



1900 Pico Boulevard Santa Monica, CA 90405  
310.434.4611

# Curriculum Committee Minutes

Wednesday, November 15, 2023, 3:00 p.m.

~~Drescher Hall, Loft (3<sup>rd</sup> Floor, Room 300-E)~~

Meeting moved to BUS 207 due to internet outage in Drescher Hall

Zoom (guests/members of the public)

### Members Present:

Sal Veas, <i>Chair</i>	Javier Cambron	Christina Gabler	Jesus Lopez
Dione Carter, <i>Vice Chair</i>	Evelyn Chantani	Walker Griffy	Estela Narrie
Mary Bober	Lisa Collins	Aileen Huang	Scott Silverman
Fariba Bolandhemat	Rachel Demski	Alex Ibaraki	Briana Simmons
Walter Butler	Susan Fila	Justin Liu (A.S.)	Audra Wells
Susan Caggiano			

### Members Absent:

Jason Beardsley*	Jacqueline Monge*	Redelia Shaw*	Lydia Strong*
Sharlene Joachim*			

*\*Attended via Zoom – 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:

Scott Bishop	Brian Driscoll	Katya Rodriguez	Howard Stahl
James Cheesman	Koda Kol	Steven Sedky	Olivia Vallejo
Andria Denmon	Vanessa Rios	Vicky Seno	

*(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 3:10 pm. Motion to approve the agenda with revision to remove Cloud Computing Bachelor’s Degree (VII. ee.) per the department. The degree will be brought back to Curriculum Committee at a future meeting.

**Motion made by:** Scott Silverman; **Seconded by:** Lisa Collins

The motion passed unanimously.

### II. Public Comments

None

### III. Announcements

None

### IV. Approval of Minutes (November 1, 2023)

Motion to approve the minutes of November 1, 2023 with no revisions.

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

The motion passed unanimously.

### V. Chair’s Report

- This is the first meeting we tried the shared document for members comments before the meeting. It’s

working well as we're able to get decisions on feedback coming into the meeting, but we're working on a way to redistribute the changes to the membership.

- We will add a discussion item for Emeritus courses, Administrator roles in META, and minimum qualifications based on questions that have come up for the next meeting (November 29), but it may need to be delayed until Spring.

## VI. Information Items

None

## VII. Action Items

*(Consent Agenda: Program Maps)*

- a. Barbering AS/Certificate of Achievement Program Map  
Motion to approve the Barbering AS/Certificate of Achievement Program Map with no revisions.  
**Motion made by:** Susan Caggiano; **Seconded by:** Lisa Collins  
The motion passed unanimously.

*(Courses: New)*

- b. BUS 36B Introduction to Salesforce Marketing Cloud  
Motion to approve BUS 36B with revisions to SLO 1 (moved to Objective 1), update to language in SLO 3, Objective 6 moved to SLOs, update to language for Sample Assignment 2, and removal of "Distance Education" as a Method of Presentation made prior in META based on member feedback.  
**Motion made by:** Christina Gabler; **Seconded by:** Audra Wells  
The motion passed unanimously.
- c. CS 330 Cloud Operations Technologies and Tools (Prerequisite: CS 320)  
Motion to approve CS 330 with no revisions.  
**Motion made by:** Walker Griffy; **Seconded by:** Susan Caggiano  
The motion passed unanimously.  
  
Motion to approve CS 330 prerequisite of CS 320 with no revisions.  
**Motion made by:** Lisa Collins; **Seconded by:** Audra Wells  
The motion passed unanimously.
- d. CS 340 System Virtualization Fundamentals (Prerequisite: CS 310)  
Motion to approve CS 340 with no revisions.  
**Motion made by:** Susan Caggiano; **Seconded by:** Estela Narrie  
The motion passed unanimously.  
  
Motion to approve CS 340 prerequisite of CS 310 with no revisions.  
**Motion made by:** Estela Narrie; **Seconded by:** Walter Butler  
The motion passed unanimously.
- e. CS 350 Collaboration Technologies and Tools  
Motion to approve CS 350 with no revisions.  
**Motion made by:** Walter Butler; **Seconded by:** Scott Silverman  
The motion passed unanimously.
- f. CS 405 Cloud Capstone I (Prerequisite: CS 330)  
Motion to approve CS 405 with revisions to SLO #1 made prior in META based on member feedback.  
**Motion made by:** Walter Butler; **Seconded by:** Scott Silverman  
The motion passed unanimously.

Motion to approve CS 405 prerequisite of CS 330 with no revisions.

**Motion made by:** Lisa Collins; **Seconded by:** Alex Ibaraki

The motion passed unanimously.

