College of San Mateo

Curriculum Committee

October 10, 2024 (2:15 p.m.)
Building 10, Room 10-468
Zoom Meeting: https://smccd.zoom.us/j/85144346350
Meeting ID: 851 4434 6350
Call in using: +1 669 444 9171 US

MINUTES

Members Present

Academic Support and Learning Technologies	David Laderman, Lia Thomas
ASCSM Student Representative	Wai Yan Oo
Articulation Officer	Marsha Ramezane
Business/Technology	Sujata Verma, Lale Yurtseven
Counseling/Student Services	Leonardo Cruz, Trang Luong
Creative Arts & Social Science	Judith Hunt, Malathi Iyengar
Instructional Design	Julieth Benitez
Kinesiology Division	Shana Young
Language Arts Division	Tamara Perkins, Kristi Ridgway
Math/Science Division	Beth LaRochelle, Christopher Smith

Non-Voting Members — Danni Redding Lapuz, Deborah Laulusa, Tammy Wong

Absent/Excused

Chair — Jeramy Wallace

Other Attendees — Christy Baird, Diana Bennett, Guillermo Cockrum, Donna Eyestone, Justin Merritt, Nico van Dongen, Madeline Wiest, Todd Windisch

Committee Member, Shana Young, called the meeting to order at 2:20 p.m. Motion by Judith Hunt to approve the agenda, seconded by Lale Yurtseven, all members voting "Aye."

Public Comments (2 minutes/person)
None

CONSENT AGENDA

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

- **Approval of minutes from the September 26, 2024 meeting**

- **Course Modification(s)**

  ADAP   110   Adapted General Conditioning (0.5-1.0)
  (DE update; 6-year update; change in content)

  ADAP   155   Adapted Back Care (0.5-1.0)
  (DE update; 6-year update; change in content)

  DGME   100   Media in Society (3.0)
  (DE update; 2-year update; change in description, SLOs, objectives, content, assignments, and evaluation)

  DGME   101   Writing for Mass Media (3.0)
  (DE update; 2-year update; change in description, SLOs, and texts)

  DGME   102   Media Law and Ethics (3.0)
  (DE update; 2-year update; change in objectives, content, assignments, and texts)

  DGME   107   Introduction to Social Media (3.0)
  (DE update; 2-year update; change in assignments)

  DGME   113   Digital Video Production (3.0)
  (DE update; 2-year update; change in description, SLOs, objectives, assignments, evaluation, and texts)

  DGME   164   User Interface/User Experience Design (3.0)
  (DE update; 2-year update; changes in SLOs, content, and assignments)

  FIRE   810   Firefighter Cadet I (3.0)
  (2-year update; change in description)

  FIRE   811   Firefighter Cadet II (3.0)
  (2-year update; change in description)

  FIRE   812   Firefighter Cadet III (3.0)
  (2-year update; change in description)

- **Course Deactivation(s)**

  FITN   336   Restorative Yoga

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)**

  DGME   176   UX Research Methods (3.0) – ***approved with changes to description***. *Discipline assignment: Multimedia or Graphic Arts. Motion by Lale, seconded by Beth LaRochelle, all members voting "Aye."*

(New DE Supplement)
This course and other DGME courses discussed in this meeting will be part of a User Interface/User Experience Certificate that will be brought to Committee after these courses are approved. A big part of UX is research, and this course will give students industry skills in basic research methods. The Committee discussed with faculty Diana Bennett about the type of language used for the catalog description, since the Curriculum Handbook states that we do not use marketing language. Since Diana worked with Cañada faculty to create identical courses, the catalog description will now be the same one as Cañada's:

This course teaches the basics of user experience research methodology, planning, and execution with industry-standard tools, including docs, spreadsheets, study administering and data gathering software, prototypes, and presentation slides. Practical application of skills learned to inform product development and UX design are also covered.

DGME   177   UX Data Visualization (3.0) – *approved with changes to description and title.* *Discipline assignment: Multimedia or Graphic Arts. Motion by Beth, seconded by Tamara Perkins, all members voting "Aye."*
(New DE Supplement)
Same discussion related to the course description, so it will now be updated to match Cañada's:

This course provides an introduction as well as hands-on experience in data visualization for user experience (UX). It introduces students to the theory and design principles for creating meaningful displays of quantitative and qualitative data to facilitate decision-making and design modifications or choices.

Business/Technology Division representatives brought up possible similarities between BUS. 109 and CIS Python Data Visualization courses. After comparing descriptions, the Business one is related to business visualization for increasing clarity, CIS Python involves coding, and Digital Media focuses on making thing look and feel pretty. Suggestion to add "Design" to this course title to differentiate the different Data Visualization courses offered at CSM, so course title will now be "UX Data Visualization Design."

DGME   178   Content Strategy & UX Writing (3.0) - *approved with changes to description.* *Discipline assignment: Multimedia or Graphic Arts. Motion by Beth, seconded by Lale, all members voting "Aye."*
(New DE Supplement)
Same discussion related to the course description, so it will now be updated to match Cañada's:

This course teaches the basics of information architecture, writing for user interfaces, and content management using industry-standard tools such as docs, spreadsheets, design software, and presentation slides. Practical application of skills learned to develop content for user interfaces are also covered.

EMC. 425 CPR: Heath Care Provider (0.5) – ***approved***. *Discipline assignment: Emergency Medical Technologies. Motion by Lale, seconded by Kristi Ridgway, all members voting "Aye."*
Christy Baird explained how a number of students on campus benefit from CSM having a CPR class – EMT, Fire Academy, Dental, and Nursing. Currently, students have to enroll in private courses to get certified or travel to Skyline to take a class there. This will be CPR for Health Care Providers approved by the American Heart Association, and resources for this course will be shared between the District and the department. There was discussion on distance education for this course, and Christy said that they are making efforts to keep classes in-person, as students in these fields need to acclimate to touching people, and this is also required by licensing. The course prefix is EMC. to align with other campus.

- **Course Modification(s)**

  ART 351 Beginning Black and White Photography (3.0) – ***approved with the removal of "other" from representative texts.*** *Motion by Dave Laderman, seconded by Kristi, all members voting "Aye."*
  (DE update; 6-year update; change in hours, recommended prep, SLOs, objectives, and texts)
  Discussion and agreement to remove "other" from representative texts. The change in hours is reflected in the reduction of lab hours, and this is happening with all the other courses in the series. The recommended prep course was removed because that course is banked.

  FIRE 721 Fire Academy Preparation (2.0) – ***approved.*** *Motion by Beth, seconded by Chris Smith, all members voting "Aye."*
  (2-year update; changes in recommended prep and instruction)

- **New Program(s)**
  - University Transfer Option A: California General Education Transfer Curriculum (Cal-GETC) – Certificate of Achievement (34 units) – ***approved with typo fix.*** *Motion by Leo Cruz, seconded by Lale, all members voting "Aye."*
  Marsha Ramezane explained that the Certificate of Achievement for students completing the IGETC Transfer pattern will be removed Fall 2025, so this new certificate is for Cal-GETC and replaces the old GE pattern certificate. A typo was noted and will be changed.

- **Program Modification(s)**
  - Political Science – Associate in Arts Degree for Transfer (changes in requirements, units, general education and elective courses verbiage) – ***approved with total units fix***. *Motion by Judith, seconded by Leo, all members voting "Aye."*
  There was a technical issue in Curricunet that added up the units incorrectly. The total units should be listed as 18-19 units, and Deb Laulusa will fix that on the backend.

Meeting adjourned at 3:19 p.m.