



Cañada College
CURRICULUM COMMITTEE
Minutes
Friday, May 13, 2022
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, Bernadette Newland, David Monarres, Ana Miladinova, Gloria Darafshi, Tammy Robinson

Members Absent: Lesly Ta, Maria Lara-Blanco, Klaressa Ortiz

Guests: Madeline Wiest, Evan Innerst, Sarita Santos

1) Adoption of Revised Agenda

Motion – To adopt revised agenda, including minor revision: 1) item added under the Chair’s Report: Deletion of lower level recommended preparation-Action Item: M/S: Gloria Darafshi, Danielle Pelletier

Discussion— none

Abstentions – none

Approval – approved unanimously

Consent Agenda

1) AB 361 – Renewal of Virtual Meeting Modality

- This acknowledges our use of AB 361, which extends our ability to meet virtually as a Brown Act meeting without having to post the address of our physical location.
- The curriculum committee passed a resolution to support the use of AB 361 to extend our virtual modality.
- To contend that we should resume meeting in person, please request that this item be pulled from consent for discussion and debate.

2) Approval of Minutes – April 22, 2022

3) Curriculum items

Academic Support and Learning Technologies

i. Taylor, Julian

1. **LCTR 100 - Effective Tutoring and Practicum (1.00)** (Modified Course Proposal)
Proposed Changes: Lab Content Revision, Lecture Content Revision, Recommended Preparation Revision, Representative Assignments Revision, Textbooks Revision

2. **LCTR 139 - The Research Paper from A to Z (2.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Recommended Preparation Revision, Textbooks Revision
3. **LCTR 140 - Professional Writing (2.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Representative Assignments Revision, Textbooks Revision
4. **LCTR 151 - Health Science Vocabulary (1.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Lab Content Revision, Method of Evaluation Revision, Objectives Revision, Recommended Preparation Revision, Representative Assignments Revision, Textbooks Revision
5. **LCTR 698 - Supervised Tutoring/Academic Assistance (0)** (Modified Course Proposal)
Proposed Changes: No changes needed.
6. **LCTR 810 - Study Skills (1.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Method of Evaluation Revision, Recommended Preparation Revision, Textbooks Revision
7. **LCTR 822 - Grammar Trouble Spots I (1.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Method of Evaluation Revision, Recommended Preparation Revision, Representative Assignments Revision, Textbooks Revision
8. **LCTR 823 - Grammar Trouble Spots II (1.00)** (Modified Course Proposal)
Proposed Changes: Method of Evaluation Revision, Recommended Preparation Revision, Representative Assignments Revision, Textbooks Revision
9. **LCTR 840 - Vocabulary Improvement I (1.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Method of Evaluation Revision, Recommended Preparation Revision, Representative Assignments Revision, Textbooks Revision
10. **LCTR 841 - Vocabulary Improvement II (1.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Lab Content Revision, Method of Evaluation Revision, Recommended Preparation Revision, Representative Assignments Revision, Textbooks Revision
11. **LCTR 842 - Vocabulary Improvement III (1.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Lab Content Revision, Method of Evaluation Revision, Recommended Preparation Revision, Representative Assignments Revision, Student Learning Outcomes Revision, Textbooks Revision
12. **LCTR 843 - Vocabulary Improvement IV (1.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Lab Content Revision, Method of Evaluation Revision, Recommended Preparation Revision, Representative Assignments Revision, Textbooks Revision

Articulation Officer

13. **AA-T Associate in Arts Degree for Transfer Elementary Teacher Education**
(Program Modification)

14. **AA-T Associate in Arts Degree for Transfer Law, Public Policy, and Society**
(Program Modification)

Business, Design & Workforce

ii. **Santos, Sarita**

1. **ECE. 362 - Partnering with Families (1.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Lecture Content Revision, Objectives Revision, Student Learning Outcomes Revision, Title Revision
2. **EDUC 300 - Applied Inclusive Strategies (1.00)** (Modified Course Proposal)
Proposed Changes: Catalog Description Revision, Distance Education Revision, Lab Content Revision, Lecture Content Revision, Representative Assignments Revision

Humanities & Social Sciences

iii. **Malamud, Monica**

1. **Certificate of Achievement Bilingualism and Biliteracy in English/Spanish**
(Program Modification)

iv. **Palmer, Lisa**

1. **ENGL 827 - Integrated Reading and Writing (5.00)** (Course Banking)
2. **ENGL 829 - Reading, Writing, and Rhetoric (0.50)** (Course Banking)
3. **ENGL 849 - Academic Reading, Writing, and Rhetoric (0.50)** (Course Banking)

