

SANTA MONICA COLLEGE CURRICULUM COMMITTEE MEETING MINUTES OF MARCH 4, 2009

The Santa Monica College Curriculum Committee was called to order by Mary Colavito at 3:06 p.m.

Members Present:	Mary Colavito, Chair	Erica LeBlanc	Wendy Parise
	Georgia Lorenz, Vice Chair	Helen LeDonne	Judith Remmes
	Brenda Benson	Jae Lee	Saul Rubin
	Jose Cue	Judy Marasco	Mary Lynne Stephanou
	Guido Davis Del Piccolo	Walter Meyer	Gary Taka
	Diane Gross	Estela Narrie	Carol Womack
	Randy Lawson	Kristoph Oedman	

Members Absent:	Juan Quevedo	Jeff Shimizu
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Others Present:	Zeny Baduel	Jinan Darwiche	Laura Manson
	Fran Chandler	Maral Hyeler	Ellie Zenhari

Approval of Minutes: The minutes of December 3, 2008 were unanimously approved.

- Chair's Report:**
- Mary Colavito announced that the Academic Senate at their December 9th meeting passed the following: New Courses—Chinese 9, Cosmetology 75A-B-C-D, Photography 5 and Photography 21; the revisions of AR 5113 were approved as a first reading. Note: Mary Colavito announced that AR 5113 was approved as a second reading on March 3rd.
 - Mary Colavito welcomed Saul Rubin as a new member of the Committee replacing Barbara Baird who is retiring.
 - Mary Colavito announced that Executive Vice President Randy Lawson received the 2009 Leadership Award for Administrative Excellence by the Association of California College Administrators (ACCA).
 - Georgia Lorenz distributed a flyer about the upcoming “Food for Thought” series sponsored by the Global Citizenship initiative.
 - Mary Colavito announced that the Theatre Arts Department has submitted their courses as part of their Program Review. Their courses will be in a future agenda this Spring.
 - Mary Colavito and Georgia Lorenz may refer Committee members representing departments going through Program Review to meet with a representative from that department to assist them through this process.
 - Mary Colavito is attending the orientation meetings for Program Review to answer questions and assist them in this process. A program goes through Program Review every six years.
 - Randy Lawson shared that there is a movement by the Statewide Academic Senate regarding Title 5 to go to the Board of Governors in May to revisit defining the Associate in Arts Degree versus the Associate in Science Degree.

- Information Items:**
1. Accounting 06: Accounting Consolidations (course update)
 2. Accounting 07: Accounting Special Topics (course update)
 3. ECE 02: Principles and Practices of Teaching Young Children (course update; removed prerequisite; title change *from* Early Childhood Education Program *to* Principles and Practices of Teaching Young Children)
- (Information Items cont.)
4. ECE 11: Child, Family and Community (course update; title change *from* Home, School and Community *to* Child, Family and Community)

5. ECE 21: Observation and Assessment (course update; title change *from* Early Childhood Practices *to* Observation and Assessment)
6. ECE 22: ECE Field Experience (course update; title change *from* Practicum on Early Intervention *to* ECE Field Experience)
7. ECE 23: Fieldwork in Early Intervention (course update)
8. ECE 45: Children with Special Needs (course update; title change *from* Education of Exceptional Children *to* Children with Special Needs)
9. ECE 49: Early Intervention Strategies (course update; title change *from* Exceptional Children in the Classroom *to* Early Intervention Strategies)
10. ESL 11B: Basic English 2 (course update)
11. ESL 17: Intermediate Reading Skills (course update)
12. ESL 20A: Advanced Grammar Workshop 1 (course update)
13. ESL 25: Composition Fundamentals Review (course update)
14. ESL 28: Academic Vocabulary Skills (course update)

Consent Agenda:

1. **Cosmetology 75A-B-C-D: Instructional Techniques in Salon**—presented by Helen LeDonne (confirmation of prerequisite of Cosmetology 50B and Advisory: Cosmetology License).
2. **CS 08: Systems Analysis and Design**—presented by Jinan Darwiche (course update; prerequisite changed *to* “any programming course”).
3. **ECE 64: Health Safety and Nutrition for Young Children**—presented by Laura Manson (course update; deleting prerequisites of ECE 2, 11, and Psychology 11; title change *from* Child Health, Safety and Nutrition *to* Health, Safety and Nutrition for Young Children.
4. **Graphic Design 65: Web Design 1**—presented by Zeny Baduel and Georgia Lorenz (course update; changed prerequisite of Graphic Design 18 or ET 11 *to* an advisory).

