



1900 Pico Boulevard Santa Monica, CA 90405  
310.434.4611

**Curriculum Committee Agenda**  
**Wednesday, February 16, 2022, 3:00 p.m.**  
**Zoom Meeting:**  
**Join from PC, Mac, Linux, iOS or Android:**  
<https://cccconfer.zoom.us/j/93520754825>

**Or iPhone one-tap (US Toll): +16699006833,93520754825# or  
+13462487799,93520754825#**

**Or Telephone: Dial:**  
**+1 669 900 6833 (US Toll)**  
**+1 346 248 7799 (US Toll)**  
**+1 253 215 8782 (US Toll)**  
**+1 312 626 6799 (US Toll)**  
**+1 646 876 9923 (US Toll)**  
**+1 301 715 8592 (US Toll)**  
**Meeting ID: 935 2075 4825**

**International numbers available: <https://cccconfer.zoom.us/u/at7P4XBs>**

**Or Skype for Business (Lync): [SIP:93520754825@lync.zoom.us](https://cccconfer.zoom.us/j/93520754825)**

**Members:**

- |                                    |                    |                  |                            |
|------------------------------------|--------------------|------------------|----------------------------|
| Sheila Cordova, <i>Chair</i>       | Walker Griffy      | Jacqueline Monge | Briana Simmons             |
| Jason Beardsley, <i>Vice Chair</i> | Hafedh Herichi     | Maria Muñoz      | Lydia Strong               |
| Bren Antrim                        | Alex Ibaraki       | Estela Narrie    | Esau Tovar                 |
| Fariba Bolandhemat                 | Sharlene Joachim   | Patricia Ramos   | Audra Wells                |
| Susan Caggiano                     | Bradley Lane       | Brandon Reilly   | Dominic Prendergast (A.S.) |
| Lisa Collins                       | Emin Menachekanian | Redelia Shaw     | Denise White-Odimo (A.S.)  |

**Interested Parties:**

- |                   |                        |               |                  |
|-------------------|------------------------|---------------|------------------|
| Joelle Adams      | Rachel Demski          | Tracie Hunter | Estela Ruezga    |
| Stephanie Amerian | Nathaniel Donahue      | Maral Hyeler  | Scott Silverman  |
| Maria Bonin       | Joshua Elizondo (A.S.) | Laura Manson  | Tammara Whitaker |
| Dione Carter      | Kiersten Elliott       | Stacy Neal    |                  |

**Ex-Officio Members:**

Jamar London

*(Information items are listed numerically; action items are listed alphabetically)*

- I. Call to Order and Approval of Agenda
- II. Public Comments *(Two minutes is allotted to any member of the public who wishes to address the Committee.)*

III. Announcements	
IV. Approval of Minutes .....	3
V. Chair's Report	
VI. Information Items	
1. Training	
2. Website Updates	
<i>(Non-Substantial Changes)</i>	
3. CIS 4 Business Information Systems with Applications	
4. CIS 32 Microsoft Access	
5. CIS 37 Microsoft Word	
6. CIS 59A Dreamweaver I	
7. KIN PE 45A Beginning Softball	
8. KIN PE 45B Intermediate Softball	
VII. Action Items	
<i>(Consent Agenda: Emergency DE to Fully Online)</i>	
a. CHEM 10 Introductory General Chemistry	
b. PRO CR 80 Athletes and Leadership	
<i>(Programs: Revisions)</i>	
c. Cosmetology AS/Certificate of Achievement .....	6
• Changed total hours to 1,000 (was 1,600)	
• Removed COSM 40, 50B, 50C from Required Related Science Courses	
• Removed COSM 31A from Required Hair Cutting Courses	
• Removed COSM 31B from Required Hair Styling Courses	
• Removed COSM 31C from Required Hair Coloring Courses	
• Removed COSM 21D from Required Permanent Wave Courses	
• Removed COSM 11E and COSM 31E from Required Curly Hair Technique Courses	
• Removed COSM 48 from Required Esthetician Courses	
• Removed "Advanced Courses for Career Success"	
d. Esthetician Certificate of Achievement .....	8
• Updated Program Learning Outcomes	
e. Changes to degrees and certificates as a result of courses considered on this agenda	
VIII. New Business	
• Update AR 5110, Sections 1 and 2	
IX. Old Business	
X. Adjournment	

