

College of San Mateo

Curriculum Committee

September 12, 2024 (2:15 p.m.)

Building 10, Room 10-468

Zoom Meeting: <https://smccd.zoom.us/j/87818285673>

Meeting ID: 878 1828 5673

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
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

Carla Grandy, Danni Redding Lapuz, Deborah Laulusa, Tammy Wong

Absent/Excused

Other Attendees

Justin Merritt, Monique Nakagawa, Arielle Smith, Christopher Walker, Madeline Wiest

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

Public Comments (2 minutes/person)

Marsha: I'm passing around copies of what Cal-GETC is going to look like and a draft of what CSM's Associate Degree is going to look like on the other side.

Lia: In Webschedule, under the Advanced Search Options, you can filter for CSU or UC transferrable, but there's no way to filter for our local GE. Who do I speak with to include this? Is it IT? It would be nice if students had an option to filter for local our local GE.

Jeremy: Does it go to the Technology Committee (TAC)? I will check with Todd about the reps for TAC and ask who faculty would go to about tech.

Julieth: Tarana is the chair of the Technology Committee.

CONSENT AGENDA

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

- **Approval of minutes from the May 9, 2024 and August 22, 2024 meeting**

- **Course Modification(s)**

DGME 220 Typography (3.0)
(DE update; 2-year update; change in text)

DGME 250 Internship (3.0)
(DE update; 2-year update; change in text)

- **Course Deactivation(s)**

PLSC 215 Contemporary Issues in American Politics

- **Memo(s)**

- Technical Updates to Degrees and Certificates

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)**

DGME 110 Photoshop Fundamentals (0.5) – **approved.** Motion by Chris Smith, seconded by Beth, all members voting "Aye."

(DE update; 2-year update; change in units to 1.0, hours, SLOs, objectives, content, assignments, and texts)

Chris S. mentioned that typically we try not to mention a specific software program, but Committee agreed that since the course is for a specific program named in the title, this mention should stay as is.

Tamara commented that the SLOs were short and vague, and the SLOs and Objectives are the same. Chris suggested to the Committee to look at the lead-in language for each one and consider if there's better language for future course outlines. Julieth said that it depends on the framework, and changes had been discussed a couple years back, and if there are changes that we make now, we have to let the faculty know. Lia said that this could be tied to the rewrite of the Curriculum Handbook. Skyline really distinguishes between SLOs and Objectives in their handbook, but CSM does not. Jeremy said that the handbook will be brought to the Committee soon for approval, and at that time, we can discuss if we are differentiating between

SLO vs. Objectives. The Committee agreed that ideally, we should.

The hours were increased for this course because DGME was finding that there wasn't enough time for in-class and homework assignments, so there was a need to increase.

- **Program Modification(s)**

- Kinesiology – Associate of Arts Degree (addition of KINE 107 as a required selective course option; additions of TEAM, VARS, DANC, and FITN courses and removal of TEAM 171.1-171.4, TEAM 180, 182, and 105 to Movement Based Courses selection list) – **approved. Motion by Shana, seconded by Chris, all members voting “Aye.”**

These were course updates due to banking of courses. The Committee discussed the inclusion of VARS courses and how ADT and local AA works for student athletes.

OPEN AGENDA

- **Common Course Numbering Update**

Jeremy presented on AB1111, Common Course Numbering (CCN). An ACCC Summer 2024 working group created Phase 1 CCN templates for the first six of the most frequently taken courses: English 100, Political Science 210, English 165, Psychology 100, Communication Studies 110, and Math 200. The updated CCN will have new numbering prefixes that are four digits. A templated Course will have a “C” for “Common” as the first letter. For local courses with no template, there is no “C.” These first six classes do not need to be renewed through COCI, but through the local Curriculum Committees. They do not need to be rearticulated. Jeremy is meeting with faculty beginning this Thursday so that these courses can go through tech review, and then be reviewed and approved by the Committee in November. Details related to these items can be found on the [California Community College’s Common Course Numbering webpage](#). The Chancellor’s Office is hoping to have Phase 2’s 20-25 more course templates ready this Fall for Spring review in local Curriculum Committees for Fall 2026 implementation, and then 50 more next Spring.

