



CURRICULUM COMMITTEE

Minutes

Thursday, March 21, 2024

1-2:30pm, Zoom/9-154

Members Present: Lisa Palmer, Gloria Darafshi, Ana Miladinova, Nick Carr, Maureen Wiley, Chialin Hsieh, Martin Partlan, Adriana Lugo, Andrew Soler, Frank Nguyen Le, Kristina Brower, Maria Lara, David Monarres

Members Absent: Bob Lee, Danny Lynch, Gonzalo Arrizon, Leonor Cabrera, Oscar Arreola Buendia, Priyanshi Chaudhary

Guests: Madeleine Wiest, Nada Nekrep, Doniella Maher, Kat Sullivan-Torrez, John Perez, Candice Nance, Ameer Thompson, David Eck, Althea Kippes

1) Adoption of Agenda

Motion – to adopt the agenda: M/S: Martin Partlan, Kristina Brower

Discussion— none

Abstentions – none

Approval – approved unanimously

Consent Agenda

2) Approval of Minutes – March 7, 2024

3) Curriculum Items:

Business, Design & Workforce

- **Naas, Paul**
 - **MART 695 - Independent Study (0.50)** (Modified Course Proposal)
- **Nance, Candice**
 - **BUS. 100 - Introduction to Business (3.00)** (Modified Course Proposal)
Proposed Changes: Content Review Revision, Distance Education Revision, Honors Revision, Lecture Content Revision, Objectives Revision, Student Learning Outcomes Revision, Textbooks Revision
- **Santos, Sarita**
 - **ECE. 244 - Curriculum and Strategies for PreK-Kindergarten (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
 - **ECE. 247 - Foundations for School Success (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision

- **HMSV 100 - Introduction to Social Work and Human Services (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **HMSV 121 - Social Work and Human Services Seminar (1.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
- **HMSV 122 - Social Work and Human Services Fieldwork (2.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision

Humanities & Social Sciences

- **Eck, David**
 - **PHIL 100 - Introduction to Philosophy (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
 - **PHIL 160 - History of Philosophy: Ancient and Medieval (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Addition, Textbooks Revision
 - **PHIL 175 - Modern Philosophy (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
 - **PHIL 190 - Contemporary Philosophy (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
 - **PHIL 200 - Introduction to Logic (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
 - **PHIL 240 - Introduction to Ethics (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Honors Addition, Textbooks Revision
 - **PHIL 300 - Introduction to World Religions (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Addition, Honors Revision, Method of Evaluation Revision, Representative Instructional Methods Revision, Textbooks Revision
 - **PHIL 312 - Introduction to Philosophy of Religion (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Honors Revision, Representative Instructional Methods Revision, Textbooks Revision

Motion – to approve the consent agenda, including minutes of March 7, 2024 meeting: M/S: Kristina Brower, Adriana Lugo

Discussion— none

Abstentions – none

Approval – approved unanimously

Humanities & Social Sciences

- **Perez, John**
 - **COMM 110 - Public Speaking (3.00)** (Modified Course Proposal)
Proposed Changes: Content Review Revision, Distance Education Revision, Honors Revision, Lecture Content Revision, Method of Evaluation Revision, Objectives Revision, Representative Assignments Revision, Representative Instructional Methods Revision, Student Learning Outcomes Revision, Textbooks Revision
 - **COMM 127 - Argumentation and Debate (3.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Content Review Revision, Distance Education Revision, Lecture Content Revision, Method of Evaluation Revision, Mode of Delivery Revision, Objectives Revision, Representative Assignments Revision, Representative Instructional Methods Revision, Student Learning Outcomes Revision, Textbooks Revision
 - **COMM 130 - Interpersonal Communication (3.00)** (Modified Course Proposal)
Proposed Changes: Content Review Revision, Lecture Content Revision, Method of Evaluation Revision, Objectives Revision, Representative Assignments Revision, Representative Instructional Methods Revision, Student Learning Outcomes Revision, Textbooks Revision

John Perez presented on behalf of the above courses. He shared that all of the changes submitted are in response to the CalGETC upcoming changes for fall of 2025. The requirements are changing for COMM 110 which is the oral requirement for the degree in transfer. COMM 110 needed to be revised to meet the new standards for CalGETC, otherwise the standards will not be met for Area 1. Textbook updates, evaluation items, and SLO updates and alignment with CalGETC were also implemented. Regarding COMM 127 and COMM 130, submission of these courses includes an attempt to be approved for Area 1c. Both Skyline and CSM have area 1c approved and our campus does not. Having this area approved would give students more options and ensure transferability is not lost.

