College of San Mateo

Curriculum Committee

May 8, 2025 (2:15 p.m.)
Building 10, Room 10-468
Zoom Meeting: https://smccd.zoom.us/j/88652907118?pwd=Pr8uSUMUAP1q4Z9ZwPSRDYm7LF8BIb.1
Meeting ID: 886 5290 7118
Call in using: +1 669 444 9171 US

MINUTES

Members Present	
Chair	Jeramy Wallace
Academic Support and Learning Technologies	David Laderman
Business/Technology	Sujata Verma, Lale Yurtseven
Counseling/Student Services	Leonardo Cruz
Counseling/Articulation Officer	Marsha Ramezane
Creative Arts & Social Science	Judith Hunt, Malathi Iyengar
Instructional Design	Julieth Benitez
Kinesiology Division	Shana Young
Language Arts Division	Tamara Perkins
Math/Science Division	Christopher Smith, Beth LaRochelle
Non-Voting Members	Danni Redding Lapuz, Deborah Laulusa, Tammy Wong
Absent/Excused	
Academic Support and Learning Technologies	Lia Thomas
ASCSM Student Representative	Wai Yan Oo
Other Attendees	Cheyanne Cortez, Emily Kurland, Steven Lehigh, Donna McCabe, Justin Merritt, Kristi Ridgway, Nico van Dongen, Elinor Westfold, Madeline Wiest

Chair, Jeramy Wallace, called the meeting to order at 2:21 p.m. He thanked Danni for the snacks, and there is one revision to the agenda: ART 360 is moved to "Course Reactivation." Motion by Judith Hunt to approve the agenda, seconded by Beth LaRochelle, all members voting "Aye."

Public Comments (2 minutes/person)
Marsha Ramezane: I've gotten most of the December 2024 submission results from Cal-GETC, and all the CCNs did go through. Ethnic Studies 110 is still in review, and when I get results for that course, then I will send out the whole list to everyone.

Judith: In WebSchedule, what are the categories in the far right column?

Marsha: All old attributes that should be updated, and I will take a look at those.

Jeramy: For catalog rights, the old ones need to remain, but the new ones need to be added.

David Laderman: Tomorrow is the Honors Project Showcase in 18-206 from 1-4:30 PM. The first hour will be student posters, and the second portion will be slide presentations. Everybody is invited.

Jeramy: Who is continuing on the Curriculum Committee next year? It is usually a 2-year term. If you want to continue, you need to be reappointed by your Division. Talk to your Dean about it. If you're on your first year, then you're in for the second year. Members are decided at the first Division meetings in the Fall.

Julieth Benitez: Since Fall is usually the busiest time, is it easier or possible to have a new member step in in the middle of the year for the Instructional Designer role?

Jeramy: That's up to the discretion of your Dean.

CONSENT AGENDA

Motion by Marsha to approve the consent agenda, seconded by Malathi Iyengar, all members voting "Aye."

- **Approval of Minutes from the March 27, 2025 and April 10, 2025 meetings**

- **Course Modification(s)**

COMM	115	Survey of Human Communication (3.0) (DE update; 6-year update; change in recommended prep (CCN), transferability, description, SLOs, content, texts)
COMM	130	Interpersonal Communication (3.0) (DE update; 6-year update, change in recommended prep (CCN), transferability, description, SLOs, content, assignments, evaluation)
COMM	150	Intercultural Communications (3.0) (DE update; 6-year update; change in recommended prep (CCN), GE, transferability, description, SLOs, content, instruction)
DGME	211	Introduction to Graphic Design (3.0) (DE update; 6-year update; change in description, texts)
ESL	826	Writing for Multilingual Students II (5.0) (DE update; 6-year update; change in SLOs, objectives, content, evaluation, texts)
FILM	122	Film History Focus (4.0) (DE update; 6-year update; change in recommended prep (CCN), GE, transferability, assignments, texts)
KINE	103	Social Issues in Sport (3.0) (DE update; 6-year update; change in transferability, SLOs, objectives, content, assignments, texts)
KINE	107	Women in Sports (3.0) (DE update; 6-year update; change in transferability, texts)
LIT.	156	Science Fiction and Fantasy Literature (3.0) (DE update; 6-year update; change in transferability, content, assignments, evaluation, texts)

