

College of San Mateo

Curriculum Committee

November 21, 2024 (2:15 p.m.)

Building 10, Room 10-468 and

Zoom Meeting: <https://smccd.zoom.us/j/89139878739>

Meeting ID: 891 3987 8739

Call in using: +1 669 444 9171 US

MINUTES

Members Present

Chair	Jeremy Wallace
Academic Support and Learning Technologies	David Laderman, Lia Thomas
ASCSM Student Representative	Wai Yan Oo
Business/Technology	Sujata Verma, Lale Yurtseven
Counseling/Student Services	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	Christopher Smith

Non-Voting Members

Danni Redding Lapuz, Deborah Laulusa,
Marsha Ramezane, Tammy Wong

Absent/Excused

Counseling/Student Services	Leonardo Cruz
Math/Science Division	Beth LaRochelle

Other Attendees

Christy Baird, Donna Eyestone, Justin Merritt,
Madeline Wiest

Chair, Jeremy Wallace, called the meeting to order at 2:20 p.m. Motion by Kristi Ridgway to approve the agenda, seconded by Judith Hunt, all members voting "Aye."

Public Comments (2 minutes/person)

None.

CONSENT AGENDA

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

- **Course Modification(s)**

ACTG	103	Ten-Key Skills (0.5) (DE update; 2 year update; change in text)
ART	104	Modern Art (3.0) (DE update; 6-year update; change in content and texts)
BLDG	790	Blueprint Reading for Construction (3.0) (DE update; 2-year update; change in objectives, texts)
BUS.	401	Business Communications (3.0) (DE update; 2-year update; change in texts)
CIS	400	Probability for Computer Scientists (4.0) (DE update; 2-year update; change in title and texts)
DGME	114	Digital Video Production II (3.0) (DE update; 2-year update; change in assignments and texts)
MUS.	401	Voice I (2.0) (DE update; 6-year update; change in assignments and texts)
MUS.	402	Voice II (2.0) (DE update; 6-year update; change in assignments and texts)
MUS.	403	Voice III (2.0) (DE update; 6-year update; change in instruction, assignments, texts)
MUS.	404	Voice IV (2.0) (DE update; 6-year update; change in instruction and texts)

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	835	ESL for Parents of Elementary School Children (2.0) – postponed.
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- **Course Modification(s)**

ESL	400	Advanced English for Multilingual Students (5.0) – approved with changes to description. Motion by Judith, seconded by Chris, all members voting “Aye.” (DE update; 6-year update; change in title, hours, description, SLOs, objectives, content, instruction, assignments, evaluation, texts) This course speaks to both the humanities piece and academic skills-based critical writing and thinking. The description conveys many things because this course is also being submitted for transferability (Area 3b). Committee discussed tightening up the description, and faculty will send updated description based on feedback.
FIRE	717	Emergency Medical Technician Preparation (3.0) – approved. Motion by Julieth Benitez, seconded by Chris, all members voting “Aye.” (2-year update; change in recommended prep, assignments)

HIST 101 History of Western Civilization II (3.0) – **approved.** *Motion by Lale, seconded by Chris, all members voting “Aye.”*
(DE update; 6-year update; change in recommended prep, description, SLOs, content, assignments, texts)
Recommended prep was removed because it feels performative, and no one is encouraging compliance, and this removal takes away barriers. At the very onset of the course, it is made very clear to the students that there is a lot of writing in the course.

- **New Program(s)**

- Digital Media: UI/UX – Certificate of Achievement (21 units) – **approved with change in title.** *Motion by Julieth, seconded by Lia Thomas, all members voting “Aye.”* Committee recommended adding “Design” to title, so this certificate will be “UI/UX Design,” and faculty agreed.
- Digital Media: UI/UX – Certificate of Specialization (12 units) – **approved with change in title.** *Motion by Lia, seconded by Lale all members voting “Aye.”* Committee recommended adding “Design” to title, so this certificate will be “UI/UX Design,” and faculty agreed.

- **Memo(s)**

- Technical Updates to the Political Science Course Prefix (PLSC to POLS) – **approved.** *Motion by Judith, seconded by Malathi Iyengar, all members voting “Aye.”* Change in prefix to POLS to align with the Common Course Numbering prefix. Faculty Lee Miller agreed to change all CSM PLSC classes to POLS, so there won’t be any confusion of prefixes in the department. Other colleges in the District are moving in this direction.

OPEN AGENDA

- **Transitioning CSM Local GE Pattern Courses to New Areas**

With the changes in Title 5 for local degrees, Jeramy wanted to have it formally on record that the Committee agrees that CSM will transfer all courses from the old GE pattern and place them into the new areas, except for Area E5d, which will be placed into CSM’s new Area 7 (after review of these courses that meet the new Area 7 requirements).

