



CURRICULUM COMMITTEE
Minutes
Thursday, November 16, 2023
1-2:30pm, Zoom/9-154

Members Present: Lisa Palmer, Gloria Darafshi, Danny Lynch, Gonzalo Arrizon, Bob Lee, Ana Miladinova, Nick Carr, Maureen Wiley, Chialin Hsieh, Martin Partlan, Adriana Lugo, Frank Nguyen Le, Maria Lara, David Monarres, Kristina Brower, Oscar Arreola Buendia, Leonor Cabrera

Members Absent: none

Guests: Ken Delmar, Daniel Elkan, Elsa Torres, Ameer Thompson, Madeline Wiest, Karen Engel, Susan Mahoney, Ami Smith

1) Adoption of Agenda

Motion – to approve the agenda: M/S: David Monarres, Maureen Wiley

Discussion— none

Abstentions – none

Approval – approved

Consent Agenda

2) Approval of Minutes – October 5, 2023 and October 19, 2023

3) Curriculum Items:

Humanities & Social Sciences

- **Smith, Ami**
 - **PSYC 100 - General Psychology (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
 - **PSYC 106 - Psychology of Prejudice and Discrimination (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
 - **PSYC 300 - Social Psychology (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
 - **PSYC 340 - Introduction to Human Sexuality (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Method of Evaluation Revision, Textbooks Revision

- **PSYC 410 - Abnormal Psychology (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision

Science & Technology

- **Mahoney, Susan**
 - **ENVS 101 - Environmental Science Laboratory (1.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Lab Content Revision, Textbooks Revision
 - **ENVS 115 - Environmental Science (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
 - **GEOL 100 - Introduction to Geology (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Method of Evaluation Revision, Representative Assignments Revision, Textbooks Revision
 - **GEOL 101 - Geology Laboratory (1.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Lab Content Revision, Method of Evaluation Revision, Representative Assignments Revision, Representative Instructional Methods Revision, Textbooks Revision
 - **GEOL 121 - Earth Science (4.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Addition, Mode of Delivery Revision, Textbooks Revision
 - **METE 100 - Meteorology - Weather and Climate (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
- **Partlan, Martin**
 - **PHYS 405 - Applied Radiographic Physics (3.00)** (Modified Course Proposal) Proposed Changes: Distance Education Revision, Textbooks Revision

Motion – to approve the consent agenda: M/S: Maureen Wiley, Frank Nguyen Le

Discussion— none

Abstentions – Leonor Cabrera (appointed member of Curriculum Committee by Academic Senate on 11/9/23)

Approval – approved

<i>Substantive Agenda</i>

4) Curriculum items –

Business, Design & Workforce

- **Torres, Elsa**
 - **INTD 148 - Color and Design (3.00)** (Modified Course Proposal)
Proposed Changes: Prerequisite Revision

Elsa Torres presented on behalf of this item. She shared that the department is proposing to remove the prerequisite course of INTD 115. The prerequisite is not

necessary for students to succeed in the INTD 148 course per data that the department has assessed regarding student success.

Motion – to approve the modification to INTD 148: M/S: Leonor Cabrera, Bob Lee

Discussion— none

Abstentions – none

Approval – approved unanimously

Humanities & Social Sciences

- **Elkan, Daniel**
 - **ETHN 130 - Introduction to Latinx Studies (3.00)** (New Course)

Daniel Elkan presented on behalf of this item. Daniel shared that ETHN 130 is a new course based on an existing course at Skyline College with some modifications given that Skyline did not receive area F approval for CSU Ethnic Studies area. Daniel therefore updated SLOs and added additional information to the content outline of the course.

Motion – to approve the new course ETHN 130: M/S: Bob Lee, David Monarres

Discussion— Gloria Darafshi thanked Daniel for his work on this course noting that the last time ETHN courses came through Curriculum, area F was lacking which was noted, and it was wonderful that Daniel took the time to address the missing needs. Gloria shared that this can be approved this December for CSU GE and if approved, will be available for the GE area for fall of 2024. The course cannot be submitted this December for UC because it first must be approved for UC transfer. Gloria is hopeful that this will be available for UC transfer by fall of 2025.

Abstentions – none

Approval – approved unanimously

- **AA Degree Program Ethnic Studies** (Program Modification)

Daniel Elkan presented on behalf of this item. He noted that the revision for this program is adding the ETHN 130 course to the major electives.

Motion – to approve the program modification to AA Degree Program Ethnic Studies: M/S: Bob Lee, Frank Nguyen Le

Discussion— Gloria shared that currently, there is no Ethnic Studies degree for transfer, but it is in process. Right now, this is why this is a local degree only.

