



Cañada College
CURRICULUM COMMITTEE
Minutes
Friday, April 23, 2021
9:30 a.m. – 11:30 a.m., Zoom

Members Present: Lisa Palmer, Sumathi Shankar, Chris Burns, Danielle Pelletier, Maureen Wiley, Nick Carr, Soraya Sohrabi, José F. Peña, David Monarres, Ana Miladinova, Leonor Cabrera, Maria Lara-Blanco, Tammy Robinson

Members Absent: James Aganon, Bernadette Newland, Gloria Darafshi

Guests: Patty Hall, Gampi Shankar, Julian Branch, John Perez, Madeline Wiest

1) Adoption of Consent Agenda

Motion – To adopt revised consent agenda, with BUS 180 and BUS 230 moved to consent agenda: M/S: Maureen Wiley, Chris Burns

Discussion – Maureen mentioned that she would like the committee to follow up on the plan for the anti-racist task force that was discussed at a previous meeting. Lisa confirmed that the committee would discuss this as an agenda item for today.

Abstentions – none

Approval – approved unanimously

Consent Agenda

1) Approval of Meeting Minutes – April 9, 2021

2) Approval of Curriculum items –

Business, Design & Workforce

- **Shankar, Gampi**
 - **BUS. 113 - Personal Finance (3.00)** Modified Course Proposal)
Proposed Changes: Other (list change(s) below): No changes required
 - **BUS. 125 - International Business (3.00)** Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
 - **BUS. 150 - Entrepreneurship: Small Business Management (3.00)** Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Lecture Content Revision, Representative Assignments Revision, Schedule Description Revision, Textbooks Revision

- **BUS. 180 - Marketing (3.00) Modified Course Proposal** Proposed Changes: Catalog Description Revision, Distance Education Revision, Lecture Content Revision, Schedule Description Revision, Textbooks Revision
- **BUS. 201 - Business Law (3.00) Modified Course Proposal** Proposed Changes: Catalog Description Revision, Distance Education Revision, Schedule Description Revision, Textbooks Revision
- **BUS. 230 - International Marketing (3.00) Modified Course Proposal** Proposed Changes: Distance Education Revision, Textbooks Revision
- **BUS. 401 - Business Communications (3.00) Modified Course Proposal** Proposed Changes: Content Review Revision, Distance Education Revision, Lecture Content Revision, Textbooks Revision

Counseling

- **Haick, Robert**
 - **CRER 401 - College Success (1.00) Modified Course Proposal** Proposed Changes: Catalog Description Revision, Distance Education Revision, Lecture Content Revision, Textbooks Revision
- **Sohrabi, Soraya**
 - **CRER 110 - Honors Colloquium in Career and Personal Development: Transfer Essentials and Planning (1.00) Modified Course Proposal** Proposed Changes: Catalog Description Revision, Distance Education Revision, Lecture Content Revision, Schedule Description Revision, Textbooks Revision
 - **CRER 300 - Introduction to Scholarships (1.50) Modified Course Proposal** Proposed Changes: Catalog Description Revision, Distance Education Revision, Lecture Content Revision, Method of Evaluation Revision, Representative Assignments Revision, Schedule Description Revision, Textbooks Revision

Humanities & Social Sciences

- **Erickson, Denise**
 - **ART 105 - Art of Asia and the Near East (3.00) Modified Course Proposal** Proposed Changes: Textbooks Revision
 - **ART 113 - Great Museums of America (3.00) Modified Course Proposal** Proposed Changes: Textbooks Revision
 - **ART 114 - The Art History of Paris (3.00) Modified Course Proposal** Proposed Changes: Textbooks Revision
 - **ART 116 - The Art of Great Britain (3.00) Modified Course Proposal** Proposed Changes: Textbooks Revision
 - **ART 118 - The Art and Architecture of Spain (3.00) Modified Course Proposal** Proposed Changes: Textbooks Revision
 - **ART 128 - Great Museums of California (3.00) Modified Course Proposal** Proposed Changes: Textbooks Revision