Gloria Darafshi shared that the courses are already approved for UC transfer, but any course that has been significantly changed has to be resubmitted. Either way, the submission can take place for CalGETC. The UC is encouraging these course to come through again for transfer approval.

Motion – to approve the modifications to COMM 110: M/S: Maureen Wiley, David Monarres

Discussion— none

Abstentions – none

Approval – approved unanimously

Motion – to approve the modifications to COMM 127: M/S: Maureen Wiley, Andrew Soler

Discussion— none

Abstentions – none

Approval – approved unanimously

Motion – to approve the modifications to COMM 130: M/S: Maureen Wiley, Gloria Darafshi

Discussion— none

Abstentions – none

Approval – approved unanimously

Science & Technology

- **Lapuz, Raymond**
 - **MATH 851 - Just in time support for Calculus I (2.00) (New Course)**

David Monarres presented on behalf of the above course. He shared that this is a corequisite support course for the intro STEM Calculus course that is being offered. This is similar to the corequisite support courses offered for statistics, business calculus and precalculus. This course is being offered due to AB1705 potentially requiring the precalculus, path to calculus course to no longer be offered, allowing a direct path for students to take calculus. This will be a support course for those students who need extra assistance as they enter directly into calculus as the first course they take in their STEM sequence. Students will have to take this course concurrently. Because this is being piloted in Fall of 2024, it is suggested that an enrollment cap of 25 be implemented as opposed to a typical cap of 40.

Motion – to approve the new course of MATH 851: M/S: Frank Nguyen Le, Maureen Wiley

Discussion— none

Abstentions – none

Approval – approved unanimously

1) Proposed class minimums policy and the curriculum committee (Doniella Maher)

Doniella Maher shared some history with the committee. She shared that one year ago, a taskforce of Academic Senate and AFT members attempted to create a process that allowed for class size reduction. Faculty who teach courses that are not strictly lecture courses were being required to have very high numbered sections. If modified course content existed, there should be some sort of process to adjust course sizes. This proposal was created and went to District Academic Senate. District Academic Senate felt it would be better under local Curriculum Committee purview as those faculty are closest to departments and could provide better feedback. Doniella is stressing that the main goal is to establish this as a faculty led process, and how this can be housed under faculty purview.

The committee reviewed the draft of the “Procedure for Establishing Course Enrollment Maximums.” Lisa Palmer shared that she was initially concerned that the Curriculum Committee would be in charge of negotiations related to this topic. She shared that she can see this as being included on the course outline of record but she is not sure about the process for challenging the course maximums and where that policy may belong, sharing that the committee also does not have budgetary discretion. Maureen asked if the committee would be responsible for making the decision, or advocating on behalf of the faculty. Doniella shared that language may have to be readded to make the policy more clear, explaining that in a previous version, as faculty were completing the COR review process, they would respond with the kind of assessment/assignments they would be completing in the course, and this would trigger a request for a lower class size. If faculty opted for certain types of assessments, for example, then they could request a lower class size. This process would be initiated by the discipline faculty.

Kristina Brower shared that she envisioned the establishment of a type of rubric so the committee could reference the rubric when evaluating the need. David Monarres brought up the issue of course modality versus course content. Candice Nance asked why this discussion was coming to Curriculum Committee as opposed to working directly with AFT, which has occurred in the past. Doniella shared that it is challenging to negotiate with the district, and it is unlikely that movement would be made at the negotiating table. Each department would have to negotiate separately, and departments across the district may not agree. If items are in the contract, it applies across the district. Lisa suggested the possibility of a subcommittee of division

representatives of Curriculum Committee to balance the work and allow for more input by faculty into the process. David Eck added that allowing this process to come through Curriculum Committee would allow for protection despite changes in administration. The group reviewed the draft language further. Doniella Maher shared that she would take the draft and create a campus specific version on which our campus can provide input.