Abstentions – none

Approval – approved unanimously

Kinesiology, Athletics & Dance

- **Miladinova, Ana**
 - **DANC 157.1 - Afro Cuban Dance Fusion I (0.50)** (New Course)
 - **DANC 157.2 - Afro Cuban Dance Fusion II (0.50)** (New Course)

- **DANC 157.3 - Afro Cuban Dance Fusion III (0.50)** (New Course)
- **DANC 157.4 - Afro Cuban Dance Fusion IV (0.50)** (New Course)

Ana Miladinova and Ken Delmar presented on behalf of the above items. They shared that Afro Cuban Dance is a new course with four levels, and during a department meeting, this course was discussed as an offering that could be appealing to the students within the campus community to increase course variety. The campus connected with Skyline who has a similar course on their campus. Ken shared the history of the development of this course and the influential elements present in the curriculum.

Motion – to approve the new courses DANC 157.1, DANC 157.2, DANC 157.3 and DANC 157.4: M/S: Oscar Arreola Buendia, Adriana Lugo

Discussion— none

Abstentions – none

Approval – approved unanimously

- **DANC 140.1 - Ballet I (0.50)** (Modified Course Proposal)
Proposed Changes: Units Revision
- **DANC 140.2 - Ballet II (0.50)** (Modified Course Proposal)
Proposed Changes: Units Revision
- **DANC 140.3 - Ballet III (0.50)** (Modified Course Proposal)
Proposed Changes: Units Revision
- **DANC 140.4 - Ballet IV (0.50)** (Modified Course Proposal)
Proposed Changes: Units Revision

Ana Miladinova presented on behalf of the above items. She shared that the modifications include establishing an option for students to take the course as .5 of a unit. The department realized that students like to have options as students have different amounts of time to dedicate to taking courses. CSM also has a course pattern similar to this. Additionally, a textbook revision occurred for this course.

Motion – to approve the new courses DANC 140.1, DANC 140.2, DANC 140.3 and DANC 140.4: M/S: Maureen Wiley, Gonzalo Arrizon

Discussion— Gloria discussed how this could fit within the PE competency for the local degree well, as the requirement is 2 classes as opposed to 2 units.

Abstentions – none

Approval – approved unanimously

- **DANC 161.1 - Tango Argentino I (0.50)** (Modified Course Proposal)
Proposed Changes: Units Revision
- **DANC 161.2 - Tango Argentino II (0.50)** (Modified Course Proposal)
Proposed Changes: Units Revision

- **DANC 161.3 - Tango Argentino III (0.50)** (Modified Course Proposal)
Proposed Changes: Units Revision
- **DANC 161.4 - Tango Argentino IV (0.50)** (Modified Course Proposal)
Proposed Changes: Units Revision

Ana Miladinova presented on behalf of the above items. She shared that the modifications include establishing an option for students to take the course as .5 of a unit, similar to the Ballet courses above.

Motion – to approve the new courses DANC 161.1, DANC 161.2, DANC 161.3 and DANC 161.4: M/S: Maureen Wiley, Frank Nguyen Le

Discussion— none

Abstentions – none

Approval – approved unanimously

- **AA Degree Program Dance** (Program Modification)

Ana Miladinova presented on behalf of the above item. She noted that because the courses have been modified in unit value options and courses have been added as noted above, the degree must be modified.

Motion – to approve the program modification to AA Degree Program Dance: M/S: Maureen Wiley, Leonor Cabrera

Discussion— none

Abstentions – none

Approval – approved unanimously

- **AA Degree Program Kinesiology** (Program Modification)

Ana Miladinova presented on behalf of the above item. She noted that because the courses have been modified and courses have been added as noted above, the degree must be modified.

Motion – to approve the modification to AA Degree Program Kinesiology: M/S: Leonor Cabrera, Frank Nguyen Le

Discussion— The group discussed that the AD-T will be approved at the next meeting, noting that courses must be approved first.

Abstentions – none

Approval – approved unanimously

Science & Technology

- **Mahoney, Susan**
 - **ENVS 120 - Global Climate Change (3.00)** (New Course)

Susan Mahoney presented on behalf of the above item. She shared that the department has been wanting to add a course on climate change for some time, and now that the campus is revising the AS degree, it seemed appropriate to add at this time. Many UCs, CSUs, and community colleges have courses on climate change, and

the department thought it would be wise to add a course for the degree but also to promote environmental literacy and understanding of this important issue for students.

