

College of San Mateo

Curriculum Committee

November 16, 2023 (2:15 p.m.)

Building 10, Room 10-468

Zoom Meeting: <https://smccd.zoom.us/j/85606571139>

Meeting ID: 856 0657 1139

Call in using: +1 669 444 9171 US

MINUTES

Members Present

Chair	Jeremy Wallace
Academic Support and Learning Technologies	Lia Thomas
ASCSM Student Representative	Michelle Lopez Grijalva
Business/Technology	Lale Yurtseven
Counseling/Articulation Officer	Marsha Ramezane
Creative Arts & Social Science	Judith Hunt, Malathi Iyengar
Instructional Design	Julieth Benitez
Language Arts Division	Robbie Baden, Tamara Perkins
Math/Science Division	Beth LaRochelle, Christopher Smith
Student Services	Trang Luong

Non-Voting Members

Carla Grandy, Ada Delaplaine,
Tammy Wong

Absent/Excused

Business/Technology	Sujata Verma
Kinesiology Division	Shana Young

Other Attendees

Deborah Baker, Donna Eystone, Jane Jackson,
Monique Nakagawa, Elinor Westfold, Madeline
Wiest

Chair, Jeremy Wallace, called the meeting to order at 2:19 p.m. Motion by Lale Yurtseven to approve the agenda, seconded by Marsha Ramezane, all members voting "Aye."

Public Comments (2 minutes/person)

Jeremy: We have to wait until the board first approves the actual deactivation of the program to vote on the electronics courses. The board is going to be looking at that memo that was sent to us by the PIV Committee. And then after that, we, as a committee, will deactivate the courses.

Beth LaRochelle: At Academic Senate, there was a discussion of pausing Fire for the semester because of budget and concern that the process for PIV wasn't taking place to deactivate. In the evening, the Fire Coordinator was notified by the President that they would commit to keep it open.

Jeremy: There are budget concerns over Fire; they are overbudget. That's a PIV issue, right? If it's not viable, then Academic Senate needs to look at it as a committee. With that being said, we may or may not see a Fire PIV come through the Curriculum Committee. If the budget isn't increased, we would have to look at that. Right now, there is a commitment to not pause it, but what about long term.

Robbie Baden: Curious, so now, if this happens again, it could be paused?

Jeremy: That's what Todd was arguing that you can't just arbitrarily pause a program. You'd have to go through the process that we've already established. They will figure it out and this issue could come to Curriculum Committee at some point.

Malathi Iyengar: Is it an automatic thing that something over budget gets paused? Or does it come from a certain office or body? How does this work?

Jeremy: I think anybody can proposed a PIV to Academic Senate.

Carla Grandy: We are not pausing a program. We are not offering two courses next semester because the program is really expensive, and the budget currently allocated to it is not enough to cover it by close to a half a million dollars. Where does the money come from? We are going to move forward with the offering courses in spring, but again, it wasn't an issue of pausing the program. It was really a scheduling issue. But I do agree with Jeremy's statement that we need to look at it in general and try to understand it better. What resources do we have? This is a program different than most other programs on campus, and it requires a lot of resources, outside equipment, and personnel to be able to run it, and it is also very important to the region. So there's a lot of conversations going on right now. No, it is not an automatic process. It's a decision made at the President-level, and that's what happened with this case. But we'll continue to look at it, and maybe we will be having this conversation more in curriculum. I'm happy to answer any questions if you have one.

Chris Smith: From the perspective of new curriculum coming in, the ability to support a program is one of the things that we are supposed to be considering: if there is a budget or if there are facilities.

Jeremy: Tamara and I met with the District Curriculum Committee to talk about AB1111 and AB928, and this will be agendized for the next meeting.

CONSENT AGENDA

Motion by Judith Hunt to approve the consent agenda, seconded by Chris, all members voting "Aye."