2) Regular Information/Discussion/Reports

a. Curriculum and Instructional Systems Specialist Report

Frank shared that in the previous meeting, the committee had discussed the district-wide initiative regarding course deactivation. From that larger list, there are courses which do not have any impact on programs and would be deactivated with faculty consent.

Lisa shared that the committee will create a memo sharing that those specific courses were not requested to be exempted from deactivation. Faculty will consent to deactivation via memo.

Additionally, Frank shared that there are lists of both core and elective courses that are slated for deactivation which do have an impact on programs. Frank and Lisa will review the list to provide the most up to date information, but no action is being taken at this time.

b. Chair’s Report

Lisa reiterated that a memo will be sent out regarding the above information, once the most up to date information is compiled. The memo will be sent to faculty and deans.

c. Articulation Officer’s Report

Articulation Report 3/21/2024

1. As reported at the Northern CA Articulation mtg., Common Course Numbering (AB 1111) is now entering the implementation phase. The first six courses to obtain common course numbers are:
 - College Composition (ENGL 100 & ENGL 105)
 - Argumentative Writing & Critical Thinking (ENGL 165)
 - Public Speaking (COMM 110)
 - Introduction to Statistics (MATH 200)
 - Introduction to American Government & Politics (PLSC 210)
 - Introduction to Psychology (PSYC 100)

2. Current list of courses to be submitted for UC Transfer approval this May-June:

UCTCA	Course Title
ENVS 120	Global Climate Change
ETHN 130	Intro. to Latinx Studies
KINE 101	Intro. to Kinesiology
HMSV 100	Intro. to Social Work-Human Services
DANC 157.1	Afro Cuban Dance Fusion I
DANC 157.2	Afro Cuban Dance Fusion II

DANC 157.3	Afro Cuban Dance Fusion III
DANC 157.4	Afro Cuban Dance Fusion IV
DANC 161.1 re-review	Tango Argentino I
DANC 161.2 re-review	Tango Argentino II
DANC 161.3 re-review	Tango Argentino III
DANC 161.4 re-review	Tango Argentino IV
DANC 140.1 re-review	Ballet I
DANC 140.2 re-review	Ballet II
DANC 140.3 re-review	Ballet III
DANC 140.4 re-review	Ballet IV
COMM 110 re-review	Public Speaking
COMM 127 re-review	Argumentation and Debate
COMM 130 re-review	Interpersonal Communication
COMM 140 re-review	Small Group Communication
PHIL 103 (?) re-review	Critical Thinking
LEGL 249	Intro. to the Legal System
CHEM 410	Chemistry for the Health Sciences
FASH 150	History of Fashion

d. Office of Instruction Report

Chialin shared that David Eck would share an update with the committee. David Eck shared that at the March 6 Board of Trustees meeting, Interim Chancellor Moreno proposed a number of changes to board policies including one governing curriculum. Academic Senates had been said to previously establish procedures for curriculum development and program viability and in the Chancellor’s draft, it says the District Chancellor establishes those procedures, and that faculty will be involved in Academic Senate. David shared that there was no discussion of these proposed changes and Interim Chancellor Moreno shared that she was sharing these super early to highlight the changes she felt were appropriate. David shared the draft of the Board Policy, Chapter 4, Instructional Services that was included in the recent board packet. He shared that this will be an agenda item at the District Participatory Governing Council on April 8 at 2:15pm. David shared that he disagrees with the spirit of the suggested change and will be sharing this sentiment at the meeting. David encouraged committee members to attend the meeting if interested.

e. DE Report

Nada shared that she worked on the addendum template, removing dated language and providing clear instructions to move forward in the process.

3) Division Reports- none

4) Adjournment

Motion – to adjourn the meeting: M/S: Frank Nguyen Le, Gloria Darafshi

Discussion— none

Abstentions – none

Approval – approved unanimously

Meeting adjourned at 2:01pm.