Science & Technology

v. **Kalyanaraman, Ramki**

1. **PALT 401 - Introduction to Photonics and Laser Technology (2.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
2. **PALT 402 - Geometrical Optics (4.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision
3. **PALT 403 - Optics and Photonics Modeling and Design (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
4. **PALT 404 - Wave Optics (4.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
5. **PALT 405 - Introduction to Laser Technology (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision
6. **PALT 406 - Components and Devices in Photonics and Laser Technology (2.00)**
(Modified Course Proposal)
Proposed Changes: Distance Education Revision
7. **PALT 407 - Optical Coating Technology (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision

8. **PALT 408 - Optical Fibers (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision
9. **PALT 409 - Advanced Photonics Technology (3.00)** (Modified Course Proposal)
Proposed Changes: Distance Education Revision, Textbooks Revision

vi. **Staples, Nathan**

1. **BIOL 230 - Cell and Molecular Biology (5.00)** (Modified Course Proposal)
Proposed Changes: Content Review Revision, Distance Education Revision, Method of Evaluation Revision, Representative Assignments Revision
2. **BIOL 240 - General Microbiology (4.00)** (Modified Course Proposal)
Proposed Changes: Content Review Revision, Method of Evaluation Revision, Objectives Revision, Textbooks Revision

Motion – To approve the consent agenda: M/S: Gloria Darafshi, Bernadette Newland

Discussion— none

Abstentions – none

Approval – approved unanimously

<i>Substantive Agenda</i>

1) **Curriculum Items:**

Business, Design & Workforce

▪ **Santos, Sarita**

1. **ECE. 255 - Multilingual Learners: Language and Literacy Development (1.00)**
(New Course)

Sarita Santos presented on behalf of the ECE. items. Sarita shared that she is in partnership with the Justice and Multilingual Education for the Institute of Racial Equity and Excellence as well as individuals who work in the field to create a teacher certificate for those who work with young children who are bilingual or multilingual learners. Sarita noted that they have been working on creating a 10 unit certificate that focuses on the practices, curriculum assessment, and pedagogical foundations for dual language learners and those who are multi-language learners for young children (pre-k to third grade) and the goal was to revise existing courses and create new courses. These individuals chose to work with our campus as they noticed we have an Inclusion Support Certificate. Sarita added that the focus is on topics related to language and literacy because they have to compare the language and literacy development of those who are monolingual versus those who are not. ECE. 255 focuses very specifically on multilingual language cognitive processes

Motion – To approve new course ECE. 255: M/S: José F. Peña, Danielle Pelletier

Discussion— none

Abstentions – none

Approval – approved unanimously

2. **ECE. 271 - Foundational Concepts in Multilingual Learning (1.00)** (New Course)

Sarita noted that this course focuses on theoretical concepts of multi-language learning.

Motion – To approve new course ECE. 271: M/S: Soraya Sohrabi, Gloria Darafshi

Discussion— none

Abstentions – none

Approval – approved unanimously

3. **ECE. 273 - Multilingual Learners: Personalized Oral Language Learning (POLL) (1.00)** (New Course)

Sarita stated that this course is a specific strategy that the San Mateo County of Education has been offering and wants to continue to offer to current ECE instructors as a professional development opportunity. Sarita noted that this is a very specific strategy one unit and the intent is to offer this to anyone who is completing the certificate who is planning to work with young children in our communities who are multilingual or dual language learners.

Motion – To approve new course ECE. 273: M/S: Gloria Darafshi, Danielle Pelletier

Discussion— none

Abstentions – none

Approval – approved unanimously

4. **ECE. 280 - Cultural Humility: Cultivating an Equity Mindset (1.00)** (New Course)

Sarita shared that there was discussion related to educators' character and integrity that is fostered when working effectively with children who are from diverse linguistic and cultural backgrounds, and it was agreed that cultural humility which includes understanding one's own biases is necessary for educators to be effective in the classroom. Modeling cultural humility, compassion and sensitivity as opposed to solely teaching concepts is key.

Motion – To approve new course ECE. 280: M/S: Danielle Pelletier, Gloria Darafshi,

Discussion— none

Abstentions – none

Approval – approved unanimously

5. **ECE. 364 - Multilingual Practices in Action (1.00)** (New Course)

Sarita stated that this course is to be focused on pedagogy and methodology in classroom settings, intended to build upon other courses being offered.

