 2.0 transfer degree. And we're still trying to figure out what this really means because students can now take the lower level math classes and things like that. And they will. I sent that email to the business department. And we can now add things like finite math instead of calculus to the Business Administration 2.0 degree. And then my thought was no, that's kind

of too low for a business major. Then I looked at the degree, and it's actually an option. It's either Calc, Calc II, 241, 251, or math 125 and 200 So I was surprised. But that's how low that is for a business transfer degree because all business degrees require calculus. Todd needs to vote on this next Saturday.

Chris Walker: It's up to you for your degree program. However, transfer degrees are very prescriptive, so if we could find out how prescriptive the transfer degrees are needed to meet minimum guidelines.

Todd Windisch: I am not leaving until Wednesday for the plenary, so Lale and I can sit down and actually talk through it because from my understanding, it's not necessarily asking us to change what is in our degrees for transfer It's more about adding flexibility for the placement of students into their initial class. Another option is to contact the originator of the resolution to get some clarity on what they are trying to accomplish.

Chris Walker: I will send guidelines to Lale. I also recommend Lale looks at other Business degrees down the peninsula.

Lale: Stricter requirements are ok, not looser.

Carla Grandy: There's a lot coming through for curriculum, and it's going to continue to over the next few years as we're implementing all of the legislation that's been coming through. So it would be wonderful if you all who are division reps could offer yourselves to the faculty in your division as the first line of defense, with questions around curriculum, or just curriculum in general, because sometimes there's too much for our office to handle all of the questions. I talked with the Dean's about this also, but just wanted to talk directly with you all, and just say if you can just let faculty know that you're available to answer questions that would be super helpful.

Judith Hunt: I can just speak for our division. We've never seen anything like this. There's push back from faculty that they're not going to work on their curriculum. So at some point, could we bring the Deans together and get a hard voice on this. There seems to be a perception that this is optional, and the narrative has shifted on this that it's too hard and not wanting to do it. And I apologize for everyone who has to deal with this.

Shana: Where are the consequences when you don't do something. If they don't do it, they can't teach it. If they're not here at the committee meeting, it gets taken off the agenda.

Julieth: It's been a hectic Fall semester, and who can provide good feedback with 50 courses that come through right now. Too many people are waiting for the last meeting and that defeats the purpose since we are all rushing through the items as a committee.

Chris Walker: During Fall 2020, every course came through during that first fall of Covid. Teresa, then Curriculum Chair, combatted this by scheduling different deadlines for each department so that it was spread out. While initially it seemed that these dates were not distributed fairly with some departments receiving earlier deadlines, I realized that it doesn't matter when the deadline is because they will work on the courses two weeks before the deadline.

Jeramy: Let's brainstorm in the spring for next fall.

Chris Smith: How is the agenda created, and what is deemed consent vs. substantive?

Jeramy: During an agenda prep meeting with Tammy, Ada, Shana, and Teresa, the items are reviewed and the changes made to the course are looked at (e.g. impacting C-ID, transfer, deactivation). Is it big enough changes to merit substantive? Courses with changes in prerequisites, units, and those that impact transfer articulation are automatically substantive.

CONSENT AGENDA

Motion by Lale to approve the consent agenda, seconded by Judith, 10 members voting "Aye", 0 "Nay" and 1 Abstention (Julieth)