*Please notify Sheila Cordova or Jason Beardsley by email if you are unable to attend this meeting.*

**The next Curriculum Committee meeting is March 2, 2022.**



1900 Pico Boulevard Santa Monica, CA 90405  
310.434.4611

## Curriculum Committee Minutes

Wednesday, December 1, 2021, 3:00 p.m.  
Zoom Meeting

### Members Present:

Sheila Cordova, <i>Chair</i>	Walker Griffy	Emin Menachekanian	Brandon Reilly
Jason Beardsley, <i>Vice Chair</i>	Hafedh Herichi	Jacqueline Monge	Briana Simmons
Bren Antrim	Alex Ibaraki	Maria Muñoz	Esau Tovar
Fariba Bolandhemat	Sharlene Joachim	Estela Narrie	Audra Wells
Susan Caggiano	Bradley Lane	Patricia Ramos	Dominic Prendergast (A.S.)
Lisa Collins			

### Members Absent:

Redelia Shaw	Lydia Strong	Denise White-Odimo (A.S.)
--------------	--------------	---------------------------

### Others Present:

Stephanie Amerian	Rachel Demski	Christyanne Melendez	Muriel Walker Waugh
Victoria Charles	Sira Hotsinpillar	Sehat Nauli	Wenise Wong
Sang Chi	Beatriz Magallon	Elaine Roque	

*(Information items are listed numerically; action items are listed alphabetically)*

### I. Call to Order and Approval of Agenda

The meeting was called to order at 3:04 pm. Motion to approve the agenda with no revisions.

**Motion made by:** Lisa Collins; **Seconded by:** Susan Caggiano

The motion passed unanimously. *(Maria Muñoz not present for vote)*

### II. Public Comments

None

### III. Announcements

None

### IV. Approval of Minutes

Motion to approve the minutes of November 17, 2021 with no revisions.

**Motion made by:** Estela Narrie; **Seconded by:** Audra Wells

The motion passed unanimously. *(Maria Muñoz not present for vote)*

### V. Chair's Report

The emergency meeting from December 8 is cancelled. We'll meet again on February 16, 2022.

### VI. Information Items

*(Non-Substantial Changes)*

1. AD JUS 2 Concepts of Criminal Law
2. CHEM 9 Everyday Chemistry

### VII. Action Items

*(Consent Agenda: Emergency DE to Fully Online)*

- a. CHEM 9 Everyday Chemistry
- b. KIN PE 58A Beginning Yoga  
Motion to approve Consent Agenda of CHEM 9 (VII. a.) and KIN PE 58A (VII. b.) with no revisions.  
**Motion made by:** Susan Caggiano; **Seconded by:** Walker Griffy  
The motion passed unanimously. (*Maria Muñoz not present for vote*)

*(Courses: New)*

- c. GEOL 12 Earth Science with Lab  
Motion to approve GEOL 12 with revisions to add SMC GE Area I.  
**Motion made by:** Jason Beardsley; **Seconded by:** Dominic Prendergast  
The motion passed unanimously. (*Maria Muñoz not present for vote*)
- d. HIST 47 51 LGBTQ U.S. History  
Motion to approve HIST 17 with revision to change course number to HIST 51 (HIST 17 was used in a previous course.)  
**Motion made by:** Brandon Reilly; **Seconded by:** Lisa Collins  
The motion passed unanimously.

*(Courses: Substantial Changes)*

- e. ENGL 30A Beginning Creative Writing (Change: prerequisite of ENGL 1 to a skills advisory)  
Motion to approve changes to ENGL 30A with no additional revisions.  
**Motion made by:** Esau Tovar; **Seconded by:** Estela Narrie  
The motion passed unanimously.