- **ART 131 - Art History Goes to the Movies (3.00)** Modified Course Proposal)
Proposed Changes: Textbooks Revision
- **ART 250 - The Art History of Rome (3.00)** Modified Course Proposal)
Proposed Changes: Textbooks Revision
- **Field, Alison**
 - **SOSC 650 - Study Abroad Life and Culture, a Social Sciences Perspective (3.00)** Modified Course Proposal)
Proposed Changes: Lecture Content Revision, Textbooks Revision
- **Maher, Doniella**
 - **HUM. 650 - Study Abroad Life and Culture, A Humanities Perspective (3.00)** Modified Course Proposal)
Proposed Changes: Textbooks Revision

Science & Technology

- **Inman, Lezlee**
 - **RADT 418 - Clinical Education I (4.50)** Modified Course Proposal)
Proposed Changes: Content Review Revision, Method of Evaluation Revision, Objectives Revision, Student Learning Outcomes Revision, Textbooks Revision
 - **RADT 428 - Clinical Education II (6.50)** Modified Course Proposal)
Proposed Changes: Content Review Revision, Lab Content Revision, Method of Evaluation Revision, Objectives Revision, Textbooks Revision
 - **RADT 438 - Clinical Education III (4.50)** Modified Course Proposal)
Proposed Changes: Content Review Revision, Method of Evaluation Revision, Objectives Revision, Textbooks Revision
 - **RADT 448 - Clinical Education IV (9.50)** Modified Course Proposal)
Proposed Changes: Content Review Revision, Lab Content Revision, Method of Evaluation Revision, Objectives Revision, Textbooks Revision
 - **RADT 458 - Clinical Education V (9.00)** Modified Course Proposal)
Proposed Changes: Content Review Revision, Lab Content Revision, Method of Evaluation Revision, Objectives Revision, Representative Assignments Revision, Textbooks Revision
 - **RADT 468 - Clinical Education VI (4.50)** Modified Course Proposal)
Proposed Changes: Content Review Revision, Lab Content Revision, Method of Evaluation Revision, Objectives Revision, Student Learning Outcomes Revision, Textbooks Revision

Motion – To approve consent agenda: M/S: Maureen Wiley, Chris Burns

Discussion—none

Abstentions – none

Approval – approved unanimously

1) Adoption of Substantive Agenda

Motion – To adopt substantive agenda: M/S: Maureen Wiley, Chris Burns

Discussion—none

Abstentions – none

Approval – approved unanimously

2) Curriculum items:

Business, Design & Workforce

- **Cabrera, Leonor**
 - **ACTG 181 - Taxation of Individuals Using Tax Software (4.00)** (Course Banking)
 - **AS Degree Program Accounting** (Program Modification)
 - **Certificate of Achievement Accounting** (Program Modification)

Leonor Cabrera presented on behalf of the above items. Leonor shared that ACTG 181 is a course that was only taught once a few years ago. It is being banked as it may come up in the future, possibly with a partnership with SparkPoint. This change impacted the AS Degree Program Accounting and Certificate of Achievement Accounting. Leonor noted that on the AS Degree Program for Accounting, under career opportunities, certificate information was listed as opposed to degree information, and the change was made to accurately reflect the correct information.

Motion – To approve course banking of ACTG 181 and modifications to related programs including AS Degree Program Accounting and Certificate of Achievement Accounting: M/S: José F. Peña, Danielle Pelletier

Discussion—none

Abstentions – none

Approval – approved unanimously

- **Hall, Patricia**
 - **ECE. 201 - Child Development (3.00)** Modified Course Proposal)
Proposed Changes: Distance Education Revision, Honors Addition, Lecture Content Revision

Patty Hall presented on behalf of this item. Patty shared that she is proposing to add the honors addendum, as honors contracts have been offered for years. Patty shared that Susan Mahoney had mentioned that because of the pandemic, fewer honors dedicated sections were offered, and this will expand that offering for students.

