CURRICULUM COMMITTEE ❙ MINUTES

Wednesday, May 16, 2012 ❙ 3:00 p.m.
Loft Conference Room – Drescher Hall 300-E

Members Present:

Guido Davis Del Piccolo, *Chair*	Aileen Huang	Eric Minzenberg	David Shirinyan
Georgia Lorenz, *Vice Chair*	Maral Hyeler	Estela Narrie	Edie Spain
Brenda Benson	Randal Lawson	James Pacchioli	Gary Taka
Ellen Cutler	Helen LeDonne	Deborah Schwyter	Van Tran
Jasmine Delgado	Emily Lodmer	Kevin Shaw	Marco Vivero
Keith Fiddmont	Walter Meyer	Jeffery Shimizu	Carol Womack
Diane Gross			Julie Yarrish

Others Present:

Fariba Bolandhemat	Ford Lowcock	Eric Oifer	Josh Sanseri
Chris Fria	Pat Mantabe	Yvonne Ortega	Joy Tucker
Cynthia Gonzalez		Kathryn St. Amant	Sal Veas

M I N U T E S

(Items for action are listed alphabetically; items for information are listed numerically)

I. Call to order:
The meeting was called to order at 3:10 p.m.

II. Public Comments:
None

III. Approval of Minutes:
The minutes of May 2, 2012 were approved as corrected. The corrected version of the minutes is posted online.

IV. Chair's report:

- The Academic Senate approved the following on May 8, 2012:

(Consent Agenda)
   a. Broadcasting and Communication disciplines to be renamed 'Media Studies'

(New Courses)
   b. COM ST 31: Research Methods for Communication Studies
   c. VAR PE 43V: Varsity Soccer For Men

(Distance Education)
   d. ECE 48: Adult Supervision And Mentoring
   e. GEOG 20/GIS 20/CIS 20: Introduction To Geographic Information Systems

- The Chair thanked the following members (terms of office ended) for their service to the Curriculum Committee:
   o Helen LeDonne (Cosmetology, Photo/Fashion)
   o Diane Gross (Design Technology, Computer Science Information Systems)
   o Eric Minzenberg (Earth Science, Modern Languages & Cultures)

*Five minutes is allotted to any member of the public who wishes to address the Curriculum Committee on a specific agenda item, for general public comments, or non-agenda items.

- o Edie Spain (Kinesiology/Dance/Rec, Athletics, Public Programs, Health Science)
        - o Aileen Huang (Business, Communications): Ms Huang is stepping down prior to her term ending, as she is taking on additional responsibilities within her department.
    - The Vice Chair thanked the Chair for his leadership, especially with the transition to CurricUNET.
    - The Chair welcomed the two new Associated Students representatives for the next academic year, Kevin Shaw and Van Tran.

V. Information items:

(Course Updates)

1. BUSINESS 53: Importing And Exporting
2. COM ST 22 Introduction To Forensics
3. HISTORY 47: The Practice of History
4. MEDIA 1: Survey of Mass Media Communications
5. MEDIA 2: Reading Media Acquiring Media Literacy Skills
6. MEDIA 10: Media, Gender, and Race

VI. Action items:

(Consent Agenda)

a. Renaming of degree from "Speech" to "Communication Studies (formerly Speech)"
b. POL SC 95: Public Policy –Experiential Learning: Change from "Prerequisite: POL SCI 31, Introduction to Public Policy" to "Prerequisite or Corequisite: POL SC 31"

Motion made by: Diane Gross   **Seconded by:** James Pacchioli
The motion passed unanimously.

(New Courses)

c. **BUS 34: Introduction to Social Media Marketing** - presented by Sal Veas and Joy Tucker.

Walter Meyer made a motion to approve Business 34 with the following changes:
- Expand Minimum Qualifications to read as follows:
    - o Business (Masters Required)
    - o Business Education (Masters Required)
    - o Management (Masters Required)
    - o Marketing (Masters Required)
    - o Communications Studies (Masters Required)
    - o Journalism (Masters Required)
    - o Mass Communication (Masters Required)
    - o Media Production
    - o Public Relations

- Replace sentence within parentheses in first sentence of catalog description with the word "marketing" such that it reads: *This course provides students with an introduction to social media marketing including social communities, publishing, entertainment, and commerce.*
- Add the words "Marketing and.." to the beginning of sentences in all components of the course content contributing to 15% of the total

Motion made by: Walter Meyer   **Seconded by:** Marco Vivero
The motion passed unanimously

d. **CIS 67: WordPress –** presented by Kathryn St. Amant and Fariba Bolandhemat

James Pacchioli moved to approve CIS 67 with the following changes:
- Grammatical corrections in rationale and course content
- Replace the word "understand" with "demonstrate" in Course objective #2
- CIS 54 and CIS 60A are prerequisites only (not pre/corequisites as shown on All Fields report)
- Delete "Expected frequency- daily basis" in Student-Student Interaction (DE application)
- Combine "Discussion" (3%) with "Discussion Boards" (12%) under 'Online Class Activities…engagement' (DE application)

Motion made by: James Pacchioli   **Seconded by:** Emily Lodmer
The motion passed unanimously

Prerequisites: CIS 54, CIS 60A

Motion made by: James Pacchioli   **Seconded by:** Marco Vivero
The motion passed unanimously.

e. **CIS 70: Social Media Applications -** presented by Kathryn St. Amant and Fariba Bolandhemat.