Jeremy showed the Committee what the Phase 1 CCN template looks like. Part 1 of the template has to be identical on our course outlines. Part 2 can be tailored to our local college, students, discipline expertise, pedagogy, etc. The required items will be auto-populated into Curricunet. Local faculty can add content, but not so much that it is very different from other schools. The Course Outline is the minimum expectation; it’s not that you can’t do more in your own class. Outcomes can be assessed; objectives cannot be assessed.

The ACCC Summer 2024 working group members were selected by each College’s Academic Senate. Every Community College discipline expert was placed into breakout rooms, and they created the courses by including the bare minimum content to meet Cal-GETC, UCTA and CID standards. The template made its way down to 15 faculty from each discipline, who then came up with these templates. Malathi asked that given that these course outlines templates are approved as is, and faculty can teach more than what is written in the template, is it worth the time and possible articulation rejection to add items to Part 2 sections? Jeremy said that only the first 6 courses of Phase 1 have been guaranteed UC

and CSU articulation; the templates in Phase 2 have not been guaranteed. The Chancellor's Office is hoping that the rest of Phase 2 templates will be signed off as well.

- **Area 2: Quantitative Reasoning and Analytical Thinking Discussion**

Jeremy shared a PPT on the Area 2 Proposal for CSM Math Competency Requirement and asked Committee members to bring it to their Division for feedback, and the Curriculum Committee will vote on its approval next meeting.

The Curriculum Committee agreed to keep Area 2's current area name as is. Jeremy shared a new list of competency classes. The first list shows entry-level math classes for students without prerequisites, and each option allows students to move forward on different academic tracks. The second list of options are math-based courses in other areas such as Business, Computer Science, and Psychology.

- **Identifying new Curriculum Chair**

Jeremy is in his second year of a two-year term, and he is looking for members interested in becoming Chair next year. They would shadow him this year and receive some reassign time for that. Jeremy reviewed the requirements and job duties for the Chair position. Tamara asked if adjuncts are allowed to apply for this, and that is an ongoing discussion. Jeremy thinks that the future project the new Chair would be focused on is the Equity Rubric.

- **AB928 Memo**

Arielle gave an update on the District-wide work with AB928. The Curriculum Specialists, Articulation Officer, and the District are working together to figure out backend items to make sure Cal-GETC is the least amount of labor-intensive work as possible. Arielle is working on curriculum cleanup between Curricunet and Assist. Arielle is meeting with the Curriculum Specialists regarding automation, and in the next couple of weeks, Curricunet should be live with Cal-GETC attributes, except for Oral Communication courses. This is the same process expected for Banner after Assist gets some updates, so that the lists are current for comparison. Arielle will troubleshoot Curricunet updates/changes as it moves from development to production.

The general timelines for Cal-GETC updates follows UC IGETC submission process. Marsha is on top of that, and if you have things that need to get submitted for the GE pattern, then she is your expert still, and the general timeline for that hasn't changed. They are expecting to get all the finalized Cal-GETC information back by May for anything that needs to go through an additional manual review. But otherwise, all of the classes, except for Oral Comm, that are already approved for IGETC, are just getting grandfathered over.

Students with catalog rights, it all stays the same. Historical records will still be maintained. We're going to go through a teach-out for IGETC and CSU GE, in the same way that we do for deactivated programs. Students will have a certain amount of time to finish out that program of studies, and that GE pattern, once that's over, then all of the students will have to select a Cal-GETC pattern. They are still getting the nuanced details on the teach-out, but it is something that we do with deactivated programs, and Arielle is working with folks to figure out how to get some clear catalog language in place so that it's better communicated.

New courses this Fall will be funneled through Cal-GETC. If it's approved for Cal-GETC, it can be used in reverse for IGETC.

Meeting adjourned at 3:33 p.m.