Motion – To approve modifications to ECE 201: M/S: Leonor Cabrera, Maureen Wiley

Discussion—none

Abstentions – none

Approval – approved unanimously

Kinesiology, Athletics & Dance

- **Carr, Nicholas**
 - **AQUA 127.3 - Swim Stroke Development III (1.00)** New Course)
 - **AQUA 127.4 - Swim Stroke Development IV (1.00)** New Course)
 - **AA Degree Program Kinesiology** (Program Modification)

Nick Carr presented on the above items. Nick shared that AQUA 127.3 and 127.4 are being added for repeatability. Nick shared that an aquatics expert is not present in the division yet, but these courses are necessary in order to hire an adjunct and later hopefully a full time professor focusing on aquatics and the new facility offerings. Nick also added that these courses will help the division become more well rounded. Nick shared that these courses are cloned from another college, and most changes made were technical to fit into our campus processes and to match our campus and KAD goals in SLOs. Once an expert is hired, the courses will be revisited and appropriate changes with them overseeing the program will be made. Nick added that additional aquatics courses will be presented at future meetings. A current faculty member who meets qualifications has volunteered to teach these courses until the hiring of a new faculty member takes place. Lisa asked if that faculty member has minimum qualifications in this field. Nick confirmed this to be the case clarifying that minimum qualifications are often a water safety course in addition to a master's in the course of study. Nick added that the dean will be responsible for making the appropriate hires as soon as possible so that an expert can be brought on board. Nick added that a lifeguard would need to be present on site during aquatics courses as well. Nick and José also added that the two courses were added to the AA Degree Program Kinesiology.

Motion – To approve new courses AQUA 127.3 and AQUA 127.4 and program modification to AA Degree Program Kinesiology: M/S: Danielle Pelletier, Soraya Sohrabi

Discussion—none

Abstentions – none

Approval – approved unanimously

- **Miladinova, Ana**
 - **DANC 115.1 - Mexican Folkloric Dance I (1.00)** Modified Course Proposal)
Proposed Changes: Distance Education Addition, Textbooks Revision
 - **DANC 115.2 - Mexican Folkloric Dance II (1.00)** Modified Course Proposal)
Proposed Changes: Content Review Revision, Distance Education Addition, Textbooks Revision
 - **DANC 115.3 - Mexican Folkloric Dance III (1.00)** Modified Course Proposal)
Proposed Changes: Content Review Revision, Distance Education Addition, Textbooks Revision
 - **DANC 115.4 - Mexican Folkloric Dance IV (1.00)** Modified Course Proposal)
Proposed Changes: Content Review Revision, Distance Education Addition, Textbooks Revision

