

College of San Mateo

Curriculum Committee

December 7, 2023 (2:15 p.m.)
Building 10, Room 10-401 and
Zoom Meeting: <https://smccd.zoom.us/j/81482685775>
Meeting ID: 814 8268 5775
Call in using: +1 669 444 9171 US

MINUTES

Members Present

Chair	Jeremy Wallace
Academic Support and Learning Technologies	Lia Thomas
Business/Technology	Sujata Verma, 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

Non-Voting Members

Carla Grandy, Ada Delaplaine

Absent/Excused

ASCSM Student Representative	Michelle Lopez Grijalva
Kinesiology Division	Shana Young
Student Services	Trang Luong
Non-Voting Member	Tammy Wong

Other Attendees

Krys Bobrowski, Mohsen Janatpour, Vincent Li,
Teresa Morris, Monique Nakagawa, Madeline
Wiest, Todd Windisch

Chair, Jeremy Wallace, called the meeting to order at 2:22 p.m. Motion by Malathi Iyengar to approve the agenda, seconded by Marsha Ramezane, all members voting "Aye."

Public Comments (2 minutes/person)

No public comments.

CONSENT AGENDA

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

- **Approval of minutes from the November 9, 2023 and November 16, 2023 meetings**
- **Course Modification(s)**

ANTH	110	Cultural Anthropology (3.0) (DE update; 6-year update; change in SLOs, assignments, and texts)
BUS.	101	Human Relations at Work (3.0) (DE update; 2-year update; change in texts)
BUS.	103	Business Information Systems (3.0) (DE update; 2-year update; change in texts)
BUS.	113	Personal Finance (3.0) (DE update; 2-year update; change in texts)
BUS.	123	Business Statistics (3.0) (DE update; 2-year update; change in texts)
BUS.	150	Small Business Management (3.0) (DE update; 2-year update; change in texts)
BUS.	174	The Business Plan (3.0) (DE update; 2-year update; change in texts)
BUS.	180	Introduction to Marketing (3.0) (DE update; 2-year update)
BUS.	205	Business Ethics and Social Responsibility (3.0) (DE update; 2-year update; change in texts)
BUS.	207	Business Analytics Fundamentals (3.0) (DE update; 2-year update; change in recommended prep, content and texts)
BUS.	208	Quantitative Business Analytics (3.0) (DE update; 2-year update; change in recommended prep and content)
BUS.	232	Sales Management (DE update; 2-year update; change in text)
BUS.	233	Social Media Marketing (3.0) (DE update; 2-year update; change in text)
COUN	114	Transfer Essentials I (1.0) (DE update; 6-year update; change in description, SLOs, objects, content, instruction, evaluation, and text)
CRER	127	Career Choices II: Job Search (0.5) (DE update; 6-year update; change in description, content, instruction, assignments, evaluation, and texts)
DRAF	113	REVIT (3.0) (DE update; 2-year update; change in description, SLOs, objectives, assignments, texts)
DRAF	130	Mechanical Design with CAD (3.0) (DE update; 2-year update; change in prerequisite, description, SLOs, objectives, content, assignments, evaluation, texts)
ECON	100	Principles of Macroeconomics (3.0) (DE update; 6-year update; change in prerequisite, recommended prep, content, instruction, assignments, evaluation, texts)
ECON	102	Principles of Microeconomics (3.0) (DE update; 6-year update; change in prerequisite, instruction, assignments, evaluation, texts)
ETHN	103	Asian Americans and US Institutions (3.0)

