



1900 Pico Boulevard Santa Monica, CA 90405
310.434.4611

Curriculum Committee Minutes

Wednesday, November 1, 2023, 3:00 p.m.
Drescher Hall, Loft (3rd Floor, Room 300-E)
Zoom (guests/members of the public)

Members Present:

Sal Veas, <i>Chair</i>	Susan Caggiano	Susan Fila	Jesus Lopez
Dione Carter, <i>Vice Chair</i>	Javier Cambron	Christina Gabler	Redelia Shaw
Jason Beardsley	Evelyn Chantani	Walker Griffy	Scott Silverman
Mary Bober	Lisa Collins	Esmeralda Hernandez (A.S.)	Briana Simmons
Fariba Bolandhemat	Rachel Demski	Sharlene Joachim	Audra Wells
Walter Butler			

Members Absent:

Aileen Huang*	Jacqueline Monge*	Estela Narrie	Lydia Strong*
Alex Ibaraki	Justin Liu (A.S.)		

**Attended via Zoom – voting members of the committee unable to attend in-person may join as a guest on zoom but cannot move or vote on action items.*

Others Present:

Garen Baghdasarian	Sheila Cordova	Brian Driscoll	Sri Susilowati
Scott Bishop	Andria Denmon	Steven Sedky	Olivia Vallejo
James Cheesman			

(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 3:05 pm. Motion to approve the agenda with no revisions.

Motion made by: Scott Silverman; **Seconded by:** Dione Carter

The motion passed unanimously.

II. Public Comments

None

III. Announcements

- Justin Liu is absent today – Esmeralda Hernandez will be filling in as A.S. representative today.
- Jason Beardsley announced an email will be sent soon regarding the SLO ambassador project. Curriculum Representatives will have first consideration – if you’re interested, please notify your department chair. There will be another meeting with Academic Affairs, the Academic Senate, and the Faculty Association to finalize details for the SLO/PLO Coordinator position. Currently, the ambassador program is a limited time project for Spring 2024. But the goal is to get the Coordinator on board for longer term work and goals. The goal is to hire the SLO/PLO Coordinator by the Spring 2024 semester.

IV. Approval of Minutes (October 18, 2023)

Motion to approve the minutes of October 18, 2023 with no revisions.

Motion made by: Audra Wells; **Seconded by:** Scott Silverman

The motion passed with the following vote: Y 16; N 0; A 1 (Redelia Shaw)

V. Chair's Report

- Emeritus updates: Because of the META workflow, and due to no full-time faculty in Emeritus, the new and changed Emeritus courses are being worked on by Sal and Rostom Sarkissian. The courses coming through are related to the courses that were on the last agenda for May.
- We are meeting every Monday for Tech Review for the last two meetings for Fall. The November 15th agenda is set, and will be sent out this Friday. The November 29th agenda will go out on November 17th. If anything comes in "last minute", we will add it as an addendum to the agenda as long as it meets the timeline requirements of the Brown Act.
- We're trying to come up with new feedback system for member comments before the meetings – possibly a Microsoft 365 spreadsheet? The META comments is lacking features (no notifications, very small text box, etc.)

VI. Information Items

1. Curriculum Orientation (*continued*)

- Printed agendas
- Meetings and related actions
- Brown Act Requirements
- Past Practices

If you no longer want a printed copy of the agenda mailed, please email Sal and Rachel.

The Brown Act requires agendas (or addendums to the agenda) to have at minimum 72 hours notice (the Friday before the Curriculum Committee meeting). The Brown Act also requires roll-call voting (with names) to be reflected in the minutes when an item does not pass unanimously.

2. Annual Curriculum Auto-Approval Certification

We have signed and submitted the Annual Curriculum Auto-Approval Certification to the Chancellor's Office, which allows for automatic approval of certain courses and programs when uploaded to COCI.

3. Work-Based Learning Catapult Training

You should have received an email re: catapult training. We're piloting it this semester. Steven will send out additional information next week. Eight other schools are participating.

4. UC 2023-2024

- APPROVED:
 - AQUA 1, 10A
 - BIOL 32, 35
 - DANCE 31B, 32B
 - ETH ST 6, 7, 8
 - ENGL 63
 - HIST 51
 - GEOG 12/GEOL 12
 - KIN PE 34D
 - PSYCH 33
 - SPAN 1A/1B
 - VAR PE 11D
- DENIED:
 - AQUA 3
 - BIOL 31
 - ENGL 71, 72, 73, 74
 - GEOL 6
 - KOREAN 3

(Non-Substantial Changes)

5. ACCTG 40A Data Analytics for Accounting (minor updates to course description)
6. DANCE 5 Dance History (minor updates to course description; SLOs; course objectives; course content; methods of presentation; textbooks; assignments)
7. DANCE 20 World Dance Styles and Forms (minor updates to course description)
8. MUSIC 33 Jazz in American Culture (minor updates to course description; SLOs; objectives; methods of presentation; methods of evaluation; textbooks)
9. PHOTO 1 Introduction to Photography (minor updates to course description; SLOs; course content; methods of evaluation; assignments; DE application)

VII. Action Items

(Consent Agenda: Program Maps)

- a. Esthetician Certificate of Achievement Program Map
Motion to approve the Esthetician Certificate of Achievement Program Map with no revisions.
Motion made by: Scott Silverman; **Seconded by:** Lisa Collins
The motion passed unanimously.

(Courses: New)

- b. EMERITUS OCC E21 The Perils of Social Media
Motion to approve EMERITUS OCC E21 with revisions to the course description (addition of “X (formerly known as Twitter”)), SLOs, and course objectives.
Motion made by: Redelia Shaw; **Seconded by:** Dione Carter
The motion passed unanimously.