Randy Lawson moved to approve the Consent Agenda. The motion passed unanimously.

**Program Review:
(Information Items)**

Kinesiology/Athletics

1. KIN PE 01A: Adaptive (course update)
2. KIN PE 02: Achieving Lifetime Fitness (course update)
3. KIN PE 09B: Intermediate Basketball (course update)
4. KIN PE 09W: Advanced Basketball for Women (course update)
5. KIN PE 10: Fitness Center Lab (course update)
6. KIN PE 11A: Beginning Weight Training (course update)
7. KIN PE 11B: Intermediate Weight Training (course update)
8. KIN PE 11N: Individual Weight Training (course update)
9. KIN PE 16A: Beginning Rock Climbing (course update)
10. KIN PE 16B: Intermediate Rock Climbing (course update)
11. KIN PE 17: Boxing for Fitness (course update)
12. KIN PE 19A: Fitness-Anaerobic Exercises (course update)
13. KIN PE 19B: Fitness-Anaerobic Exercises (course update)
14. KIN PE 19C: Fitness-Body Level Exercises (course update)
15. KIN PE 19D: Aqua Calisthenics (course update)
16. KIN PE 19E: Pilates Mat Exercises (course update)
17. KIN PE 21C: Advanced Touch Football (course update; title change *from* Advanced Football for Men *to* Advanced Touch Football)
18. KIN PE 25A: Beginning Golf (course update)
19. KIN PE 25B: Intermediate Golf (course update)

(Info Items cont.)

20. KIN PE 25C: Advanced Golf (course update)
21. KIN PE 37A: Racquetball (course update)

22. KIN PE 37B: Intermediate Racquetball (course update)
23. KIN PE 50A: Beginning Water Polo (course update)
24. KIN PE 50C: Advanced Water Polo (course update)
25. KIN PE 54A: Beginning Tennis, First Level (course update)
26. KIN PE 54B: Beginning Tennis, Second Level (course update)
27. KIN PE 54C: Intermediate Tennis (course update)
28. KIN PE 54D: Advanced Tennis (course update)
29. PRO CR 03: Coaching of Racquet Sports (course update)
30. PRO CR 04: Coaching of Track and Field (course update)
31. PRO CR 10: Introduction to Kinesiology (course update)
32. PRO CR 11: Introduction to Sports Injuries (course update)
33. PRO CR 15: Sports Management (course update)
34. PRO CR 29A: Officiating Fall Sports (course update)
35. PRO CR 29B: Officiating Spring Sports (course update)
36. VAR PE 14W: Varsity Cross Country for Women (course update)
37. VAR PE 50V: Varsity Water Polo for Men (course update)
38. VAR PE 56W: Varsity Track and Field for Women (course update)
39. VAR PE 57V: Varsity Volleyball for Men (course update)

New Courses:

- 1. Business 15: Introduction to Insurance with Code and Ethics—**presented by Fran Chandler. The purpose of this course is to introduce students to the basic overview of the property/casual insurance system. It is designed for those students who have little or no knowledge of insurance. In addition, this course will enable students to understand and apply the proper ethical behavior and obligations related to the insurance field.

Carol Womack moved to approve Business 15 with the following changes:

- On the Course Approval and Data Sheet:
 - Total Instruction Hours – Change to “36.”
- On the Course Outline:
 - Transfer – Add “CSU.”

The motion passed unanimously.

- 2. Business 16: Personal Insurance—**presented by Fran Chandler. In this course, students will learn the essentials of personal insurance coverages. Personal property and liability topics will include automobile, homeowners, and other residential insurance, planning, life insurance and health insurance will be covered.