		(DE update; 6-year update; change in description, SLOs, objectives, content, instruction, assignments, texts)
HIST	310	California History (3.0) (DE update; 6-year update; change in assignments, texts)
KINE	300	Anatomy of Motion (3.0) (DE update; 2-year update; change in description, SLOs, objectives, texts)
MGMT	152	Staffing and Performance (3.0) (DE update; 2-year update; change in text)
MGMT	154	Training and Development (3.0) (DE update; 2-year update)
MGMT	215	Human Resources Management (3.0) (DE update; 2-year update; change in text)
MGMT	220	Organizational Behavior (3.0) (DE update; 2-year update; change in text)
MGMT	265	Project Management (3.0) (DE update; 2-year update; change in text)
MUS.	290	Electronic Music I (3.0) (DE update; 6-year update; change in evaluation and text)
MUS.	501	Studio Lessons I (Applied Music I) (1.0) (DE update; 6-year update; change in prerequisites, description, SLOs, objectives, content, assignments, texts)
MUS.	502	Studio Lessons II (Applied Music II) (1.0) (DE update; 6-year update; change in prerequisites, description, SLOs, objectives, content, assignments, texts)
MUS.	503	Studio Lessons III (Applied Music III) (1.0) (DE update; 6-year update; change in prerequisites, description, SLOs, objectives, content, assignments, texts)
MUS.	504	Studio Lessons IV (Applied Music IV) (1.0) (DE update; 6-year update; change in prerequisites, description, SLOs, objectives, content, assignments, texts)

- **Course Deactivation(s)**

ART	807	Extended Fine Arts Studio Workshop
MATH	110	Elementary Algebra
MATH	115	Geometry
MATH	120	Intermediate Algebra
MATH	190	Path to Statistics
MATH	811	Arithmetic Review with Pre Algebra
MATH	890	Just-in-Time Support for Path to Statistics

- **Program Modification(s)**

- Advanced Accounting Knowledge– Certificate of Specialization (addition of ACTG 241 and 242 as an option for required core courses)

- **Program Deactivation(s)**
 - Enterprise Cybersecurity Professional – Certificate of Achievement
- **Memo(s)**
 - Math 110 Memo
 - ESL 859 Course Number Change to ESL 401

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)**

ACTG	241	Accounting Data Analytics (3.0) – approved with changes to description. <i>Discipline assignment: Accounting. Motion by Lale, seconded Marsha, all members voting “Aye.”</i> (New DE Supplement) Discussion on modifying the course description for clarity and use of data analysis software.
ACTG	242	Accounting Information Systems & Internal Controls (3.0) – approved. <i>Discipline assignment: Accounting. Motion by Marsha, seconded by Malathi, all members voting “Aye.”</i> (New DE Supplement) New courses trying to align CSM curriculum to tailor to what the CPA exam now requires.
AOD	100	Peer Support Specialist Training I (3.0) – postponed. (New DE Supplement)
AOD	101	Peer Support Specialist Training II (3.0) – postponed. (New DE Supplement)
BIOL	129	Biotechnology: Research and Industrial Applications (3.0) – approved with changes to description. <i>Discipline assignment: Biology. Motion by Marsha, seconded by Malathi, all members voting “Aye.”</i> Discussion on “communication” content also included in “regulatory” content for clarity. Minor edits made to the description.
BIOL	680MB	Biotechnology: Manufacturing Experience (1.0) – approved. <i>Discipline assignment: Biology. Motion by Marsha, seconded by Robbie, 7 members voting “Aye,” 1 “Nay” (Lale Yurtseven), and no abstentions.</i> This is an experimental course because Chris Smith had worked with Andrea and talked about a coursed designed for dual enrollment. Experimental one-unit course embedded in an existing high school biology course as a sort of recruiting tool for the college.
DGME	175	Interaction Design (3.0) – approved. <i>Discipline Assignment: Digital Media: Mobile App and Web Design and Digital Media: Multimedia</i> <i>Motion by Marsha, seconded by Chris, all members voting “Aye.”</i> (New DE Supplement) This was approved as an experimental course (DGME 680MG) last

		year, and it will use the same discipline assignment as the experimental course.
MUS.	130	Songwriting II (3.0) – approved . <i>Discipline assignment: Music. Motion by Lale, seconded by Malathi, all members voting “Aye.”</i> (New DE Supplement)
MUS.	389	Recording for Musical Applications II (3.0) – approved with minor edits to SLO #1 . <i>Discipline assignment: Music or Commercial Music. Motion by Tamara, seconded by Robbie, all members voting “Aye.”</i> (New DE Supplement) First level MUS. 289 should have the same discipline assignment as MUS. 389. MUS. 389 to include “or Commercial Music”, as there are slightly different requirements if it’s Music or Commercial Music, and faculty thinks this course could go either way. This “or” designation also widens faculty hiring prospects.
PSCI	126	Mental Imagery in Art and Science of Different Cultures (3.0) – postponed . (New DE Supplement; proposed for GE area E5c: Humanities) Discussion and clarification on difference between project paper assignments and student projects. Referenced PSCI 125 for discipline assignment: chemistry or physics or psychology or philosophy. According to Mohsen Janatpour, faculty who can teach this course have backgrounds in science and in humanities, and not particular to one science or one particular course in humanities. PSCI 125 is more from the perspective of science , and PSCI 126 seems more towards humanities. Committee discussion on discipline assignment and its implications and how they are listed (perhaps listed like and as an IDST course), as listing options possibly change the requirements to qualify who can teach the course. PSCI 126 postponed so Jeramy and committee can further research the discipline assignment for this course.