Jeff Shimizu made a motion to defer the approval of CIS 70 until the first meeting in the Fall 2012 semester to allow for a dialogue between the Design Tech and CSIS departments, as there are concerns that this course has components that are similar to Graphic Design courses.

Motion: To defer the approval of CIS 70 till the first meeting in Fall 2012

Motion made by: Jeff Shimizu   **Seconded by:** David Shirinyan
Yeses: 16   **Noes:** 5   **Abstentions:** 1
(One member absent for vote, two student votes only)

f. **NUTR 3: Introduction to the Dietetics Profession –** presented by Yvonne Ortega.

Motion made by: Maral Hyeler   **Seconded by:** Deborah Schwyter
The motion passed unanimously.

g. **NUTR 8: Principles of Food Preparation –** presented by Cynthia Gonzalez.
Emily Lodmer moved to approve NUTR 8 with the following changes:

- Remove the words "Understand and" from Course Objective #3

Motion made by: Emily Lodmer   **Seconded by:** Jeff Shimizu
The motion passed unanimously.

h. **OFTECH 28: Electronic Health Records –** presented by Pat Mantabe.
David Shirinyan moved to approve OFTECH 28 with the following changes:
- Spell out 'Electronic Health Records' in the first reference to 'EHR' in the catalog description

- Add schedule advisory regarding the use of the software in a Windows environment
- Incorporate content under "Chat Rooms" to "Discussion"; change the latter to read "Discussion and Email" (under DE application – Online Class activities…engagement) and add percentages to total of 15%.

Motion made by: David Shirinyan   **Seconded by:** Diane Gross
The motion passed unanimously.

Prerequisite of OFTECH 20

Motion made by: Maral Hyeler   **Seconded by:** Eric Minzenberg
The motion passed unanimously.

i. **PHOTO 31: Introduction: Photographing People –** presented by Josh Sanseri and Ford Lowcock.
Jeff Shimizu moved to approve Photo 31 with the following change:
- Change Photo 39 to Pre/Corequisite

Motion made by: Jeff Shimizu   **Seconded by:** Julie Yarrish
The motion passed unanimously.

Prerequisite of Photo 30 and Pre/Corequisite of Photo 39

Motion made by: Jeff Shimizu   **Seconded by:** Julie Yarrish
The motion passed unanimously.

j. **PHOTO 33: Techniques of Lighting: Product –** presented by Josh Sanseri and Ford Lowcock.
Jeff Shimizu moved to approve Photo 33 with the following change:
- Change Photo 39 to Pre/Corequisite

Motion made by: Jeff Shimizu   **Seconded by:** Julie Yarrish
The motion passed unanimously.

Prerequisite of Photo 30 and Pre/Corequisite of Photo 39

Motion made by: Brenda Benson   **Seconded by:** Diane Gross
The motion passed unanimously.

(Distance Education)

k. **BUS 34: Introduction to Social Media Marketing**
Motion made by: Randal Lawson   **Seconded by:** Estela Narrie
The motion passed unanimously.

l. **BUS 53: Importing And Exporting**
Motion made by: Aileen Huang   **Seconded by:** Julie Yarrish
The motion passed unanimously.

m. **CIS 67: WordPress**
Motion made by: Marco Vivero   **Seconded by:** Helen LeDonne
The motion passed unanimously.

n. **CIS 70: Social Media Applications (see motion under VI.e)**

    o. **OFTECH 28: Electronic Health Records**

    Motion made by: Randal Lawson   **Seconded by:** Eric Minzenberg
    The motion passed unanimously.

(Degrees & Certificates)

    p. **Associate in Science-Transfer, Business (AS-T Business) –** presented by Joy Tucker.
    Motion made by: Estela Narrie   **Seconded by:** Brenda Benson
    The motion passed unanimously.

    q. **Associate in Arts-Transfer, History (AA-T History)**
    Motion made by: Eric Minzenberg   **Seconded by:** Walter Meyer
    The motion passed unanimously.

    r. **Removal of "Fundamentals of Interior Architectural Design" and Level 1 certificate for Digital Media; rename Level 2 certificate "Digital Media"**
    Chris Fria, department chair, conveyed that the Advisory Board had not been consulted formally regarding the removal of the Level 1 certificates. However, in general there is agreement among Advisory Board members and the department that the Level 2 certificate prepares students for employment.

    Motion: Removal of "Fundamentals of Interior Architectural Design"
    (suggestion made to department to redesign it as a department certificate)

    Motion made by: Randal Lawson   **Seconded by:** Walter Meyer
    Yeses: 18   **Noes:** 0   **Abstentions:** 2
    (Three members absent at vote, two student votes counted)

    Motion: Remove Level 1 certificate for Digital Media and rename Level 2 certificate "Digital Media" (suggestion made to department to redesign it as a department certificate)
    Motion made by: Marco Vivero   **Seconded by:** Aileen Huang
    Yeses: 18   **Noes:** 0   **Abstentions:** 2
    (Three members absent at vote, two student votes counted)

(Old Business)

    s. **CLEP Exams and SMC Credit (Degree, GE, and Course Equivalency) –** presented by Guido Davis DelPiccolo

    Motion made by: Randal Lawson   **Seconded by:** Julie Yarrish
    The motion passed unanimously.

    t. **Revision of Ecological Literacy Criteria (Global Citizenship requirement) –** presented by Eric Oifer.

    Motion made by: Randal Lawson   **Seconded by:** Eric Minzenberg
    The motion passed unanimously.

VII. Adjournment:
    The meeting was adjourned at 5:58 p.m.