- **Course Modification(s)**

ADMJ	100	Introduction to the Criminal Justice System (3.0) (DE update; 2-year update; changes in instruction and evaluation)
ADMJ	102	Principles and procedures of the Criminal Justice System (3.0) (DE update; 2-year update; changes in instruction and evaluation)
ADMJ	104	Concepts of Criminal Law (3.0) (DE update; 2-year update; changes in instruction, evaluation, and texts)
ADMJ	120	Criminal Investigation (3.0) (DE update; 2-year update; changes in instruction and evaluation)
ADMJ	125	Juvenile Procedures (3.0) (DE update; 2-year update; changes in instruction and evaluation)
ADMJ	185	Introduction to Forensic Science (3.0) (DE update; 2-year update; change in recommended prep)
BLDG	710	Advanced Building Inspection (4.5)

		(DE update; 2-year update; change in text)
BLDG	720	Electrical Inspection I (3.0) (DE update; 2-year update; change in texts)
BLDG	730	Plumbing Inspection (3.0) (DE update; 2-year update; change in content and texts)
BLDG	750	Structural Provisions (3.0) (DE update; 2-year update; change in text)
BLDG	760	Energy Regulations (3.0) (DE update; 2-year update; change in text)
BLDG	775	Introduction to Residential Dwelling Inspection Technology (3.0) (DE update; 2-year update; change in texts)
BUS.	100	(Introduction to Business (3.0) (DE update; 2-year update; change in recommended prep and text)
BUS.	125	International Business (3.0) (DE update; 2-year update; change in texts)
BUS.	127	Fundamentals of International Trade (3.0) (DE update; 2-year update)
BUS.	201	Business Law (3.0) (DE update; 2-year update)
BUS.	203	Intercultural Relations in Global Business (3.0) (DE update; 2-year update; change in text)
BUS.	206	Operations and Supply Chain Management (3.0) (DE update; 2-year update)
BUS.	230	International Marketing (3.0) (DE update; 2-year update; change in texts)
DGME	104	Digital Media Career Pathways (3.0) (DE update; 2-year update; change in SLOs, objectives, content, instruction, assignments, and text)
ESL	849	Intermediate Listening and Speaking Workshop (0.5) (DE update; 6-year update; change in title, description, SLOs, objectives, instruction, assignments, and text)
ESL	895	Intermediate Reading Improvement for Multilingual Students (0.5) (DE update; 6-year update; change in title, description, SLOs, objectives, content, assignments, and texts)
LIT.	155	Comics and the Graphic Novel (3.0) (DE update; 6-year update; change in instruction and texts)
MGMT	100	Introduction to Management (3.0) (DE update; 2-year update)
MGMT	151	Compensation and Benefits (3.0) (DE update; 2-year update; change in text)
MUS.	301	Piano I (2.0) (DE update; 6-year update; change in description, SLOs, objectives, content, instruction, assignments, evaluation, and texts)
MUS.	302	Piano II (2.0) (DE update; 6-year update; change in description, SLOs, objectives, content, instruction, assignments, evaluation, and texts)

MUS.	303	Piano III (2.0) (DE update; 6-year update; change in description, SLOs, objectives, content, instruction, assignments, evaluation, and texts)
MUS.	304	Piano IV (2.0) (DE update; 6-year update; change in description, SLOs, objectives, content, instruction, assignments, evaluation, and texts)
PSYC	100	General Psychology (3.0) (DE update; 6-year update; change in objectives, assignments, and texts)
PSYC	106	Psychology of Prejudice and Discrimination (3.0) (DE update; 6-year update; change in SLOS and texts)
PSYC	230	Introduction to Cross-Cultural Psychology (3.0) (DE update; 6-year update; change in SLOs, objectives, and texts)
PSYC	301	Psychology of Human Relationships and Adjustment (3.0) (DE update; 6-year update; change in SLOs and texts)
PSYC	320	Psychology of Wellness: The Mind-Body Connection (3.0) (DE update; 6-year update; change in assignments and texts)
R.E.	100	Real Estate Principles (3.0) (DE update; 2-year update)
R.E.	110	Real Estate Practice (3.0) (DE update; 2-year update)
R.E.	121	Legal Aspects of Real Estate (3.0) (DE update; 2-year update)

