College of San Mateo

Curriculum Committee

September 24, 2026 (2:15 p.m.)
Building 10, Room 10-468
Zoom Meeting Link
Meeting ID: 833 4640 5138, Passcode: 843478
Call in using: +1 669 444 9171 US

**MINUTES**

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| Members Present | |
| Chair | Malathi Iyengar |
| Academic Support and Learning Technologies | Matt Montgomery |
| Business/Technology | Hellen Pacheco, Lale Yurtseven |
| Counseling/Articulation Officer | Trang Luong |
| Creative Arts & Social Science | Judith Hunt, Natalie Wakefield |
| Distance Education | Michelle Mullane |
| Instructional Design | Jennifer Howze-Owens (Zoom) |
| Kinesiology Division | Shana Young |
| Language Arts Division | Keira Travis, Tamara Perkins |
| Math/Science Division | Krista Bailey |
| Non-Voting Members | Deborah Laulusa, Lauren Servais, Niki Castello |
| Absent/Excused | |
| Counseling/Student Services | Jesenia Diaz |
| Math/Science Division | Beth LaRochelle |
| Other Attendees | Madeline Wiest, Kamran Eftekhari, Katryn Wiese, Anupriya Vysala, Chris Walker |

Chair, Malathi Iyengar, called the meeting to order at 2:21 p.m. Motion by Shana to approve the agenda, seconded by Tamara, all members voting "Aye."

**Public Comments (2 minutes/person)**
None

**CONSENT AGENDA**

Motion by Judith to approve the consent agenda, seconded by Lale, all members voting "Aye."

- **Approval of minutes from the September 10, 2026 meeting**

- **Course Modifications**

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| BLDG | 730 | Plumbing Inspection (3.0)<br>(DE update; 2-year update; change in SLOs, objectives, content, instruction, evaluation, texts) |
| BUS. | 171 | The Entrepreneurial Mindset (3.0)<br>(DE update; 2-year update; change in texts) |
| CIS | 114 | JavaScript/Ajax Programming (4.0)<br>(DE update; 2-year update; change in texts) |
| CIS | 117 | Python Programming (4.0)<br>(DE update; 2-year update; change in description, SLOs, objectives, content, assignments, evaluation, texts) |
| CIS | 151 | Computer Networking (3.0)<br>(DE update; 2-year update; change in texts) |
| CIS | 278 | (CS1) Programming Methods: C++ (4.0)<br>(DE update; 2-year update; change in content, assignments, texts) |
| CIS | 479 | Computer and Network Security (3.0)<br>(DE update; 2-year update; change in texts) |
| CIS | 502 | Applied Python Programming (4.0)<br>(DE update; 2-year update; change in texts) |
| ETHN | 109 | Borders and Crossings (3.0)<br>(DE update; 6-year update; change in description, texts) |

**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.*

- **New Courses**

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| GEOL | 200 | Physical Geology with Lab (4.0) **– approved with discipline assignment of Earth Science.** *Motion to approve by Lale, seconded by Shana, all members voting "Aye."*<br>(New DE Supplement)<br>Course author Katryn Wiese spoke about the plan for these new courses to address issues for students with consideration for transferability and lab placement strategies. The plan is to offer both lab and lecture options concurrently to assess student enrollment patterns before making permanent changes.<br>Trang pointed out that there is a two-year process for new courses, which is understood by the course author, and Trang asked if this course would be added to any existing degrees. Katryn replied that is the plan once the course is approved. |
| OCEN | 200 | Oceanography with Lab (4.0) **– approved with a discipline assignment of Earth Science OR Biological Science.** *Motion to approve by Shana, seconded by Matt, all members voting "Aye."* |

(New DE Supplement)
Krista asked why these courses weren't listed yet for transfer credit and Trang replied that is because it hasn't been approved for UC yet, but what is approved would be considered CSU transferable. Katryn affirmed that she will not be offering the course until it's fully approved. The group discussed what discipline assignment should be assigned to this and the other new courses.

PALN 200 Paleontology with Lab (4.0) **– approved with a discipline assignment of Earth Science OR Biological Science.** *Motion to approve by Shana, seconded by Krista, 10 members voting "Aye," and one abstentions (Lale).*
(New DE Supplement)
The committee continued some discussion of the appropriate discipline assignment for this course and how to select the most appropriate discipline/s.

- **Course Modifications**

CIS 121 UNIX/Linux (3.0) **– approved.** *Motion by Krista, seconded by Hellen, all members voting "Aye."*
(DE update; 2-year update; change in units/hours, content, instruction, evaluation, texts)
Course author Kamran Eftekhari spoke about the course modifications and explained that this course should have more lab hours and fewer lecture hours since it's primarily a practical course teaching students to use Unix and Linux environments rather than designing an operation system.

CIS 124 Foundations of Data Science (4.0) – **approved.** *Motion by Hellen, seconded by Natalie, all members voting "Aye."*
(DE update; 2-year update; change in recommended preparation, SLOs, objectives, content, assignments, texts)

CIS 132 Introduction to Databases (4.0) **– approved.** *Motion by Lale, seconded by Hellen, all members voting "Aye."*
(DE update; 2-year update; change in units/hours, content, instruction, texts)

CIS 264 Computer Organization and Systems Programming (4.0) **– approved.** *Motion by Lale, seconded by Hellen, all members voting "Aye."*
(DE update; 2-year update; change in units/hours, content, instruction, evaluation, texts)

CIS 503 Data Visualization and Text Analysis (4.0) – **approved with recommended change to DE Supplement.** *Motion by Shana, seconded by Lale, all members voting "Aye."*
(DE update; 2-year update; change in title, units/hours, description, SLOs, objectives, content, instruction, texts)
There were recommended changes to the DE supplement regarding hybrid instruction methods to include statements indicating that, in addition to lecture, there is also an online portion.