Motion – to approve the new course ENVS 120: M/S: Leonor Cabrera, Maureen Wiley

Discussion— Leonor Cabrera asked if this qualifies for one of the UC or CSU areas. Susan confirmed that for UCs, that will be sometime next year, but for the CSU process, this will be submitted this fall for a physical science GE and possibly a life science GE.

Abstentions – none

Approval – approved unanimously

- **GEOG 100 - Physical Geography (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Degree Applicability, Representative Instructional Methods Revision, Textbooks Revision
- **GEOG 101 - Physical Geography Lab (1.00)** (Modified Course Proposal) Proposed Changes: Distance Education Revision, Degree Applicability, Textbooks Revision
- **GEOG 110 - Cultural Geography (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Degree Applicability, Textbooks Revision
- **GEOG 150 - World Regional Geography (3.00)** (Modified Course Proposal) Proposed Changes: Distance Education Revision, Degree Applicability, Recommended Preparation Revision, Textbooks Revision
- **AS Degree Program Environmental Science** (Program Modification)

Susan Mahoney presented on behalf of the above items. She shared that the above four courses relate to the degree revision and are added as selectives for the AS Degree. Susan shared that it took over 2 years for the state to develop the transfer model curriculum for the Environmental Science AS-T Degree. Susan in the meantime developed our campus local degree, incorporating aspects that she felt would be included within the AS-T degree ultimately. For years the campus has had two degrees that are very similar, which does not serve our students. Thus, Susan has revised the local AS Degree with our most common local transfer schools in mind: SFSU, Cal State East Bay, and San Jose State. While the AS-T is great, it is very hard science heavy which scares students away from Environmental Sciences. Transfer students do not need this level of science to be successful in environmental careers, which is why she took the approach she did related to our local degree, ensuring more flexibility for students to attend our local target schools.

Motion – to approve the modification to GEOG 100, GEOG 101, GEOG 110, GEOG 150: M/S: David Monarres, Oscar Arreola Buendia

Discussion— none

Abstentions – none

Approval – approved unanimously

Motion – to approve the program modification to AS Degree Program Environmental Science:
M/S: David Monarres, Gonzalo Arrizon

Discussion— The group discussed the career options in the current climate for students in the environmental studies field.

Abstentions – none

Approval – approved unanimously

5) **Information/Discussion/Reports**

○ **Articulation Officer’s Report**

Articulation Report: Nov. 16, 2023

CSUGE and IGETC Submissions for December, 2023

CSUGE

BIOL 133	Emerging Infectious Diseases	GE Area B2 Life Science
ETHN 130	Introduction to Latinx Studies	GE Area F Ethnic Studies & Area D Social Science
ENVS 120	Global Climate Change	GE Area B1 Physical Science & B2 Life Science
DANC 157.1	Afro Cuban Dance Fusion I (.5 or 1.0 units)	GE Area E2 Lifelong Learning/Self-Dev.
DANC 157.2	Afro Cuban Dance Fusion II (.5 or 1.0)	GE Area E2 Lifelong Learning/Self-Dev.
DANC 157.3	Afro Cuban Dance Fusion III (.5 or 1.0)	GE Area E2 Lifelong Learning/Self-Dev.
DANC 157.4	Afro Cuban Dance Fusion IV (.5 or 1.0)	GE Area E2 Lifelong Learning/Self-Dev.
*DANC 140.1	- Ballet I (.5 or 1.0)	GE Area E2 Lifelong Learning/Self-Dev.
*DANC 140.2	- Ballet II (.5 or 1.0)	GE Area E2 Lifelong Learning/Self-Dev.
*DANC 140.3	- Ballet III (.5 or 1.0)	GE Area E2 Lifelong Learning/Self-Dev.
*DANC 140.4	- Ballet IV (.5 or 1.0)	GE Area E2 Lifelong Learning/Self-Dev.
*DANC 161.1	- Tango Argentino I (.5 or 1.0)	GE Area E2 Lifelong Learning/Self-Dev.
*DANC 161.2	- Tango Argentino II (.5 or 1.0)	GE Area E2 Lifelong Learning/Self-Dev.
*DANC 161.3	- Tango Argentino III (.5 or 1.0)	GE Area E2 Lifelong Learning/Self-Dev.
*DANC 161.4	- Tango Argentino IV (.5 or 1.0)	GE Area E2 Lifelong Learning/Self-Dev.
* unit revision requiring re-submission		

IGETC

BIOL 133	Emerging Infectious Diseases	GE Area 5B Biological Sciences
ANTH 126*	Biological Anthropology Lab	GE Area 5C Science Lab
ASTR 101*	Astronomy Lab	GE Area 5C Science Lab
MATH 241*	Business Calculus I	GE Area 2 Mathematical Concepts
*Courses were re-submitted for UC transfer and IGETC approval due to prerequisite change (change in math language)		