- **Course Modification(s)**

ANTH	125	Biological Anthropology (3.0) – approved . <i>Motion by Lale, seconded by Robbie, all members voting “Aye.”</i> (DE update; 6-year update; change in title, SLOs, assignments, and texts) Change in title brings it into alignment with CID and Skyline.
ANTH	127	Biological Anthropology Laboratory (1.0) – approved . <i>Motion by Marsha, seconded by Lala, all members voting “Aye.”</i> (DE update; 6-year update; change in title and texts)
ART	401	Three-Dimensional Design (3.0) – approved with minor edits to assignments . <i>Motion by Judith, seconded by Malathi, all members voting “Aye.”</i> (DE update; 6-year update; changes in hours, description, SLOs, objectives, content, assignments, evaluation, texts) Art courses want to be in alignment in hours with all the other colleges.
ART	405	Sculpture I (3.0) – approved . <i>Motion by Marsha, seconded by Chris, all members voting “Aye.”</i>

ART	406	(DE update; 6-year update; change in hours, description, SLOs, texts) Sculpture II (3.0) – approved . <i>Motion by Marsha, seconded by Lale, all members voting “Aye.”</i> (DE update; 6-year update; change in hours, description, content, and texts)
ART	409	Sculpture III Extended Expertise (3.0) – approved with minor changes to objectives and evaluation . <i>Motion by Judith, seconded by Robbie, all members voting “Aye.”</i> (DE update; 6-year update; change in hours and texts)
ART	410	Sculpture IV Advanced Expression (3.0) – approved with changes to SLO #1 and objectives . <i>Motion by Lale, seconded by Lia, all members voting “Aye.”</i> (DE update; 6-year update; change in hours, SLOs, and texts)
ART	411	Ceramics I (3.0) – postponed (DE update; 6-year update; change in hours, description, SLOs, objectives, content, instruction, assignments, evaluation, and text)
ART	412	Ceramics II (3.0) – postponed (DE update; 6-year update; change in hours, description, SLOs, objectives, content, instruction, assignments, evaluation, and text)
ART	417	Ceramics Glazing Techniques (3.0) – postponed (DE update; 6-year update; change in hours, description, SLOs, objectives, content, instruction, assignments, evaluation, and text)
ART	418	Ceramics III (3.0) – postponed (DE update; 6-year update; change in hours, description, SLOs, objectives, content, assignments, evaluation, and text)
BLDG	740	Mechanical Code (3.0) – postponed (DE update; 2-year update; change in content and texts)
BUS.	209	Data Visualization (3.0) – approved . <i>Motion by Lale, seconded by Chris, all members voting “Aye.”</i> (DE update; 2-year update; change in prerequisites, recommended prep, SLOs, content, and texts) Discussion of keeping ENGL eligibility recommended prep as helpful for counseling students.
DRAF	121	Computer-Aided Drafting I – AutoCAD (3.0) – postponed (DE update; 2-year update; change in title, recommended prep, description, SLOs, objectives, content, instruction, assignments, evaluation, texts)
MUS.	291	Electronic Music II (3.0) – approved . <i>Motion by Judith Hunt, seconded by Chris, all members voting “Aye.”</i> (DE update; 6-year update; change in hours, evaluation, texts) According to Ada, as long as you have enough hours to meet the particular units, you can have any combination here, as long as you have the appropriate hours for the units. Hours changed to bring it into alignment with other courses in the department and also with Skyline.

- **GE Title V Revisions Discussion – *postponed***

Meeting adjourned at 4:01 p.m.