- **Memo(s)**

  - Revising Programs Based on 24-25 Course Title/Unit Changes
  - Update Programs Due to 24-25 Banked Courses
  - Concerning the AS-T BIOL at College of San Mateo

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)**

ART C1100 Survey of Art from Prehistory to the Medieval Era (3.0) (Formerly ART 101) – ***approved with prefix change to ARTH****. Motion by Lale Yurtseven, seconded by Marsha, all members voting "Aye."*
(DE update; 6-year update; change in title (CCN), transferability, description, objectives, content, instruction, evaluation, texts)

ART C1200 Survey of Art from the Renaissance to Contemporary (3.0) (Formerly ART 102) – ***approved with prefix change to ARTH****. Motion by Lale Yurtseven, seconded by Marsha, all members voting "Aye."*
(DE update; 6-year update; change in title (CCN), transferability, description, objectives, content, evaluation, texts)

COSM 742 Cosmetology IV (9.5) – ***approved.*** *Motion by Lale, seconded by Beth, all members voting "Aye."*
(DE update; 2-year update; change in prerequisite, texts)

ECON C2001 Principles of Microeconomics (3.0) (Formerly ECON 102) – ***approved****. Motion by Lale, seconded by Judith, all members voting "Aye."*
(DE update; 6-year update; change in recommended prep (CCN), transferability, description, objectives, content, evaluation, texts)

ECON C2002 Principles of Macroeconomics (3.0) (Formerly ECON 100) – ***approved****. Motion by Lale, seconded by Judith, all members voting "Aye."*
(DE update; 6-year update; change in recommended prep (CCN), transferability, description, objectives, content, evaluation, texts)

ESL 827 Writing III for Multilingual Students: Academic Paragraphs to the Essay (5.0) **–** ***approved with change in description and title change.*** *Motion by Tamara Perkins, seconded by Judith, all members voting "Aye."*
(DE update; 6-year update; change in title, recommended prep, description, SLO, objectives, content, instruction, assignments, texts)

ESL 828 Writing for Multilingual Students IV (5.0) – ***approved with changes to description.*** *Motion by Tamara, seconded by Marsha, all members voting "Aye."*

(DE update; 6-year update; change in recommended prep, description, objectives, content, assignments, evaluation, texts)

ESL 856 Reading for Multilingual Students II (3.0) – ***approved with removal of Comprehension Connection representative text.*** *Motion by Marsha, seconded by Malathi, all members voting "Aye."*
(DE update; 6-year update; change in hours, recommended prep, description, content, assignments, evaluation, texts)

ESL 857 Reading for Multilingual Students III (3.0) – ***approved****. Motion by Lale, seconded by Beth, all members voting "Aye."*
(DE update; 6-year update; change in hours, recommended prep, description, SLOs, objectives, content, instruction, assignments, evaluation, texts)

ESL 858 Reading for Multilingual Students IV (3.0) ***approved****. Motion by Malathi, seconded by Leo, all members voting "Aye."*
(DE update; 6-year update; change in recommended prep, description, SLOs, objectives, content, instruction, assignments, evaluation, texts)

ESL 898 Comprehensive Grammar Review for Multilingual Students (3.0) ***– approved with addition of "Seminal" to representative texts.*** *Motion by Marsha, seconded by Malathi, all members voting "Aye."*
(DE update; 6-year update; change in recommended prep, content, instruction, texts)
Committee discussion on definition of "Classic" when using that label on representative texts. Referenced *Committee Handbook* verbiage on the usage of "Classic," and also suggestion to add something to the *Handbook* about labeling texts as "Seminal" when there are no new editions release by publishers. CC members were reminded to work collaboratively with the Bookstore to make sure students can still easily get a textbook that hasn't been published recently.