- g. CS 410 Cloud Capstone II (Prerequisite: CS 405)  
Motion to approve CS 340 with no revisions.  
**Motion made by:** Walter Butler; **Seconded by:** Estela Narrie  
The motion passed unanimously.

Motion to approve CS 410 prerequisite of CS 405 with no revisions.  
**Motion made by:** Walter Butler; **Seconded by:** Estela Narrie  
The motion passed unanimously.

- h. CS 440 Cloud Patterns (Prerequisite: CS 330)  
Motion to approve CS 340 with no revisions.  
**Motion made by:** Estela Narrie; **Seconded by:** Scott Silverman  
The motion passed unanimously.

Motion to approve CS 440 prerequisite of CS 330 with no revisions.  
**Motion made by:** Walter Butler; **Seconded by:** Dione Carter  
The motion passed unanimously.

- i. CS 450 Cloud Certification Bootcamp (Prerequisite: CS 330)  
Motion to approve CS 450 with no revisions.  
**Motion made by:** Scott Silverman; **Seconded by:** Fariba Bolandhemat  
The motion passed unanimously.

Motion to approve CS 450 prerequisite of CS 330 with no revisions.  
**Motion made by:** Estela Narrie; **Seconded by:** Fariba Bolandhemat  
The motion passed unanimously.

- j. EMERITUS TH ART E40 Theatrical and Screenplay Writing  
Motion to approve EMERITUS TH ART E40 with revision to SLO #1 to remove “at the application level of Bloom's Taxonomy.”  
**Motion made by:** Aileen Huang; **Seconded by:** Dione Carter  
The motion passed unanimously.

- k. MEDIA 28 Advertising Copywriting - Persuasive Communication  
Motion to approve MEDIA 28 with revision made to Methods of Presentation (correction to remove “Distance Education”) made prior in META based on member feedback.  
**Motion made by:** Susan Caggiano; **Seconded by:** Christina Gabler  
The motion passed unanimously.

- ~~l. MEDIA 310 Race, Gender, and Computing  
MEDIA 310 tabled for the November 29 meeting.~~

- ~~m. NPMGMT 1 Introduction to Workforce Training within the Homeless Response System  
n. NPMGMT 2 Promoting Health Equity: Nonprofit Systems Management for Advocacy and Human Engagement  
NPMGMT 1 and NPMGMT 2 tabled for the November 29 meeting.~~

(Courses: Substantial Changes)

- o. BUS 79 Bargaining and Negotiations (changed: course description, SLOs, course objectives, course content, methods of presentation, methods of evaluation, textbooks, sample assignments)  
Motion to approve changes to BUS 79 with additional revisions to the textbooks made prior in META based on member feedback.  
**Motion made by:** Audra Wells; **Seconded by:** Susan Caggiano  
The motion passed unanimously.

- p. EMERITUS HUMDEV E27 Exercising the Brain (changed: course description, hours, SLOs, course objectives, course content, methods of evaluation, methods of presentation, sample assignments)  
Motion to approve changes to EMERITUS HUMDEV E27 with no additional revisions.  
**Motion made by:** Walter Butler; **Seconded by:** Christina Gabler  
The motion passed unanimously.

*(Courses: Distance Education)*

- q. BUS 36B Introduction to Salesforce Marketing Cloud  
Motion to approve distance education for BUS 36B with no revisions.  
**Motion made by:** Scott Silverman; **Seconded by:** Estela Narrie  
The motion passed unanimously.
- r. BUS 79 Bargaining and Negotiations  
Motion to approve distance education for BUS 79 with no revisions.  
**Motion made by:** Scott Silverman; **Seconded by:** Estela Narrie  
The motion passed unanimously.
- s. CS 330 Cloud Operations Technologies and Tools  
Motion to approve distance education for CS 330 with revisions made to the Student Support Services made prior in META based on member feedback.  
**Motion made by:** Scott Silverman; **Seconded by:** Fariba Bolandhemat  
The motion passed unanimously.
- t. CS 340 System Virtualization Fundamentals  
Motion to approve distance education for CS 340 with revisions made to the Student Support Services made prior in META based on member feedback.  
**Motion made by:** Walter Butler; **Seconded by:** Alex Ibaraki  
The motion passed unanimously.
- u. CS 350 Collaboration Technologies and Tools  
Motion to approve distance education for CS 350 with revisions made to the Student Support Services made prior in META based on member feedback.  
**Motion made by:** Estela Narrie; **Seconded by:** Fariba Bolandhemat  
The motion passed unanimously.
- v. CS 405 Cloud Capstone I  
Motion to approve distance education for CS 405 with revisions made to the Student Support Services made prior in META based on member feedback.  
**Motion made by:** Scott Silverman; **Seconded by:** Walter Butler  
The motion passed unanimously.
- w. CS 410 Cloud Capstone II  
Motion to approve distance education for CS 410 with revisions made to the Student Support Services made prior in META based on member feedback.  
**Motion made by:** Scott Silverman; **Seconded by:** Aileen Huang  
The motion passed unanimously.
- x. CS 440 Cloud Patterns  
Motion to approve distance education for CS 440 with revisions made to the Student Support Services, and correction to the Assessment "Homework Assignment" (changed to "Quizzes") made prior in META based on member feedback.  
**Motion made by:** Fariba Bolandhemat; **Seconded by:** Walter Butler  
The motion passed unanimously.
- y. CS 450 Cloud Certification Bootcamp

Motion to approve distance education for CS 450 with revisions made to the Student Support Services made prior in META based on member feedback.