ESL 845 Listening and Speaking for Multilingual Students I (3.0) **– approved.** *Motion by Lale, seconded by Shana, all members voting "Aye."*
(DE update; 6-year update; change in title, units/hours, content, assignments, evaluation, texts)

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|---|---|---|
| ESL | 855 | Reading for Multilingual Students I (3.0) **– approved.** *Motion by Lale, seconded by Hellen, all members voting "Aye."*<br>(DE update; 6-year update; change in units/hours, content, assignments, evaluation, texts) |
| ETHN | 104 | Asian Pacific Islanders in United States History and Culture (3.0) **– approved.** *Motion by Shana, seconded by Lale, all members voting "Aye."*<br>(DE update; 6-year update; change in recommended preparation, texts) |
| ETHN | 108 | Rethinking Race, Gender, and Nation (3.0) **– approved.** *Motion by Shana, seconded by Lale, all members voting "Aye."*<br>(DE update; 6-year update; change in recommended preparation, texts) |

- **New Program**

  - Chemistry – AS-T Associate in Science Degree for Transfer (38 units) **– approved.** *Motion by Judith, seconded by Shana, all members voting "Aye."*

**OPEN AGENDA**

- **Local GE Area 7 Alignment – approved.** *Motion by Judith, seconded by Matt, all members voting "Aye."*
  Malathi introduced the proposal to align language for Local GE Area 7 and shared a printout of the language, which was drafted by the articulation officers at the three colleges. Trang spoke to the proposal and answered the question that it is not changing any of the colleges' policies; it is simply aligning the language.

- **Certificates of Specialization vs. Certificates of Achievement**
  Malathi explained the differences between certificates of specialization and certificates of achievement, noting that certificates of achievement appear on transcripts and are verifiable for transfer applications and employment, while certificates of specialization do not appear on transcripts and are not currently eligible for financial aid, though some may become eligible in the future based on new legislation. The group continued the discussion with Trang informing the group that students do receive an official physical certificate of specialization from the college; however, it is not transcripted or transferrable.

  Lale provided some further information explaining that certificates of specialization can only be up to 15 units, usually three classes. Most students take them as milestones because they are stackable. Certificates of achievement require state approval which requires more hours and work. Krista asked for some examples. Lale's division has a certificate of specialization in Marketing and Hellen added they also offer some certificates of specializaition in specific programming languages.

- **Pathway Language for Students Holding Prior Degrees – approved.** *Motion by Matt, seconded by Trang, all members voting "Aye."*
  Malathi introduced the proposal to waive the information literacy requirement for students holding prior degrees. After debate about the benefits and challenges of waiving this single-unit class, the committee voted to approve the proposed pathway language that would exempt these students

from local associate degree general education and local degree requirements. The discussion highlighted concerns about creating barriers for returning students while considering the need for information literacy skills, particularly for students whose degrees may be decades old.

- **IDEAA and Removal of TBA Hours**
  Malathi introduced this topic and explained that CSM is required to remove TBA (To Be Announced) hours from course outlines because it can be a "hidden" source of inequity for students, even when the intention is to provide students with flexibility. Malathi reassured the group that this is not a threat to anyone's pedagogy or content or process or rate of pay, but rather a bureaucratic language change that needs to be managed.

  Lauren explained that this change does not affect faculty staffing of the Writing Center, which is equity work and important for students. She explained that the Chancellor's Office has asked colleges to look at TBA hours and to make them more specific. If it is instructional time, it should be represented as instruction hours and units, which is a curricular conversation, and down to the SLO, for the faculty to decide. This requires a different way of expressing these activities in course outlines to avoid potential inequities. In terms of how to move forward, Lauren offered that there are multiple models in use at other colleges, such as changing a 3-unit class to a 4-unit class or offering a stand-alone 1-unit class. Lauren assured the group that Dean Chiara is committed to working with the Writing Center coordinators to ensure faculty can continue their Writing Center work in the Spring semester, which is when the removal of TBA hours will go into effect.

  Keira asked if this precludes faculty from requiring Writing Center hours for their courses. Lauren responded that as long as there is a online/Zoom option for students at other locations/campuses, such as Coastside, then it is ok to continue to require those hours. Malathi added that they just won't be referred to as "TBA hours." In the short term, the VPI and Dean will reach out to coordinators with ideas and examples of how to handle this change.

  Keira asked to make a statement for the record that the English Dept Writing Center is one of their division's most important assets and they have to be able to require Writing Center hours. She feels it's important to defend this very valuable resource. She asked for the support of other division reps if this change does becomes a threat to the Writing Center.

  Lale asked why this change is happening. Malathi explained that it has been found to be a hidden inequity because these TBA hours are required but not specified for students. Malathi emphasized that Dean Chiara is committed to keeping the Writing Center resource for students and working with faculty to represent the hours more clearly.

  Judith expressed concern for defending and preserving intellectual expertise as a united group.

  Lauren assured the group that Dean Chiara will reach out to coordinators first with some ideas and plans of action for how to handle the TBA hours without it being a threat to the Writing Center.

- **Draft Board Policy 6.26**
  Malathi introduced the draft board policy that will include language to preserve CSM's 50% residency requirement for certificates. This is not an item up for vote for this committee. It is a board policy

that will be voted on by the board. The Board and the District Curriculum Committee both take public comment for anyone who is interested.

- **TOP to CIP Update and Q&A**

**Meeting adjourned at 3:42 p.m.**