HIST C1001 United States History to 1877 (3.0) (Formerly HIST 201) – ***approved with minor edit to description and local additions content.*** *Motion by Dave, seconded by Lale, all members voting "Aye."*
(DE update; 6-year update; change in recommended prep (CCN), transferability, description, objectives, content, evaluation, texts)

HIST C1002 United States History Since 1865 (3.0) (Formerly HIST 202) – ***approved with minor edit to description.*** *Motion by Malathi, seconded by Marsha, all members voting "Aye."*
(DE update; 6-year update; change in recommended prep (CCN), transferability, description, objectives, content, evaluation, texts)

Course Reactivation(s)

ART 360 Experimental Photography (3.0) – ***approved.*** *Discipline assignment: Photography. Motion by Lale, seconded by Malathi, all members voting "Aye."*
(6-year update; change in hours, prerequisite, recommended prep, description, SLOs, objectives, content, instruction, assignments, texts)

Marsha reminded CC that since this course is being reactivated, it needs to go through rearticulation.

LIT. 277 Film and Literature (3.0) – ***approved with minor edits to description and textbooks, and included in GE Area 3***. *Discipline assignment: English. Motion by Dave, seconded by Beth, all members voting "Aye."*
(Change in hours, prerequisite, description, objectives, content, instruction, assignments, evaluation, texts; proposed for GE Area 3)

OPEN AGENDA

- **GE Handbook Approval – *approved.*** *Motion by Judith, seconded by Shana, all members voting "Aye."*
  Jeramy shared the updated *GE Handbook* document on screen, asking members to look particularly at the added Area 2 verbiage, and to also approve that it is okay to increase the outcomes required from 1 to 3 to meet Area requirements. The outcome requirements are increased so that faculty are not dumping courses into an area, and faculty should be encouraged to work on their courses to meet the minimum three outcome requirements.

  Marsha confirmed with the CC that once a course is approved for Cal-GETC, it is automatically placed into the CSM GE pattern. Additionally, she brought up this consideration when the CC is thinking about whether or not a course should be approved for an area: if a student takes that one course, would a student get an authentic or robust experience in that area? Unfortunately, this is not a quantifiable measure.

  CC Members looked at Area 6 – Ethnic Studies and sections on transfer under Area F, and Marsha suggested that this Committee be in charge of Area 6 since there is so much confusion around State approval and that hasn't settled yet. Area 6 can only be Ethnic Studies courses.

  Once Jeramy finishes up with the edits of the *CC Handbook*, it will be posted on the website.

- **Reciprocity Board Policy**
  Jeramy shared that this document is of the existing board policy made to be more reader-friendly. These recommendations have been made, which will then be shared with DPGC for a fall review, and then the Board has final approval.

  As an example, if a student completes Area 3 at Skyline and comes to CSM, then we would say that that GE Area has been met. So students can complete their GEs at other campuses, go to another campus to finish up, and the GE is considered fulfilled.

  Marsha pointed out a line about Catalog Rights in the policy, and Jeramy will bring it up at the next District CC.

- **Reciprocity Catalog Language**
  Marsha stated that the unit deficiency statement is incomplete. She explained the use of course substitutions to adjust for quarter units for transfer credit classes. Madeline Wiest from TES said that this

is currently a generic statement placeholder in this document, as Madeline and a District working group are working on a big course substitution update to look at unit deficiencies, with all three campuses looking at a projected Fall plan for implementation.

- **Common Course Numbering Update**
  Beth updated the group that the templates for Phase 2 Part 2 have not been released. She has spoken at various Division meetings to let affected faculty know that she may be reaching out to them if the templates are released in the summer. She is also working directly with faculty right now to notify them that these templates are coming.

  Deb told the Committee that Phase 2 Part 2 needs to be student-facing for Fall 2027. Phase 3 may end up being completed alongside Phase 2 Part 2.

Danni and the CC members thanked Jeramy for his leadership and work as Curriculum Chair.

Meeting adjourned at 3:58 p.m.