- **DANC 117.1 - Tap Dance I (1.00)** Modified Course Proposal)
Proposed Changes: Distance Education Addition, Textbooks Revision
- **DANC 117.2 - Tap Dance II (1.00)** Modified Course Proposal)
Proposed Changes: Content Review Revision, Distance Education Addition, Textbooks Revision
- **DANC 117.3 - Tap Dance III (1.00)** Modified Course Proposal)
Proposed Changes: Content Review Revision, Distance Education Addition, Textbooks Revision
- **DANC 117.4 - Tap Dance IV (1.00)** Modified Course Proposal)
Proposed Changes: Content Review Revision, Distance Education Addition, Textbooks Revision
- **DANC 125.2 - Salsa II (1.00)** Modified Course Proposal)
Proposed Changes: Distance Education Addition
- **DANC 125.3 - Salsa III (1.00)** Modified Course Proposal)
Proposed Changes: Content Review Revision, Distance Education Addition
- **DANC 125.4 - Salsa IV (1.00)** Modified Course Proposal)
Proposed Changes: Content Review Revision, Distance Education Addition
- **DANC 151.1 - Social Dance I (1.00)** Modified Course Proposal)
Proposed Changes: Distance Education Addition
- **DANC 151.2 - Social Dance II (1.00)** Modified Course Proposal)
Proposed Changes: Content Review Revision, Distance Education Addition
- **DANC 151.3 - Social Dance III (1.00)** Modified Course Proposal)
Proposed Changes: Content Review Revision, Distance Education Addition
- **DANC 151.4 - Social Dance IV (1.00)** Modified Course Proposal)
Proposed Changes: Content Review Revision, Distance Education Addition
- **DANC 161.1 - Tango Argentino I (1.00)** Modified Course Proposal)
Proposed Changes: Distance Education Addition
- **DANC 161.2 - Tango Argentino II (1.00)** Modified Course Proposal)
Proposed Changes: Content Review Revision, Distance Education Addition
- **DANC 161.3 - Tango Argentino III (1.00)** Modified Course Proposal)
Proposed Changes: Content Review Revision, Distance Education Addition
- **DANC 161.4 - Tango Argentino IV (1.00)** Modified Course Proposal)
Proposed Changes: Content Review Revision, Distance Education Addition
- **DANC 391 - Dance Composition - Theory and Choreography (3.00)** Modified Course Proposal)
Proposed Changes: Distance Education Addition

Ana Miladinova presented on the above courses. Ana added that most of the course modifications included adding the DE addendum. Ana shared that there was a discussion that all courses need to have a DE addendum in order to teach the courses

online if an online mode is required, similar to what happened during the pandemic. This would allow for course protection and allow students to continue to obtain credit from the courses. The courses will be taught in the new building, but the DE addendum has been added just in case.

Motion – To approve modifications to all of the above DANC course offerings: M/S: Leonor Cabrera, Maureen Wiley

Discussion—none

Abstentions – none

Approval – approved unanimously

Curriculum Committee

- **Robinson, Tammy**

- discussion of the applications for curriculum chair followed by vote

Lisa informed the committee that Tammy would lead a discussion and vote for the Curriculum Chair for the next two years. Lisa reminded those who are not voting members of the committee to please leave the room and remain in the waiting room to be let back in after the committee has deliberated and voted. Non-voting members left the meeting. Lisa Palmer, as an applicant for the position, also left the meeting. The committee discussed the one application received.

Motion – To approve Lisa Palmer as Curriculum Chair for the next cycle: M/S: Danielle Pelletier, Ana Miladinova

Discussion—none

Abstentions – none

Approval – approved unanimously

The committee welcomed back the non-voting members and Lisa Palmer to the meeting, informing them of the decision and congratulating Lisa on her elected role.

- **Peña, José F.**

- changes to the major requirements of both Certificates of Achievement and Associate Degrees (AA/AS)

José Peña presented on behalf of this item. José presented the following information:

Changes to the major requirements of both Certificates of Achievement and Associate Degrees:

Pursuant to Executive Order 2020-02 students are able to exercise the Pass/No Pass grading option for all courses as of April 15, 2020 while in the period of emergency as proclaimed by the governor. As a result, the **major requirements for both Certificates of Achievement and Associate in Arts (AA)/Associate in Science (AS) Degrees** must be modified retroactive to the 19-20 catalog by removing the sentences highlighted in red as shown below:

The archived copy of the catalog will be modified to reflect these changes and the following statement will be added to the catalog section that tracks catalog updates, corrections and curriculum Amendments:

4/23/21 Modified the AA/AS degree and certificate major requirements as a result of COVID regulations per Executive Order 2020-02