○ **Office of Instruction Report**

▪ **Curriculum Specialist’s Report**

2023-2024 2 year and 5 year cycle updates-



2023-2024 CURRICULUM REVIEW MATRIX ••• BY SUBJECT

Updated: 04/28/2022

*All 635 courses to be submitted by the Office of Instruction on behalf of the

CTE / NON CT	Discipline	To Be Reviewed	Completed	In The Queue	UNSUBMITTED
CTE	INTD	1			1
	MEDA	1			1
	COOP	1			1
	DANC	1			1
	FASH	37			37
	HMSV	4			4
	LEGL	15		9	6
	ECE.	26			26
	MART	41			41
	PALT	9			9
CTE Total		136		9	127
NON-CTE	ECE.	1			1
	CHEM/PHYS	1			1
	CHEM	6			6
	DRAM	12			12
	EDUC	4			4
	ENVS	2		2	0
	GEOG	4		4	0
	GEOL	3		3	0
	KINE	6			6
	LIBR	1			1
	METE	1		1	0
	PHIL	9			9
PHYS/CHEM	1			1	
PHYS	6	5		1	
NON-CTE Total		57	5	10	42
Grand Total		193	5	19	169

▪ Vice President of Instruction’s Report-

Chialin shared the following information with the committee regarding accreditation:

Here are the next steps for College of San Mateo, Cañada College, and Skyline College. Note that all three colleges will be writing to the [2024 Accreditation Standards](#) (the new standards).

- We need to schedule the ISER Workshops for each of the colleges to take place early in spring 2024.
- Each college’s ISER will be due to the Commission on December 15, 2025.
- Each college will have a Peer Review Team that will review the ISER and provide Core Inquiries to the college usually in March of 2026.
- Each college will have a Focused Site Visit in fall 2026.

Additionally, Chialin shared the standards in which Curriculum Committee will be playing a role:

Standard 2: Student Success

In alignment with its mission, the institution delivers high-quality academic and learning support programs that engage and support students through their unique educational journeys. Academic and learning support programs promote equitable student success, and the institution evaluates student learning and achievement data to inform improvements and advance equitable outcomes.

- 2.1. Academic programs at all locations and in all modes of delivery are offered in fields of study consistent with the institution's mission and reflect appropriate breadth, depth, and expected learning outcomes.
- 2.2. The institution, relying on faculty and other appropriate stakeholders, designs and delivers academic programs that reflect relevant discipline and industry standards and support equitable attainment of learning outcomes and achievement of educational goals.
- 2.3. All degree programs include a general education framework to ensure the development of broad knowledge, skills, and competencies related to communication, quantitative reasoning, critical thinking, information literacy, civic responsibility, and the ability to engage with diverse perspectives.
- 2.4. The institution communicates clear, accurate, and accessible information regarding programs, services, and resources that foster success in students' unique educational journeys.

- **Distance Education (DE) Coordinator-** none
- **Division Reports-** none
- **Chair's Report-**

Lisa Palmer shared that this morning there was an AB928/AB1111 district taskforce meeting discussing the various complexities surrounding these changes. There will more information forthcoming regarding meeting deadlines established by the state.

Additionally, Lisa shared how to complete and upload the COCI template for new and revised programs, which will be due when a program comes up for renewal. COCI is a state database of courses and programs, and locally, the campus has done a great job updating them and following our review schedule, but this information needs to go to the state database. This piece is sometimes not occurring as it should, which is why this process needs to be addressed.

Frank and Lisa shared the location of the template with the committee. Previously, this process was the dean's role. The new process involves faculty completing the form, and attaching the file to CurricUNET, sending it to their dean and Frank. Only deans have access to the COCI database, so they must ultimately be uploading the forms to COCI.

Leonor highlighted the experience in her division, noting that there are steps in between. The dean will need to check on the status of the form as the reviewers may not send the form back, and revisions may need to be made multiple times. In the new process, the dean will have to pull the form, return it to the faculty, await the changes, and then reupload, which is why historically, this has been a dean only responsibility. Lisa agreed that this could be problematic, but suggested that the campus attempt this new pilot process and reassess if need be. Ana suggested having a meeting with all deans to ensure they are following the correct process with the changes that are being raised at this meeting. The group discussed that this could eventually be an embedded component within CurricUNET, and this will be something discussed at District Curriculum Committee.

6. Adjournment

Motion – to adjourn the meeting: M/S: David Monarres, Frank Nguyen Le

Discussion— none

Abstentions – none

Approval – approved unanimously

Meeting adjourned at 2:08pm