Motion – To approve new course ECE. 364: M/S: Gloria Darafshi, Soraya Sohrabi

Discussion— none

Abstentions – none

Approval – approved unanimously

6. Certificate of Achievement Multilingual Learner Teaching (New Program)

Sarita noted that this is funded by two grants with the intent to encourage existing teachers to earn a certain expertise area and/or earn a specific concentration. The previous offering seemed insufficient to address the needs of a diverse community, so ten units was established for this certificate.

Motion – To approve new program Certificate of Achievement Multilingual Learner Teaching:
M/S: Danielle Pelletier, Gloria Darafshi

Discussion— The committee discussed the rationale behind the number of units being offered. Gloria asked how this tied into the permit process and Sarita offered background on this inquiry. Danielle asked what a student will receive by completing this certificate, and Sarita offered potential examples of outcomes for students who complete this certificate. José asked Sarita to please work with Dean Lacefield on obtaining state approval so this can be in the catalog as soon as possible.

Abstentions – none

Approval – approved unanimously

2) Science & Technology/Counseling

- **Innerst, Evan**

- **MATH 145 - Liberal Arts Mathematics (3.00)** (New Course)

Evan Innerst presented on behalf of this item. He shared that MATH 140, Math for General Education used to be a course which is banked. With AB705, faculty felt something similar should be brought back. This course includes writing, art, history, and other aspects in addition to calculation. This course was modeled after CSMs course, which was approved for transfer at multiple institutions and the hope is that this will be the case on our campus as well.

Motion – To approve new course MATH 145: M/S: David Monarres, Sumathi Shankar

Discussion— Gloria thanked Evan for bringing this class back and giving students another option. She mentioned that the soonest this course will be able to be used for CSU transfer and possibly UC transfer in math will be fall 2023, if approved. Sumathi also shared her thanks to Evan for the return of this course. Sumathi asked Gloria when she felt the earliest the course should be offered. Gloria shared that as of this coming fall, it would satisfy our local degree requirement, but not a transfer. José noted that because of the schedule development, the earliest this can be offered is spring 2023, however, he agreed with Gloria that fall 2023 would be advisable so that if students take the course, they can use it not only for the requirement but also for transfer.

Abstentions – none

Approval – approved unanimously

- **Darafshi, Gloria**

- **Certificate of Achievement Pathways to Student Success** (Program Modification)

Gloria Darafshi presented on behalf of this item. She shared that this modification has to do with the inclusion of MATH 145 in the certificate, in addition to eliminating MATH 120 due to the uncertainty of it continuing to be offered.

Motion – To approve the program modifications to Certificate of Achievement Pathways to Student Success: M/S: Danielle Pelletier, José F. Peña.

Discussion— none

Abstentions – none

Approval – approved unanimously

3) Information/Discussion/Reports/Approval Items

a. Chair's Report

- **Deletion of lower level recommended Preparation** – Action item

1. *Open Curriculum*
2. *Eligibility for READ 836 and ENGL 836; or ENGL 847 or ESL 400.*

Lisa noted that this action item has to do with AB 705, and having to stop teaching pre-transfer English courses. All students now place into English 100 or 105, which are transfer level courses, with ENGL 105 offering more support. Lisa noted that ENGL 836 and READ 836 are no longer being taught, and this action item has to do with deleting those references which would be misleading and confusing to students.

Motion – To approve the deletion of lower level recommended preparation: M/S: Gloria Darafshi, Maureen Wiley.

Discussion— none

Abstentions – none

Approval – approved unanimously

- **Division representatives for 2022-23?**

Lisa asked division representatives to email her their confirmation of their return as division representatives for next year, or the name of their replacement for next year's cycle. Sumathi noted that she will be cycling off and Martin Partlan will be her replacement. Danielle noted that she will be cycling off and Salumeh Eslamieh will be her replacement. Lisa thanked those members who will be cycling off for their time and work on the committee.