Certificate of Achievement General Requirements

1. The prescribed courses and units must be completed as identified in the Cañada College Catalog under core and selective courses.
2. Fifty percent of the required courses (identified as core and selectives) must be completed at Cañada College. Equivalent lower division courses completed at other institutions holding district approved accreditation may be submitted on a Request for Substitution petition for consideration to satisfy some certificate requirements. Petitions for this purpose are available in the Admissions and Records Office, Building 9, first floor.
3. All major (core and selectives) classes applied to the certificate must receive a grade of C or better. ~~If the course is evaluated by Pass or No Pass ONLY then a "Pass" evaluation for the course is acceptable. If the course is offered as "grade option" a letter grade of C or better is required.~~ For additional information on the use of Pass/No Pass classes to satisfy certificate requirements, please refer to the Pass/No Pass Grading Option information found in the Grades and Academic Standards section of the catalog. A 2.0 grade point average is required for all degree applicable coursework taken within the San Mateo County Community College District and all incoming degree applicable coursework taken outside the District.
4. Overall grade point average of at least 2.0 in all certificate courses (required core + selectives).
5. Students must be in "good academic standing" to receive a Certificate of Achievement.

Requirements: Associate in Arts (AA)/Associate in Science (AS) Degree

Graduation Requirements

C. Major Requirement

A minimum of 18 units in a discipline or related disciplines as specified by the appropriate division. A grade point average of 2.0 in the major is required. All classes applied to the major (core and selectives) must receive a grade of "C" or better. ~~If the course is evaluated by Pass or No Pass ONLY then a "Pass" evaluation for the course is acceptable. If the course is offered as "grade option" a letter grade of "C" or better is required.~~ For additional information on the use of Pass/No Pass classes to satisfy degree requirements, please refer to the Pass/No Pass Grading Option information found in the Grades and Academic Standards section of the catalog. Either 12 units or fifty percent of the units required for the major, whichever is fewer, must be completed at Cañada College.

Pass/No Pass Grading Option

Each division of the College may have designated letter grade courses in which a student may elect to receive Pass/No Pass (i.e., Pass/Fail). Grade option courses allow students to explore various fields of study and to broaden their knowledge, particularly in fields outside their major, without jeopardizing their grade point average. Both methods of grading require the student to complete all assignments, exams, and/or class projects.

Students who elect the pass/no pass option are required to choose the P/NP option on WebSMART. This decision is irreversible. See college schedule of classes for deadline.

Courses taken on a pass/no pass basis may or may not be applicable toward fulfillment of the major, the certificate or general education requirements. In addition, four-year colleges and universities vary widely in the number of units of "Pass" grades they will accept. Students should consult the catalog of the college to which they plan to transfer to determine what limitations apply.

The use of courses graded "Pass" to satisfy major or certificate requirements must be approved by the Division Dean, in consultation with members of the Division faculty. A maximum of 12 units toward an associate degree or 6 units toward a certificate may be earned.

Each division of the College may also designate courses in which all students are evaluated on a pass/no pass basis only. "Pass" grades earned in these courses are exempt from the 12/6 unit maximum described in the paragraph above.

Executive Order

Pursuant to Executive Order Executive Order 2020-02 students are able to exercise the Pass/No Pass grading option for ALL courses as of April 15, 2020. Because changing to a Pass/No Pass grade may have implications for transfer or other long-term, unforeseeable situations, such as future graduate school applications, and/or licensure requirements, students are strongly encouraged to meet with a counselor before changing a class to Pass/No Pass. Students are able to self-select the Pass/No Pass grading option via WebSMART. Faculty will then be able to see that a student has selected this option when entering the final grades for the course.