**Motion made by:** Fariba Bolandhemat; **Seconded by:** Scott Silverman

The motion passed unanimously.

- z. EMERITUS TH ART E40 Theatrical and Screenplay Writing  
Motion to approve distance education for EMERITUS TH ART E40 with no revisions.

**Motion made by:** Estela Narrie; **Seconded by:** Alex Ibaraki

The motion passed unanimously.

- aa. MEDIA 28 Advertising Copywriting - Persuasive Communication  
Motion to approve distance education for MEDIA 28 with no revisions.

**Motion made by:** Scott Silverman; **Seconded by:** Lisa Collins

The motion passed unanimously.

- bb. MEDIA 310 Race, Gender, and Computing  
*DE for MEDIA 310 tabled for the November 29 meeting.*

- ~~cc. NPMGMT 1 Introduction to Workforce Training within the Homeless Response System~~  
~~dd. NPMGMT 2 Promoting Health Equity: Nonprofit Systems Management for Advocacy and Human Engagement~~

*DE for NPMGMT 1 and NPMGMT 2 tabled for the November 29 meeting.*

*(Programs: New)*

- ~~ee. Cloud Computing Bachelor's Degree~~

*Cloud Computing Bachelor's Degree tabled with approval of the agenda. (I.)*

- ff. Guitar Certificate of Achievement  
Motion to approve Guitar Certificate of Achievement with no revisions.

**Motion made by:** Scott Silverman; **Seconded by:** Lisa Collins

The motion passed unanimously.

- gg. Piano Certificate of Achievement  
Motion to approve Piano Certificate of Achievement with no revisions.

**Motion made by:** Lisa Collins; **Seconded by:** Alex Ibaraki

The motion passed unanimously.

*(Programs: Revisions)*

- hh. Changes to degrees, certificates, and program maps as a result of courses considered on this agenda  
Motion to approve changes to degrees, certificates, and program maps as a result of courses considered on this agenda.

- BUS 36B to be added to the Business AS degree ("Marketing" electives), and the Management/Leadership AS/Certificate of Achievement (electives list)
- MEDIA 28 to be added to the Broadcast Sales and Management AS/Certificate of Achievement (restricted electives list)

**Motion made by:** Christina Gabler; **Seconded by:** Scott Silverman

The motion passed unanimously.

*(Addendum: Courses: New)*

- ii. MUSIC 49 Combo and Chamber Ensemble  
Motion to approve MUSIC 49 with no revisions.

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

The motion passed unanimously.

- ~~jj. NPMGMT 3 Implementing Effective Practices in the Homeless Response System~~  
~~kk. NPMGMT 4 Homeless Response System Capstone Class: Fieldwork Reflection and Career Planning~~

~~ii. NPMGMT 5 Homeless Response System Internship  
NPMGMT 3, NPMGMT 4, and NPMGMT 5 tabled for the November 29 meeting.~~

*(Addendum: Distance Education)*

~~mm. NPMGMT 3 Implementing Effective Practices in the Homeless Response System  
nn. NPMGMT 4 Homeless Response System Capstone Class: Fieldwork Reflection and Career-  
Planning  
DE for NPMGMT 3 and NPMGMT 4 tabled for the November 29 meeting.~~

*(Addendum: Courses: Substantial Changes)*

oo. BIOL 34 Science Communication for Regulated Environments (changed: course number (was 34B), course description, SLOs, course objectives, course content, methods of presentation)  
Motion to approve changes to BIOL 34 with no additional revisions.  
**Motion made by:** Susan Caggiano; **Seconded by:** Audra Wells  
The motion passed unanimously.

*(Addendum Additions: New Programs)*

~~pp. Homeless Sector Work Certificate of Achievement  
Homeless Sector Work Certificate of Achievement tabled for the November 29 meeting.~~

## **VIII. New Business**

None

## **IX. Old Business**

None

## **X. Adjournment**

Motion to adjourn the meeting at 5:34 pm.

**Motion made by:** Scott Silverman; **Seconded by:** Walker Griffy  
The motion passed unanimously.