*(Courses: Distance Education)*

- f. GEOL 12 Earth Science with Lab  
Motion to approve distance education for GEOL 12 with no revisions.  
**Motion made by:** Susan Caggiano; **Seconded by:** Bradley Lane  
The motion passed unanimously.
- g. HIST 47 51 LGBTQ U.S. History  
Motion to approve distance education for HIST 51 with no revisions.  
**Motion made by:** Susan Caggiano; **Seconded by:** Bradley Lane  
The motion passed unanimously.
- h. SST 902 Sustainability Outreach  
Motion to approve distance education for SST 902 with revision to change Instructor's Technical Qualifications to "Instructor must be familiar with or have training in the college LMS in place.", remove language of "The college must be able to..."; and change Assessment percentage of "Written Composition" from 30% to 20%.  
**Motion made by:** Walker Griffy; **Seconded by:** Sharlene Joachim  
The motion passed unanimously.

*(Programs: Revisions)*

- i. Changes to degrees and certificates as a result of courses considered on this agenda  
Motion to approve changes to degrees and certificates as a result of courses considered on this agenda.  
**Motion made by:** Lisa Collins; **Seconded by:** Jason Beardsley  
The motion passed unanimously.

## VIII. New Business

- AR 4100 Graduation Requirements for Degrees and Certificates  
AR 4100 is approximately twenty pages in total. Beatriz would like to get feedback from the Curriculum Committee on two specific points – the 50% in-residency requirement for certificates, and

whether we should be able to waive local GE requirements for local degrees, including Math, English, and Global Citizenship, if a student has already completed an Associate or Bachelor degree at another accredited institution. Following discussion:

The Curriculum Committee does not have a recommendation for any minimum unit in-residency requirement for certificates as the college already requires a student to be enrolled in and complete at least one course, in order to petition for a certificate or degree.

The Curriculum Committee recommends an allowance to waive the local General Education requirement (including Math, English, and Global Citizenship) for local degrees for students that have already completed an Associate or Bachelor degree from an accredited institution.

#### **IX. Old Business**

- Goals and Objectives – Second Read  
Motion to approve the Goals and Objectives – Second Read  
**Motion made by:** Esau Tovar; **Seconded by:** Audra Wells  
The motion passed unanimously.
- Training  
Training will be held at the first meeting in Spring.

#### **X. Adjournment**

Motion to adjourn the meeting at 4:48 pm.

**Motion made by:** Lisa Collins; **Seconded by:** Jason Beardsley  
The motion passed unanimously.

Program Of Study

3. Program: Substantial Change: Cosmetology

Associate in Science (AS) / Certificate of Achievement

The Cosmetology Department is an exciting place of color, shape and beauty. We welcome you to join our program where you can obtain the education you need to succeed in the cosmetology, skin care, and nail care industries. These well-established programs will prepare you for a career as a platform artist, educator, stylist, colorist, salon owner, sales representative, and makeup artist, as well as offer you the opportunity to work in the television and movie industries, or on cruise ships. Our program prepares you to take the state board examination for a cosmetology license.

Information regarding the cosmetology program is available in the Cosmetology Department, (310) 434-4294, and through the SMC website ([www.smc.edu](http://www.smc.edu)).

**Program Learning Outcomes:**

Upon completion of the program, the student will be able to demonstrate professional level skill in hair cutting, hair coloring, hair styling, nail care and skin care. Additionally, the student will be proficient in health and safety procedures in common use in salons. Upon completion, the student will be eligible to take the state Board of Cosmetology and Barbering licensure exam.

Required Hours:

1,000 hours minimum, including the courses as specified below:

<i>Required Related Science Courses:</i>		6.0
COSM 10A <sup>DE</sup>	Related Science 1A*	1.0
COSM 10B <sup>DE</sup>	Related Science 1B*	1.0
COSM 20 <sup>DE</sup>	Related Science 2	1.0
COSM 30 <sup>DE</sup>	Related Science 3	1.0
COSM 50A <sup>DE</sup>	Related Science 5	2.0
<i>Required Hair Cutting Courses:</i>		1.5
COSM 21A	Hair Cutting 2	0.5
COSM 11A	Hair Cutting 1	0.5
COSM 42	Men's Hair Styling	0.5
<i>Required Hair Styling Courses:</i>		1.0
COSM 11B	Hair Styling 1	0.5
COSM 21B	Hair Styling 2	0.5
<i>Required Hair Coloring Courses:</i>		1.0
COSM 11C	Hair Coloring 1	0.5
COSM 21C	Hair Coloring 2	0.5
<i>Required Permanent Wave Courses:</i>		0.5
COSM 11D	Permanent Wave 1	0.5
<i>Required Curly Hair Technique Courses:</i>		0.5
COSM 21E	Curly Hair Techniques 2	0.5
<i>Required Nail Care Courses:</i>		1.5
COSM 16	Nail Care 1	0.5
COSM 26	Nail Care 2	0.5
COSM 36	Nail Care 3	0.5
<i>Required Esthetician Courses:</i>		2.0
COSM 18	Skin Care 1	0.5
COSM 28A	Skin Care 2A	0.5
COSM 28B	Skin Care 2B	0.5
COSM 48B	Advanced Make-Up	0.5
<i>Required Salon Management Course:</i>		2.0
COSM 64 <sup>DE</sup>	Salon Management	2.0

Advanced Courses for Career Success: Select at least two of the courses below (1 unit minimum):

*Salon Experience Courses:* 1.0

Theory and Practical Activity: In order to fulfill any outstanding required hours, students must enroll in one or more of the following Salon courses (1 unit minimum). NOTE: Students may NOT enroll in any of the courses below until they have completed at least 300 hours of practical activity AND have completed all of the following COSM courses above: 10A, 10B, 11A, 11B, 11C, 11D, 11E, 16, and 18.

COSM 95A	Salon Experience	1.0
COSM 95B	Salon Experience	2.0
COSM 95C	Salon Experience	3.0

\*COSM 10 is now 10A and 10B

**Total: 17.0**

Program Of Study

3. Program: Substantial Change: Esthetician

Certificate of Achievement

The esthetician program provides students with professional level skill in client consultation, skin analysis, manual, chemical, and electrical facials as well as eyebrow shaping, waxing, the application of strip and individual eyelashes, and makeup application. Additionally, students will become proficient in health and safety procedures in common use in salons and spas. Upon completion, the student will be eligible to take the State Board of Cosmetology and Barbering/NIC Esthetician licensure exam.

**Program Learning Outcomes:**

Upon completion of the program, students will demonstrate entry level proficiencies needed in a professional spa environment including skin analysis, product application, massage and waxing techniques required for specific skin types and skin conditions. Students will be able to demonstrate knowledge of electrical modalities and chemical peels at a level applicable to enter the esthetic workplace as well as pass their California Board of Barbering and Cosmetology Esthetic examination.

*Required Hours:*

600 hours minimum including the courses as specified below

*Required Related Science Courses:*

		5.0
COSM 10A <sup>DE</sup>	Related Science 1A	1.0
COSM 10B <sup>DE</sup>	Related Science 1B	1.0
COSM 20 <sup>DE</sup>	Related Science 2	1.0
COSM 30 <sup>DE</sup>	Related Science 3	1.0
COSM 50E <sup>DE</sup>	Written Preparation for Esthetician State Board Exam	1.0

*Required Esthetician Courses:*

		4.0
COSM 18	Skin Care 1	0.5
COSM 28A	Skin Care 2A	0.5
COSM 28B	Skin Care 2B	0.5
COSM 38	Skin Care 3	0.5
COSM 38B	Mechanical Exfoliation	0.5
COSM 38C	Chemical Exfoliation	0.5
COSM 48	Skin Care 4	0.5
COSM 48B	Advanced Make-Up	0.5

*Required Salon Management Course:*

COSM 64 <sup>DE</sup>	Salon Management	2.0
-----------------------	------------------	-----

*Theory and Practical Activity: In order to fulfill any outstanding required hours, students must enroll in one or more of the following Salon courses (1 unit minimum). NOTE: Students may NOT enroll in any of the courses below until they have completed at least 90 hours of practical activity AND have completed all of the following COSM courses above: 10A, 10B, and 18.*

COSM 95A	Salon Experience	1.0
COSM 95B	Salon Experience	2.0
COSM 95C	Salon Experience	3.0
COSM 95D	Salon Experience	4.0

**Total: 12.0**