- **Course Deactivation(s)**

CIS	480	Enterprise Security Policy Management
CIS	481	Enterprise Emergency Response Planning
CIS	483	Digital Forensics and Hacking Investigation
COOP	620	Community Engagement/Work Experience
COOP	670	Cooperative Education/Work Experience
COSM	746	Cosmetology V
COSM	749	Cosmetology VI
COSM	757	Supplemental Cosmetology VII
FIRE	789	Recruit Firefighter Training
FITN	112.1	Cross Training I
FITN	112.2	Cross Training II
FITN	112.3	Cross Training III
FITN	112.4	Cross Training IV
FITN	235.1	Boot Camp I
FITN	235.2	Boot Camp II
FITN	235.3	Boot Camp III
FITN	235.4	Boot Camp IV
FITN	339	Pilates Circuit Training

- **Program Modification(s)**

- International Business – AS Degree (addition of BUS. 230 as a required core course and making BUS. 206 a selective core course; removal of COOP 670 from selective courses; change in required core course units from 35 to 32, resulting in change in total required major units from 38 to 35)
- International Business – Certificate of Achievement (addition of BUS. 230 as a required core course and making BUS. 206 to be selective core course; change in required core course units from 15 to 12, resulting in change in total required major units from 24 to 21)

- **Memo(s)**

- Impacted Programs Due to Deactivation of COOP 670
- Rescind the Deactivation of CIS 503

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)**

- | | | |
|------|-----|---|
| ESL | 859 | Advanced Englishes through World Cultures (4.0) – approved .
<i>Discipline assignment: English as a Second Language. Motion by Marsha, seconded by Lale, all members voting “Aye.”</i>
(New DE Supplement) |
| ESL | 865 | Advanced Listening and Speaking Workshop (0.5) – approved with minor changes to SLO #2 and SIO #2 . <i>Discipline Assignment: English as a Second Language. Motion by Chris, seconded by Marsha, all members voting “Aye.”</i>
(New DE Supplement)
Discussion on editing SLO and SIO #2 for clarity. |
| ESL | 899 | Advanced Reading Improvement for Multilingual Students (0.5) – approved . <i>Discipline assignment: English as a Second Language. Motion by Tamara, seconded by Chris, all members voting “Aye.”</i>
(New DE Supplement) |
| MUS. | 884 | Review of Fundamentals (0.5) – approved . <i>Discipline assignment: Music. Motion by Marsha, seconded by Malathi, all members voting “Aye.”</i>
(New DE Supplement)
Discussion regarding representative assignments. After clarification by faculty, assignments remain as is. |

- **Course Modification(s)**

BLDG	740	Mechanical Code (3.0) - postponed (DE update; 2-year update; change in content and texts)
FIRE	722	Firefighter Academy (17.0) – approved with DE typo removed. <i>Motion by Judith, seconded by Malathi, all members voting “Aye.”</i> (DE update; 2-year update; change in prerequisite) Removed application prerequisite as one less barrier for students. The other three prerequisites are part of regulations.
PSYC	201	Child Development (3.0) – approved. <i>Motion by Judith, seconded by Chris, all members voting “Aye.”</i> (DE update; 6-year update; change in prerequisite, SLOs, objectives, content, and texts) Removed prerequisite to be in alignment with Skyline and C-ID.

- **New Program(s)**

- Esthetics – Certificate of Achievement (20 units) – **approved.** *Motion by Tamara, seconded by Lale, all members voting “Aye.”*
Courses were approved before and now they are part of a program that provides another option for students. Future connections to CTE pathway are being worked on. Open enrollment to all students without approval.

Meeting adjourned at 3:04 p.m.