Maureen asked if this would be a permanent change, as she could see this potentially being a problem if the change were to be made based on pandemic stipulations and then possibly changed back after this period of time. Maria shared that she is confused as to why a change has to be made in the catalog and if an addendum can be included. Maria shared that in other catalogs, the change is not being made to the catalog. José clarified that the other institutions in the district do not have the wording included. Maria clarified that she meant colleges outside the district. Soraya added that CSU and UCs are accepting credit/no credit for winter, spring, and summer 2020. Starting fall 2020, a grade of major courses is required with a C or better. The general policy regarding credit/no credit has not changed, and the number of units completed for IGETC CSU to complete pass/no pass has not changed. After these three semesters, there is a return to the policy in the education code regarding the grade of C or better as opposed to pass/no pass, but the main policy and education code has not changed. Maria shared that other colleges have a side note as opposed to permanently changing their catalog language. Madeline added that right now, all courses can be taken pass/no pass and this policy for COVID-19 is in conflict with this, which is why the catalog addendum is needed to have a record to alleviate the misalignment. CSM and Skyline do not have the policy, and as students are moving between the three colleges, is posed as a disadvantage for students as the colleges are not aligned. State consultants have informed the college that as we move closer to our baseline package, the policy is going to be more difficult to have in the system and will be something to address in the future. Madeline added that the biggest concerns right now are to address this issue with the addendum for COVID and also to align this with the three colleges so students can have consistency.

Lisa asked why our sister colleges do not see a need for this policy and have not included it. Maria added that the colleges still have many differences, and that her concern is that this change will hurt students in the long term. José added that students have been advised to speak to counselors to ensure the decisions they are making are correct. Maria added that she would be interested to see what other colleges with a degree audit system did, and if they added something to their catalog. Lisa added that it appears it would be useful to have a discussion with the other two campuses regarding why they do not perceive the policy as necessary to reach consensus. José added that there are very few pass/no pass courses, and students have the option of taking a credit/no credit option for grade option courses. José voiced that he believed this needed to be approved to allow students back to summer 2020 to

continue with their educational plan and not harm them, which is a separate issue of considering this for the 2021 catalog which could be revisited at a later time. Maria shared that if the state provided a directive as an emergency policy, it does not clear why the catalog would need to change. Students could take advantage of this if they choose to, but the catalog language would not need to change, and Maria shared that she felt this would be better as a side-note. Madeline shared that having this in the catalog addendum solidifies making the note that the policy has changed for COVID, informing everyone why the degree audit system has been updated to not follow the process for the time being and formalize the process to show that the COVID policy is being followed and degree works has been updated for this timeframe to recognize this, as the statement is in direct conflict with the new policy. Maria clarified that an addendum could be added as opposed to changing the actual catalog. Madeline shared that an addendum could be possible, where a note was made that for the catalogs within this particular timeframe due to this policy, these sentences have been removed. This would highlight that the catalog changed in this time frame and the policy is being followed and that the degree audit system during this time has been updated accordingly.

Lisa clarified that making changes to the catalog could potentially cause problems with students when this only applies to three semesters. Lisa proposed that this be included as an addendum as opposed to actually changing the catalog. Tammy asked if this is being discussed at district Curriculum Committee. Lisa shared that she can bring this as a discussion item at a future meeting. José clarified that he can ask José Garcia to make this change if the committee prefers an addendum as opposed to a catalog change. Tammy and Soraya discussed the importance of a messaging system that ensured students were informed to check in with counselors prior to making course selection decisions. Maria asked Tammy if she could clarify how long beyond the executive order are extensions possible. Tammy shared that she would bring this up at a future CIOs meeting for clarification. José shared that language includes “This executive order shall remain in full force and effect as long as the declaration of the COVID-19 state of emergency is in place, or the expiration of Section 52020, whichever is earlier.”