(Courses: Substantial Changes)

- c. ACCTG 45/BUS 45 Individual Financial Planning (prerequisite: MATH 31 to “Elementary Algebra”)
Motion to approve prerequisite change to ACCTG 45/BUS 45 with no additional revisions.
Motion made by: Walker Griffy; **Seconded by:** Jason Beardsley
The motion passed unanimously.
- d. ARC 11 Design Communication 1 (changed: hours 1.5 lecture/4.5 lab to 2 lecture/3 lab (no change in units))
- e. ARC 21 Design Communication 2 (changed: course description/notes; hours: 1.5 lecture/4.5 lab to 2 lecture/3 lab – no change in units)
- f. ARC 31 Design Communication 3 (changed: course notes; hours: 1.5 lecture/4.5 lab to 2 lecture/3 lab – no change in units)
- g. ARC 41 Design Communication 4 (changed: course description/notes; hours 1.5 lecture/4.5 lab to 2 lecture/3 lab – no change in units)
- h. ARC 51 Design Communication 5 (changed: course description; hours 1.5 lecture/4.5 lab to 2 lecture/3 lab – no change in units)
- i. ARC 70 Portfolio (changed: hours/units: 0.5 lecture/1.5 lab/1 unit to 1 lecture/3 lab/2 units)
Motion to approve changes to ARC 11 (VII. d.), ARC 21 (VII. e.), ARC 31 (VII. f.), ARC 41 (VII. g.), ARC 51 (VII. h.), and ARC 70 (VII. io.) as a block with no additional revisions.
Motion made by: Mary Bober; **Seconded by:** Scott Silverman
The motion passed unanimously.
- j. BIOL 31 Fundamentals of Biotechnology 2: From Genes to Proteins (changed: SLOs)
Motion to approve changes to BIOL 31 with no additional revisions.
Motion made by: Scott Silverman; **Seconded by:** Lisa Collins
The motion passed unanimously.
- k. BIOL 32 Cell Culture Methods & Techniques (changed: SLOs)
Motion to approve changes to BIOL 32 with no additional revisions.
Motion made by: Redelia Shaw; **Seconded by:** Audra Wells
The motion passed unanimously.

- l. BIOL 33 Immunoassay Methods (changed: SLOs; course objectives)
Motion to approve changes to BIOL 33 with no additional revisions.
Motion made by: Jason Beardsley; **Seconded by:** Dione Carter
The motion passed unanimously.
- m. BIOL 35 Nanobiotechnology (changed: SLOs; course objectives; sample assignments)
Motion to approve changes to BIOL 35 with no additional revisions.
Motion made by: Lisa Collins; **Seconded by:** Redelia Shaw
The motion passed unanimously.
- n. COUNS 910 ABI Connections (changed: hours: 7.5 lecture to 5 lecture (units N/A – noncredit))
Motion to approve changes to COUNS 910 with no additional revisions.
Motion made by: Scott Silverman; **Seconded by:** Dione Carter
The motion passed unanimously.

(Courses: Distance Education)

- o. EMERITUS OCC E21 The Perils of Social Media
Motion to approve distance education for EMERITUS OCC E21 with no revisions.
Motion made by: Jason Beardsley; **Seconded by:** Walker Griffy
The motion passed unanimously.

(Courses: Global Citizenship)

- p. DANCE 5 Dance History
Motion to approve Global Citizenship for DANCE 5 with no revisions.
Motion made by: Scott Silverman; **Seconded by:** Christina Gabler
The motion passed unanimously.

(Courses: Deactivation)

- q. GR DES 18 Introduction to Graphic Design Applications
 - r. GR DES 21 Electronic Prepress and Publishing
 - s. GR DES 32 Marker Techniques
 - t. GR DES 34 Publication and Page Design I
 - u. GR DES 34S Gr Des 34s
 - v. GR DES 35 Sketching for Graphic Design
 - w. GR DES 41 Graphic Design Studio 2
 - x. GR DES 44 Publication and Page Design 2
 - y. GR DES 51 Graphic Design Studio 3
 - z. GR DES 54 Digital Illustration 2
 - aa. GR DES 60 Design Research
 - bb. GR DES 64 Digital Imaging for Design
 - cc. GR DES 87 Gr Des 87
- Motion to approve deactivation of GR DES 18 (VII. q.), GR DES 21 (VII. r.), GR DES 32 (VII. s.), GR DES 34 (VII. t.), GR DES 34S (VII. u.), GR DES 35 (VII. v.), GR DES 41 (VII. w.), GR DES 44 (VII. x.), GR DES 51 (VII. y.), GR DES 54 (VII. z.), GR DES 60 (VII. aa.), GR DES 64 (VII. bb.), GR DES 87 (VII. cc.) as a block with no revisions.
Motion made by: Walker Griffy; **Seconded by:** Dione Carter
The motion passed unanimously.

(Programs: New)

- dd. Applied Music Certificate of Achievement
Motion to approve Applied Music Certificate of Achievement with no revisions.
Motion made by: Scott Silverman; **Seconded by:** Dione Carter
The motion passed unanimously.
- ee. Guitar Certificate of Achievement

The Guitar Certificate of Achievement will be moved to the November 15 Curriculum Committee meeting, as it includes a required course (MUSIC 49) that will appear on the November 15 agenda.

(Programs: Revisions)

ff. Changes to degrees, certificates, and program maps as a result of courses considered on this agenda.

Motion made by: Jason Beardsley; **Seconded by:** Susan Fila

The motion passed unanimously.

VIII. New Business

None

IX. Old Business

None

X. Adjournment

Motion to adjourn the meeting at 4:57 pm.

Motion made by: Redelia Shaw; **Seconded by:** Jesus Lopez

The motion passed unanimously.