- **Approval of minutes from the October 26, 2023 meeting**

- **Course Modification(s)**

CIS	110	Introduction to Computer and Information Science (3.0)
		(DE update; 2-year update; changes in text)
CIS	113	Ruby Programming (4.0)
		(DE update; 2-year update)
CIS	129	Frameworks/Server-Side JavaScript (3.0)
		(DE update; 2-year update)
CIS	132	Introduction to Databases (3.0)
		(DE update; 2-year update; change in texts)
CIS	133	NoSQL Databases (3.0)
		(DE update; 2-year update; change in texts)
CIS	140	Big Data Analytics (4.0)
		(DE update; 2-year update; change in recommended prep and texts)
CIS	254	Introduction to Object-Oriented Program Design (4.0)
		(DE update; 2-year update; change in texts)
CIS	255	(CS1) Programming Methods: Java (4.0)
		(DE update; 2-year update; change in texts)
CIS	256	(CS2) Data Structures: Java (4.0)
		(DE update; 2-year update; change in texts)
CIS	363	Enterprise Database Management (4.0)
		(DE update; 2-year update)
CIS	364	From Data Warehousing to Big Data (4.0)
		(DE update; 2-year update; change in texts)
DANC	121.1	Modern Dance I (0.5-1.0)
		(DE update; 6-year update; change in text)
DANC	121.2	Modern Dance II (0.5-1.0)
		(DE update; 6-year update; change in text)
DANC	121.3	Modern Dance III (0.5-1.0)
		(DE update; 6-year update; change in text)
DANC	121.4	Modern Dance IV (0.5-1.0)
		(DE update; 6-year update; change in text)
DANC	130.1	Jazz Dance I (0.5-1.0)
		(DE update; 6-year update; change in text)
DANC	130.2	Jazz Dance II (0.5-1.0)
		(DE update; 6-year update; change in text)
DANC	130.3	Jazz Dance III (0.5-1.0)
		(DE update; 6-year update; change in text)
DANC	130.4	Jazz Dance IV (0.5-1.0)
		(DE update; 6-year update; change in text)
DANC	140.1	Ballet I (0.5-1.0)

		(DE update; 6-year update; change in text)
DANC	140.2	Ballet II (0.5-1.0)
		(DE update; 6-year update; change in text)
DANC	140.3	Ballet III (0.5-1.0)
		(DE update; 6-year update; change in text)
DANC	140.4	Ballet IV (0.5-1.0)
		(DE update; 6-year update; change in text)
DGME	105	Introduction to Digital Media (3.0)
		(DE update; 2-year update; changes in objectives, content, and texts)
FITN	116.1	Body Conditioning I (0.5-1.0)
		(DE update; 6-year update)
FITN	116.2	Body Conditioning II (0.5-1.0)
		(DE update; 6-year update)
FITN	116.3	Body Conditioning III (0.5-1.0)
		(DE update; 6-year update)
FITN	116.4	Body Conditioning IV (0.5-1.0)
		(DE update; 6-year update)
FITN	134	Track and Trail Aerobics (0.5-1.0)
		(DE update; 6-year update)
FITN	301.1	Indoor Cycling I (0.5-1.0)
		(6-year update)
FITN	301.2	Indoor Cycling II (0.5-1.0)
		(6-year update)
FITN	301.3	Indoor Cycling III (0.5-1.0)
		(6-year update)
FITN	301.4	Indoor Cycling IV (0.5-1.0)
		(6-year update)
FITN	334.1	Yoga I (0.5-1.0)
		(DE update; 6-year update; change in texts)
FITN	334.2	Yoga II (0.5-1.0)
		(DE update; 6-year update; change in texts)
FITN	334.3	Yoga III (0.5-1.0)
		(DE update; 6-year update; change in texts)
FITN	334.4	Yoga IV (0.5-1.0)
		(DE update; 6-year update; change in texts)
KINE	204	Advanced Yoga Pedagogy & Philosophy (3.0)
		(6-year update; change in texts)
KINE	205	Advanced Yoga Asana (3.0)
		(6-year update; change in content and texts)
PSYC	120	Introduction to Research Methods (3.0)
		(DE update; 6-year update; changes in recommended prep and texts)
PSYC	225	Theories of Personality (3.0)
		(DE update; 6-year update; changes in SLOs, objectives, assignments, evaluation, and texts)
PSYC	310	Positive Psychology (3.0)

		(DE update; 6-year update; changes in text)
PSYC	330	Sports Psychology (3.0)
		(DE update; 6-year update; changes in text)

- **Course Deactivation(s)**

CIS	503	Data Visualization and Text Analysis in Python
BUSW	418	Spreadsheets

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)**

BUS.	118	Spreadsheets (3.0) – ***approved.*** *Discipline assignment: Business. Motion by Sujata Verma, seconded by Shana, all members voting "Aye."* (New DE supplement; proposed for GE area E5d: Career Exploration and Self-Development) Lale stated that there are no more BUSW courses except for this final one (BUSW 418), which will be folded into the Business department as essentially the same course. Jeramy asked why this course is proposed for GE E5d. Upon review of the GE Handbook, it meets #5 of E5d. Committee also discussed QOTL and how Deans are given a list of who have completed training so that Distance Education courses are assigned to faculty who have completed training. However, this is not always the case as Deans have the right of assignment and still assign faculty without QOTL to teach DE.