The committee revised the document to reflect the agreed upon changes as seen here:

Changes to the major requirements of both Certificates of Achievement and Associate Degrees:

*Pursuant to Executive Order 2020-02 students are able to exercise the Pass/No Pass grading option for all courses as of April 15, 2020 while in the period of emergency as proclaimed by the governor. As a result, the **major requirements for both Certificates of Achievement and Associate in Arts (AA)/Associate in Science (AS) Degrees** must be modified **retroactive to the 19-20 and 20-21 catalog.**

Certificate of Achievement General Requirements

1. The prescribed courses and units must be completed as identified in the Cañada College Catalog under core and selective courses.
2. Fifty percent of the required courses (identified as core and selectives) must be completed at Cañada College. Equivalent lower division courses completed at other institutions holding district approved accreditation may be submitted on a Request for Substitution petition for consideration to satisfy some certificate requirements. Petitions for this purpose are available in the Admissions and Records Office, Building 9, first floor.
3. All major (core and selectives) classes applied to the certificate must receive a grade of C or better. **If the course is evaluated by Pass or No Pass ONLY then a "Pass" evaluation for the course is acceptable. If the course is offered as "grade option" a letter grade of C or better is required.* For additional information on the use of Pass/No Pass classes to satisfy certificate requirements, please refer to the Pass/No Pass Grading Option information found in the Grades and Academic Standards section of the catalog. A 2.0 grade point average is required for all degree applicable coursework taken within the San Mateo County Community College District and all incoming degree applicable coursework taken outside the District.
4. Overall grade point average of at least 2.0 in all certificate courses (required core + selectives).
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Requirements: Associate in Arts (AA)/Associate in Science (AS) Degree

Graduation Requirements

C. Major Requirement

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Motion – To approve the above notation: M/S: Maureen Wiley, Danielle Pelletier

Discussion—José suggested the creation of a subcommittee to review this type of change in the future. A subcommittee used to exist for catalog and policy issues and perhaps it is wise to bring it back.

Abstentions – none

Approval – approved unanimously

3) Information/Discussion/Reports/Approval Items

a. Chair's Report

- Report on ethnic studies presentation to the Board of Governors (April 14th, 2021)

Lisa shared that she went to the most recent board meeting, and there was a great presentation shared by faculty members. She encouraged everyone to watch this slide show if possible as it provided much background that Lisa found very helpful.

Cañada College	College of San Mateo	Skyline College
<p>Deleted our pre-existing Ethnic Studies competency requirement for our local degrees effective Fall 2021.</p> <p>In place of a degree competency, added Area F to our local degrees, mirroring the CSU Area F in Ethnic Studies, effective Fall 2021.</p> <p>Submitted seven Ethnic Studies courses (cloned from CSM) for CSU-GE approval.</p>	<p>Revised the E1 section of local GE pattern to include one required course from Ethnic Studies.</p> <p>Courses that meet this requirement are those that have been approved to meet the CSU GE Area F requirement for California community college transfers.</p>	<p>Eliminated Skyline Associate Degree Specific Area Requirement 5 – Ethnic and Cultural Diversity (3 units) and added Skyline Associate Degree General Education Area F – Ethnic Studies (3 units) in favor of keeping Skyline’s GE pattern aligned with CSU GE.</p> <p>Area F will contain only Ethnic Studies (ETHN) courses that are CSU GE-approved.</p>

Cañada notes

- Submitted seven ethnic studies courses (cloned from CSM) for CSU-GE approval:
 - o ETHN 107 Introduction to Native American Studies
 - o ETHN 108 Rethinking Race, Gender & Nation
 - o ETHN 109 Borders & Crossings
 - o ETHN 265 Evolution of Hip-Hop Culture: A Socio-Economic & Political Perspective
 - o ETHN 288 African American Cinema
 - o ETHN 103 Asian American Studies
 - o ETHN 105 African American History & Culture
 - If approved for CSU-GE (April), the effective date will be fall 2021.
 - Ethnic studies courses approved for UC transfer will be submitted for IGETC consideration in December 2021. IGETC approvals will be effective Fall 2022.
- Any course approved for CSU-GE will also be approved for Cañada’s GE in the same GE area. Therefore, approved CSUGE ETHN courses will be added to Cañada’s GE pattern effective fall 2021.
 - Adding the 3-unit ethnic studies course to our local degree increases the unit requirement from 19 to 22. We believe the value of these courses merits that increase.
 - Added an AA degree in ethnic studies. Once approved by the state chancellor’s office, it will be added to the 2021-2022 catalog.

