



# CURRICULUM COMMITTEE | MINUTES

Wednesday, December 5, 2012 | 3:00 p.m.

Loft Conference Room – Drescher Hall 300-E

## Members Present:

Guido Davis Del Piccolo, <i>Chair</i>	Keith Fiddmont	Estela Narrie	Jeffery Shimizu
Georgia Lorenz, <i>Vice Chair</i>	Roberto Gonzalez	James Pacchioli	David Shirinyan
Brenda Antrim	Pat Halliday	Elaine Roque	Gary Taka
Ellen Cutler	Randal Lawson	Deborah Schwyter	Toni Trives
			Julie Yarrish

## Members Absent:

Ariel Alexander	Emily Lodmer	Walter Meyer	Oliver Shapiro
Jose-Manuel Gonzalez	Walt Louie	Josh Sanseri	

## Others Present:

Vicki Drake

## 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 3:08 p.m.

### II. Public Comments\*:

None.

### III. Approval of Minutes:

The minutes of November 7, 2012 were approved as presented.

### IV. Chair's report:

- The Academic Senate approved the following on November 13, 2012:
  - (New Course)
    - a. Photo 32: Photographing People: Advanced
  - (Degrees & Certificates: REVISIONS)
    - b. Medical Coding and Billing Specialist Associate Degree and Certificate of Achievement • Addition of OFTECH 28: Electronic Health Records, to the list of required courses: increase of 3 units from 33-34 units to 36-37 units
    - c. Medical Administrative Assistant Associate Degree and Certificate of Achievement • Addition of OFTECH 28: Electronic Health Records to the list of required courses: increase of 3 units from 33 to 36 units
    - d. Public Policy Degree Associate Degree and Certificate of Achievement • Addition of an "Arts Specialization track"

\*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.

- An issue was raised at the Senate meeting on November 13, 2012 that the proposed “Arts Track” should be renamed to better reflect the courses of the track (see IV.d above). The primary issue being that there were very few, if any, “Art courses” and instead the courses are “about Art” (or Art History).

In providing the input to those responsible for the Public Policy degree (Political Science), the decision was made to rename the track “Arts and Cultural Affairs” to broaden its meaning.

- The Chair shared a memo received from the Chancellor’s office dated November 21, 2012 which provides information regarding the California Community Colleges Board of Governors goal of each college having AA-T and AS-T degrees approved by Fall 2013 in 80% of the majors they offer in which there is a TMC and in 100% by Fall of 2014.
- Estela Narrie and the Chair are working on developing transfer degrees in the following disciplines in collaboration with the departments concerned: Anthropology, Communication Studies, Geography, Geology, Journalism, Kinesiology, Studio Arts, Theatre Arts.

## V. Information items:

- I. **Course Identification Numbering System (C-ID) Submission:** A memo has been received from the Chancellor’s office dated November 30, 2012 which now requires colleges to adopt C-ID descriptors for courses where applicable (those which are part of a transfer degree). Articulation will no longer be used in lieu of an approved C-ID descriptor (unless a C-ID descriptor does not exist).

The memo also laid out the following deadlines:

Effective January 1, 2013: All AA-T and AS-T proposals submitted to the Chancellor’s Office for review/approval must demonstrate that the courses included have been submitted for C-ID numbers where they exist (C-ID number may be pending/final)

By June 1, 2013: Colleges are required to submit courses for C-ID approval (where C-ID descriptors exist) for any existing AA-T and AS-T degrees that included a self-certification that a course(s) matched a C-ID descriptor

By June 1, 2014: All course-to-course articulation used for AA-T and AS-T degrees must be replaced with pending or final C-ID status.

There are plans to start this process with the math courses which are part of SMC’s Math AS-T. Randal Lawson recommended that this process be an active collaboration between the Articulation Officer and the department concerned.

### **(Course Updates)**

2. ESL 23: Academic Reading and Study Skills
3. ESL 28: Academic Vocabulary Skills
4. OFTECH 25: Medical Coding/Billing 2 (DE course update)
5. OFTECH 26: Medical Coding/Billing 3 (DE course update)

## VI. Action Items:

### **(Course name change)**

- a. Photo 30: From “Techniques of Lighting: Introduction” to “Techniques of Artificial Lighting”
- b. Photo 31: from “Introduction: Photographing People” to “Lighting for People 1”
- c. Photo 32: from “Photographing People: Advanced” to “Lighting for People 2”
- d. Photo 33: from “Techniques of Lighting: Product” to “Lighting for Products”

***(Approval of course name changes, a-d)***

**Motion Made by:** Julie Yarrish  
The motion passed unanimously.

**Seconded By:** Randal Lawson

***(New Course)*****e. Music 79A: Jazz Improvisation** – presented by Keith Fiddmont.

James Pacchioli moved to approve Music 79A with the following amendments to be made to the course:

- Remove text under “Notes on Repeatability”
- Prerequisite changed to Music I, with a course note to be developed by Georgia Lorenz and Keith Fiddmont to address the level of proficiency that is expected to succeed in the course.
- Prerequisite Worksheet to be redone to reflect the change of prerequisite stated above

**Motion Made by:** James Pacchioli  
The motion passed unanimously.

**Seconded By:** Randal Lawson

***(Approval of Prerequisite: Music I – Fundamentals of Music)***

**Motion Made by:** James Pacchioli  
The motion passed unanimously.

**Seconded By:** Randal Lawson

***(Degrees & Certificates)*****f. Solar Photovoltaic Installation: Department Certificate** – presented by Vicki Drake.

A suggestion was made by Randal Lawson to submit the certificate to the state as a certificate of achievement. The department will consider this and take the necessary steps.

**Motion Made by:** Brenda Antrim  
The motion passed unanimously.

**Seconded By:** Elaine Roque

**VII. Adjournment:**

The meeting was adjourned at 4:22 p.m.