Carol Womack moved to approve Business 16. The motion passed unanimously.

- 3. Business 17: Property and Liability Insurance—**presented by Fran Chandler. In this course, students will learn the basics of property and liability insurance. It covers types of insurers, institutions that provide insurance, insurance regulation, and measurement of financial performance. It also covers insurance operations, including marketing techniques, underwriting claims, insurance contracts, loss exposure and risk management.

Carol Womack moved to approve Business 17. The motion passed unanimously.

(New Courses cont.)

- 4. Business 18: Commercial Insurance**—presented by Fran Chandler. In this course, students will learn the basics of commercial insurance in preparation for employment as entry level insurance professionals. It covers commercial property insurance, business income insurance, commercial crime insurance, equipment breakdown insurance, inland and ocean marine insurance, commercial general liability insurance, commercial automobile insurance and miscellaneous commercial insurance coverage.

Carol Womack moved to approve Business 17. The motion passed unanimously.

- 5. ECE 17: Introduction to Curriculum**—presented by Laura Manson and Wendy Parise. This course presents an overview of knowledge and skills related to providing appropriate curriculum and environments for young children from birth to age 6. Students will examine a teacher's role in supporting development and fostering the joy of learning and the role of play. An overview of content areas will include but are not limited to: Language and literacy, social and emotional learning, sensory learning, art, music and creativity, math and science.

Judy Marasco moved to approve ECE 17. The motion passed unanimously.

- 6. ECE 70: The Hanen Language Program**—presented by Laura Manson and Wendy Parise. This course teaches the methods of the Hanen Centre's "Learning Language and Loving It" research based program designed to facilitate language acquisition skills in young children. It provides students with a step-by-step approach to promoting children's social, language and literacy development within everyday activities in early childhood settings. Students will learn how to create enriched interactive language-learning environments that include children with special needs, second language learners and those who are typically developing. This class requires students to have ongoing access to young children (any age from birth to 8) in a family child care or early childhood education program. Students will need access to a digital video camera in order to document their interactions with young children.

Judy Marasco moved to approve ECE 70 with the following change:

- On the Course Approval and Data Sheet:
 - #13 – Appropriate discipline(s) for faculty teaching the course – Remove: "Any of the following faculty must also possess a current Hanen Corporation Certification in order to teach this class."

The motion passed unanimously.

Distance Education:

- 1. Business 15: Introduction to Insurance with Code and Ethics**—presented by Fran Chandler.
- 2. Business 16: Personal Insurance**—presented by Fran Chandler.
- 3. Business: 17: Property and Liability Insurance**—presented by Fran Chandler.
- 4. Business 18: Commercial Insurance**—presented by Fran Chandler.

Jose Cue moved to approve Business 15, 16, 17, and 18 as Distance Education courses. The motion passed unanimously.

(Distance Education
cont.)

5. CS 8: Systems Analysis and Design—presented by Jinan Darwiche.

Estela Narrie moved to approve CS 8 as a Distance Education course. The motion passed unanimously.

6. ECE 17: Introduction to Curriculum—presented by Laura Manson.

7. ECE 70: The Hanen Language Program—presented by Laura Manson.

Helen LeDonne moved to approve ECE 17 and 70 as Distance Education courses. The motion passed unanimously.

**Noncredit—
Continuing Education:**

1. ESL 906: English as a Second Language-Level 6 (course update).

2. Nursing 900: Supervised Tutoring (course update).

Certificates:

1. Insurance Professional – Department Certificate of Achievement—presented by Fran Chandler.

2. Insurance Specialist – Certificate—presented by Fran Chandler.

3. Web Design – Department Certificate—presented by Zeny Baduel.

Erica LeBlanc moved to approve the above certificates. The motion passed unanimously.

**Old Business:
Adjournment:**

The meeting was adjourned at 4:50 p.m.

Next Meeting:

The next meeting of the Curriculum Committee will be Wednesday, March 18, 2009, at 3:00 p.m. in DH-300E, The Loft.

Respectfully submitted,
Georgia Lorenz
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