▪ Discussion of how to ensure our work is antiracist

Lisa discussed that there is a need to ensure the work we are doing is anti-racist, and to think of ways to evaluate our committee/process, and make changes as necessary to ensure changes to policies are made. Danielle and Lisa had a conversation, and Lisa proposed that equity and universal design are significant to ensure curriculum is written in a way that everyone can understand. Lisa commended the campus for the work they have done to further ethnic studies and an anti-racist focus. Lisa asked the committee for feedback on their ideas. Tammy shared that she feels a subcommittee would be a wise formation to ensure enough time is dedicated to discuss issues that may not be possible to discuss within the time limits of a typical meeting. Danielle asked if the subcommittee should be discussed further to understand the goals and the formation. Lisa suggested that the subcommittee come together to discuss this issue

in a broader sense and then report back to the committee. Maureen suggested that including student expectations in course descriptions could be useful for students to assist in planning to avoid over commitment and students being overwhelmed by presenting a realistic idea of what to expect in their courses. Maria added that being mindful of what tools we have in place to assist students will be crucial, so as not to deter students from further engaging in courses, and to highlight that resources to assist students throughout the process in order to be successful are possible and available.

b. Articulation Officer's Report

Gloria is still checking every day for CSU/UC decisions on our GE submissions (including our Ethnic Studies courses). Except for our PE courses, all courses are still under review. This is the same for all community colleges. For now, no new articulation news to report.

c. Office of Instruction Report

▪ **Vice President of Instruction (VPI)**

Tammy congratulated Maureen Wiley and Sumathi Shankar on receiving tenure. Tammy also added that she will be meeting with the CIOs and she is aware that many of programs that have submitted their Ethnic Studies have been rejected at the CSU level. Our campus has yet to hear back, but Tammy felt it would be useful to discuss this further. Tammy also commended the presenters at the board meeting and also thanked the campus for a fabulous Flex Day. Tammy also reinforced the idea of establishing subcommittees to delve deeper into important issues.

▪ **Curriculum & Instructional Systems Specialist**

- 2020-2021 2-year and 5-year cycle updates (Information)



2020-2021 CURRICULUM REVIEW MATRIX ... BY SUBJECT

Updated: 4/18/2021; 11:15 a.m.

CTE / NON CTE	Discipline	To Be Reviewed	Completed	In The Queue	Unsubmitted
CTE	ACTG	6	6	0	0
	ARCH	1	1	0	0
	BIOL	1	1	0	0
	BUS.	11	10	1	0
	CBOT	11	11	0	0
	CIS	13	4	9	0
	INTD	18	18	0	0
	MEDA	16	15	1	0
	MGMT	1	1	0	0
	RADT	20	20	0	0
CTE Total		98	87	11	0
NON-CTE	ANTH	5	5	0	0
	ART	27	18	9	0
	CRER	6	4	2	0
	HUM.	1	1	0	0
	INDV	10	10	0	0
	MATH	22	18	2	2
	SOSC	1	1	0	0
NON-CTE Total		72	57	13	2
Grand Total		170	144	24	2

d. Distance Education (DE) Coordinator

John added that on the DE side, a joint task force is being created to work on transitioning back to the potential future of normal operations and what that may look like in addition to helping to define hi-flex, identify needs for the college and specific divisions. John stressed the importance of planning ahead for future semesters.

4) Division Reports

-Nick Carr shared that KAD students are working hard to compete in the COVID-climate. He encouraged faculty to support student-athletes that they may in their courses as they are working very hard.

5) Adjournment

Motion – To adjourn the meeting: M/S: Lisa Palmer, Maureen Wiley

Discussion—none

Abstentions – none

Approval – approved unanimously

- a. Meeting adjourned at 11:10 am