

College of San Mateo

Curriculum Committee

April 10, 2025 (2:15 p.m.)

Building 10, Room 10-468

Zoom Meeting: <https://smccd.zoom.us/j/89372177578?pwd=8mu1EXeC0wyCa6rcADCsnQLPzjx2Dw.1>

Meeting ID: 893 7217 7578

Call in using: +1 669 444 9171 US

MINUTES

Members Present

Co-Chair	Malathi Iyengar
Academic Support and Learning Technologies	David Laderman, Lia Thomas
Business/Technology	Sujata Verma, Lale Yurtseven
Counseling/Articulation Officer	Marsha Ramezane
Creative Arts & Social Science	Judith Hunt
Instructional Design	Julieth Benitez
Language Arts	Tamara Perkins
Math/Science	Christopher Smith, Beth LaRochelle

Non-Voting Members

Deborah Laulusa, Tammy Wong

Absent/Excused

Chair	Jeremy Wallace
ASCSM Student Representative	Wai Yan Oo
Counseling/Student Services	Leonardo Cruz
Kinesiology	Shana Young
Non-Voting Member	Danni Redding Lapuz

Other Attendees

Michelle Beatty, Donna McCabe, Justin Merritt,
Nico van Dongen, Madeline Wiest

Co-Chair, Malathi Iyengar, called the meeting to order at 2:21 p.m. Motion by Judith Hunt to approve the agenda, seconded by Beth LaRochelle, all members voting "Aye."

Public Comments (2 minutes/person)

None.

CONSENT AGENDA

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

- **Course Modification(s)**

DGME	167	Web and Mobile Design I (3.0) (DE update; 2-year update; change in recommended prep (CCN), SLOs, objectives, texts)
DGME	168	Web and Mobile Design II (3.0) (DE update; 2-year update; change in recommend prep (CCN), SLOs, objectives, texts)
DGME	169	Web and Mobile Design III (3.0) (DE update; 2-year update; change in recommended prep (CCN), texts)
DGME	170	Introduction to Online Advertising (3.0) (DE update; 2-year update; change in texts)

- **Program Modification(s)**

- Machine Learning and Artificial Intelligence – Certificate of Specialization (change in required course title due to course title change)

- **Memo(s)**

- Redundancies in POLS C1000
- MATH 800 change to STAT 800
- DGME 250: Updating the course name

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.

- **Course Modification(s)**

ART	352	Intermediate Black and White Photography (3.0) – approved with minor edit to SLOs and objectives. Motion by Judith, seconded by Beth, all members voting “Aye.” (DE update; 6-year update; change in hours, prerequisite, recommended prep, SLOs, assignments, texts) Discussion related to SLOs and their similarities across the photography courses. Minor edit to remove capitalization of “Black and White photography.”
ART	353	Advanced Black and White Photography (3.0) – approved with changes to texts and changes to SLOs and objectives. Motion by Tamara Perkins, seconded by Judith, all members voting “Aye.” (DE update; 6-year update; change in hours, prerequisite, recommended prep, SLOs, assignments, texts)

ART 383 Intermediate Digital Photography (3.0) – **approved with changes to SLOs and assignments.** Motion by Judith, seconded by Beth, 9 members voting “Aye,” 1 abstention (Julieth Benitez).
(DE update; 6-year update; change in hours, prerequisite, SLOs, assignments, texts)
Discussion of including specific assignments to be aligned to SLO of creating a portfolio.

- **Course Reactivation(s)**

FILM 277 Film and Literature (3.0) – **approved with changes to objectives and inclusion into CSM GE Area 3.** Discipline assignment: Film Studies. Motion by Tamara, seconded by Marsha Ramezane, all members voting “Aye.”
(Change in hours, prerequisite, CSM GE, transfer credit, description, SLOs, objectives, content, assignments, evaluation, texts)
Request to delete introductory clause to objectives section. This is a companion course to LIT 277, which will be coming through the Committee for approval next meeting. LIT 277 and FILM 277 are team taught in the same room, and students sign up for one of these courses.

OPEN AGENDA

- **CSM GE Handbook**

Malathi stated that there has been a group meeting to work on the *GE Handbook*, and the doc was shared with the Committee prior to this meeting. Marsha brought up edits that were reviewed and accepted:

1. Replacing CSM GE Grad Requirement #2 to “Cumulative GPA of 2.0.”
2. Change #6 to “completed in the San Mateo Community College District” instead of CSM, as the rules have changed.
3. Delete section on “Recommending a Course for CSU GE-Breadth Area Fulfillment.” Marsha will be sending Malathi an updated transferability section to be added to the *Handbook*.

David Laderman suggested edits to Area 3’s description and SLOs, and they were included in the document.

We are still waiting for an item from Math, and those additions will be included in the next draft, and the draft will be brought back to the Committee for approval.

- **Phased Deadlines for Course Modifications – approved.** Motion by Judith, seconded by Beth, all members voting “Aye.”

Tammy Wong presented on a draft of phased deadlines for course modifications. See attached document for specific Division and CTE Department deadlines. Discussion on how to encourage faculty to submit on time. Danni will speak to the Deans at IAC, and then Division reps can also speak to their colleagues at their Division meeting about this new schedule for course modifications. Deb Laulusa stressed the importance of having courses be updated on time, as this affects accreditation and policies around course offerings.

Suggestion to move PNPA to the same timeframe as BUS. and MGMT because they work closely together. Also suggestion to place the submit by date in the foreground, as that date gets skipped and confused with the Committee meeting date that is listed.

Meeting adjourned at 3:28 p.m.