- **We will be cancelling one of our March 2023 meetings and, instead, strongly encourage curriculum committee members to join IPC for program review presentations.**

Lisa reviewed the following with the committee:

Curriculum Chair's Report

May 13, 2022

Lisa Palmer

Some of our accomplishments this year:

- Reviewed and approved some 260 updated course outlines of record with a special focus on equity—simple language and the highlighting of materials, pedagogy, and concepts that address all constituencies
- Reviewed and approved some 20 associated programs
- Aligned grading requirements across the district
- Determined and agreed to credit by exam scores across the district
- Aligned AA/AS pathways
- Revised and agreed to English prerequisites, pursuant to AB 705
- Established a district-wide ethnic studies requirement

In progress:

- Credit for prior learning, including for veterans
- Revision of math program to comply with AB 705
- Compliance with AB 1705, which is almost certain to pass the legislature and be signed by the governor in the fall. This may further reduce our ability to offer pre-transfer courses in English, math, and ESL.

How?

- Dr. Robinsons' guidance
- Gloria Darafshi's knowledge and attention to detail
- Alessandra Zanassi's superlative organizing and writing skills
- The efforts of faculty and deans across the curriculum
- The help of counselors (Sorayi Sorabi) and our registrar (Maria Lara)
- The input of our student representative, Lesly Ta
- All of your hard work, questions, and focus on improving our curricula
- The phenomenal memory and work ethic of Jose Peña

Thank you!

b. Articulation Officer's Report

Articulation Report 5/13/2022

The following courses fall into these two categories:

Courses in **Green**: will be submitted this month for UC transfer review because the course is either new or contains a significant change.

Courses in **Orange**: banked, new courses (ineligible for UC transfer) and course title change. These courses with changes are entered into Assist.org



Course	Title	Date	Change
ACTG 181	Taxation of Individuals Using Tax Software	4/23/2021	banked
MATH 222	Pre-Calculus College Algebra/Trigonometry	5/14/2021	banked
CRER 407	Exploring Careers, Majors and Transfer	5/14/2021	banked
ENGL 100	Reading & Composition	4/22/2022	word count
ENGL 105	Intensive Composition and Reading	4/22/2022	word count
ENGL 110	Composition, Literature, and Critical Thinking	11/19/2022	word count
ENGL 165	Advanced Composition	11/19/2022	word count
ANTH 125	Biological Anthropology	11/19/2021	Title revision
ANTH 126	Biological Anthropology Laboratory	11/19/2021	Title revision
DANC 350.1	Cardio Dance I	11/19/2021	new
DANC 350.2	Cardio Dance 2	11/19/2021	new
DANC 350.3	Cardio Dance 3	11/19/2021	new
DANC 350.4	Cardio Dance 4	11/19/2021	new
HMSV 300	Field Experiences in Social Work & Human Services	12/10/2021	banked
HMSV 121	Social Work and Human Services Seminar	12/10/2021	new
HMSV 122	Social Work and Human Services Fieldwork	12/10/2021	new
INTD 301	Portfolio Development	12/10/2021	new
INTD 350	Commercial Design	12/10/2021	reactivation
Aqua 135.1	Aqua Exercise I	12/10/2021	new
VARS 160	Women's Varsity Swimming	3/11/2022	new
BIOL 380	Travel Study in Biology-Preparing for the Trip	3/25/2022	banked
BIOL 381	Travel Study in Biology	3/25/2022	banked

c. Office of Instruction Report

- Vice President of Instruction (VPI)- no report
- Curriculum & Instructional Systems Specialist
 - 2021-2022 2-year and 5-year cycle updates



2021-2022 CURRICULUM REVIEW MATRIX ••• BY SUBJECT

Updated: 5/10/2022

CTE / NON CTE	Discipline	To Be Reviewed	Completed	In The Queue	Unsubmitted
CTE	COOP	1	1		0
	DANC	1	1		0
	ECE.	21	21		0
	FASH	37	37		0
	HMSV	3	3		0
	INTD	1	1		0
	LEGL	15	15		0
	MART	41	41		0
	MEDA	1	1		0
	PALT	9	9		0
CTE Total		130	130		0
NON-CTE	ASTR	2	2		0
	BIOL	11	11		0
	DRAM	1	1		0
	ENGL	14	14		0
	ENGR	9	9		0
	HSCI	2	2		0
	LCTR	12	12		0
	LING	1	1		0
	LIT.	13	13		0
	OCEN	2	2		0
	READ	2	2		0
	NON-CTE Total		69	69	
Grand Total		199	199		0

d. Distance Education (DE) Coordinator- no report

4) Division Reports

-Chris Burns shared that the library will be offering treats for students during finals week.

5) Adjournment

Meeting adjourned at 10:30am.