- **Area 7 Courses**

Committee members shared the course document for the new Area 7: Self Development, Kinesiology Activity, & Wellness with colleagues in their department, and the Committee will go through these courses that were on the borderline for Area 7 and vote for approval to remain in Area 7. Reminders to members that Area 7 is not just an opportunity for courses to be listed multiple areas, but rather courses should hit on soft skills or skills that really hit on interpersonal exploration.

CIS 110: Introduction to Computer and Information Science (3) – **approved.** *8 “Ayes,” 1 “Nay” (Judith Hunt), and 3 Abstentions (Malathi Iyengar, Wai Yan Oo, Tamara Perkins).* Lale shared that the SLOs demonstrate a focus on digital literacy, which fulfill Area 7b2: use an inventory of lifelong learning or literacy skills (e.g. information literacy, financial literacy, contract literacy, etc.). Lia stated that

Information Literacy is stated in their core curriculum on the course online and on paper, reads similar to LIBR 100 in terms of SLOs and course content. The description seems very technical g geared towards a Computer Science major, but the SLOs read geared towards every student.

HSCI 100: General Health Science (3) – **approved**. 11 “Ayes,” 0 “Nays,” 1 Abstention (*Wai Yan Oo*). The core components of the course – physical and mental wellbeing – match up with Area 7b5. Chris brought up that this course could fit in both sections of Area 7, and the Committee discussed if courses can only be slotted into one part of Area 7. Area 7a description was updated to include “must be an activity course.”

R.E. 100: Real Estate Principles (3) – **denied**. 3 “Ayes,” 5 “Nays” (Lale Yurtseven, Kristi Ridgway, Julieth Benitez, Dave Laderman, Wei Yan Oo), 4 Abstentions (Chris Smith, Tamara Perkins, Lia Thomas, Malathi Iyengar). Faculty sent an email to the Business/Technology Division representatives stating that the course should be kept for the following reasons: (a) California housing crisis and this course would help students negotiate more successfully; (b) students would get knowledge with investment opportunities; and (c) opens up a promising career pathway. Committee discussed that this course seems to be more geared towards real estate agents. The faculty wants to add R.E. 101 into Area 7, and Jeremy said that faculty would need to resubmit the course modification officially since R.E. 101 is not already in Area 7.

BUS. 201: Business Law (3) – **approved**. 8 “Ayes,” 1 “Nay” (*Judith Hunt*), and 3 Abstentions (*Malathi Iyengar, Julieth Benitez, Trang Luong*). Lale explained that this course focuses heavily on contract law (e.g. purchasing a car, Netflix, consumer law, warranties) and satisfies Area 7b2. Committee members discussed how this course is different from R.E. 100, which was denied, since one of the SLOs for the R.E. course includes real estate contracts. It was summed up that BUS. 201 had broader applications that apply to everyone, whereas the real estate one was too narrow and only applicable to the real estate industry. Some who have been abstaining in previous votes say this distinction is too murky of a line.

BIOL 311: Sports Nutrition (3) – **approved**. 8 “Ayes,” 1 “Nay” (*Sujata Verma*), 3 Abstentions (*Judith Hunt, Kristi Ridgway, David Laderman*). Discussion whether this was for general student population or specific athlete population, and this course isn’t limited to only student athletes.

BUS. 101: Human Relations at Work (3) – **approved**. 6 “Ayes,” 5 “Nays” (*Wai Yan Oo, Lia Thomas, Julieth Benitez, Judith Hunt, Malathi Iyengar*), 1 Abstention (*Trang Luong*). This course focuses on relationships in business.

Marsha suggested removing the COMM 110-COMM 150 courses from Area 7, since they will have their own required area in Cal-GETC. Kristi will bring this back to the Communications faculty for feedback and comment. There are a couple of Psychology courses that are also on the borderline, and Kristi will speak with their faculty as well. Malathi also brought up that in general, that it shouldn’t be encouraged to push classes to count for multiple areas since there may be unintended consequences that are not good for the department, curriculum, or the students, and may just be about being territorial. Skyline and Cañada have a policy that Area 7 courses cannot be placed in other areas, and the District policy is that students cannot double dip.

- **American History and Institutions – approved.** Motion by Tamara, seconded by Lia, 10 “Ayes,” 1 “No” (Trang Luong), 1 Abstention (Wai Yan Oo).

Jeremy stated that there is a consensus to maintain American History and Institutions (AH&I), and for this to be a potential Area 8, and proposes to take Area E1a in our current degree to Area 8 in the new degree. Malathi brought up possibly taking out the Ethnic Studies classes in this area since it has its own area requirement already. She will speak to her department faculty for feedback on this, and we will revisit this at the next meeting.

In terms of alignment with the other campuses, having an Area 8 makes for better alignment from Counseling’s standpoint. Do we want to maintain AH&I with an Area 8 (3 units) on our local degree?

Acting VPI Danni Redding Lapuz informed the Committee that the Board approved the Common Course Numbering courses we had submitted, and that COCI is now open for the next step in the process.

Next Curriculum meeting is on December 5th in 10-401.

Meeting adjourned at 3:37 p.m.