- **Course Modification(s)**

BUS.	136	Business Finance (3.0) – ***approved.*** *Motion by Judith, seconded by Malathi Iyengar, all members voting "Aye."* (DE update; 2-year review; change in prerequisite and text) Since BUSW 418 was a prerequisite and will now be banked, BUS 118 will be replacing BUSW 418.

OPEN AGENDA

- **Library Resources Discussion – *postponed until spring***

- **Local General Education Workgroup Setup**

Jeramy would like to see who is interested in revising local GE requirements to align with new Title V GE requirements. This is under the same timeline as Cal-GETC to be completed and approved by end of spring. Jeramy will ask Todd to put out a call in the next Academic Senate email to recruit from outside of

the Curriculum Committee. Marsha will be on the workgroup. Big question is what kind of competencies do we want to keep on our AA Degree. What do we do with self-development classes? A member of the committee asked if we will be chopping courses. Kinesiology and Counseling courses won't have a home under the new Title V guidelines, so these will need to be figured out.

Update on the District Curriculum Committee's Board doc policy for alignment and reciprocity across colleges. There's a draft that will go to the Participatory Governance Committee for discussion. Two levels to try to resolve inconsistencies in subject code, course number, unit value, course title, and prerequisites or conflicts between colleges for specific courses. This will take a lot of time and effort to resolve inconsistencies. Committee also discussed Board's take on implementing AB1111 and class cancellation policy.

- **Electronics Program Deactivation**

When Chris Walker was the Curriculum Chair in spring 2022, this process started. Dean Francisco Gamez reached out to Academic Senate to ask that they review three programs for potential deactivation, which is called the Program Improvement and Viability (PIV) process. The problem was the college had not gone through this process since the big budget crisis in 2011. So last time that was done, and most of those programs were deactivated for financial reasons or various other reasons (e.g. faculty left, there's nobody to teach it). There was not a well-documented process for this, so they formed a work group in fall 2022: Chris Walker, Arielle Smith (then AS President), Jesenia Diaz (AS Vice President), Lee Miller, and Christy Baird from fire technology served on the committee, and they spent the year reviewing those programs and data and lots of interviews with the Deans and professors and various related people to kind of decide what to do with these. The conclusion was that the Electronics program would be discontinued. Report presented at Academic Senate at the very end of spring last year to describe the process, and the Committee has the same report.

Chris went through the parts of the PIV form and information gathered during the process. Robbie Baden asked why CSM's program wasn't viable whereas Skyline and Laney's are. Chris responded that they have partnerships with other companies, and that a lack of follow-up from the CSM faculty when partners reached out to CSM, resulted in the current state.

The Dean has planned out knowing the faculty's retirement and no classes were offered. There was not a new cohort brought in for Fall 2022, and only second year courses were taught, so no lingering students are left in the program. There are plans to deactivate program degrees and courses associated with it. Discussion if this program is worth saving and moving to Math/Science. Some departments are in discussion of finding an alternative version of the Electronics program using modern technology. One of Francisco's strengths is developing new programs.

Monique Nakagawa mentioned that this touches on accreditation for ACCJC so she needs to be kept in the loop on the PIV process.

Chris said that the point of this discussion is to be clear about the process so we know what we're doing and following. Carla and Francisco met with HR and found out that the deactivation of PIV programs needs to be approved by the Board. It's slightly different than deactivating courses. Lale asked about BUSW and whether or not she had to take any additional steps. Ada said that for that situation we normally just put it on the Board Report showing that we are discontinuing the prefix.

Per Chris, the other two programs in PIV are Building Inspection and Drafting Technology, with Building Inspecting needing programmatic changes and Drafting Technology in progress.

Meeting adjourned at 3:22 p.m.