SANTA MONICA COLLEGE
ACADEMIC SENATE

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# Curriculum Committee Minutes
## Wednesday, November 29, 2023, 3:00 p.m.
## Drescher Hall, Loft (3rd Floor, Room 300-E)
## Zoom (guests/members of the public)

**Members Present:**

| | | | |
|---|---|---|---|
| Sal Veas, *Chair* | Susan Caggiano | Christina Gabler | Estela Narrie |
| Dione Carter, *Vice Chair* | Javier Cambron | Walker Griffy | Redelia Shaw |
| Jason Beardsley | Evelyn Chantani | Alex Ibaraki | Scott Silverman |
| Mary Bober | Lisa Collins | Sharlene Joachim | Briana Simmons |
| Fariba Bolandhemat | Rachel Demski | Jesus Lopez | Audra Wells |
| Walter Butler | Susan Fila | | |

**Members Absent:**

| | | | |
|---|---|---|---|
| Aileen Huang | Justin Liu (A.S.) | Jacqueline Monge* | Lydia Strong |

*\*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:**

| | | | |
|---|---|---|---|
| Kathy Cass | Dana Nasser | Steven Sedky | Olivia Vallejo |
| Sheila Cordova | Rostom Sarkissian | J.R. Stevenson | Dyonne Woolen |
| Keith Everett | | | |

*(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 3:06 pm. Motion to approve the agenda with revisions to POL SC E15 action item (VII. .bb.) to be moved from "Courses: Substantial Changes" to "Courses: New" (submitted under the incorrect workflow in META which will be corrected post-meeting) and MEDIA 310 removed from action items new course (VII. k.) and DE (VII. qq.) It will be brought back to the committee in Spring 2024.
**Motion made by:** Walter Butler; **Seconded by:** Scott Silverman
The motion passed unanimously.

## II. Public Comments
None

## III. Announcements
None

## IV. Approval of Minutes (November 15, 2023)
Motion to approve the minutes of November 15, 2023 with no revisions.
**Motion made by:** Walker Griffy; **Seconded by:** Lisa Collins
The motion passed unanimously.

## V. Chair's Report
This is Sal Veas' last meeting as Curriculum Committee chair! He will be taking 2024 off and retiring in January 2025. The committee is going to miss Sal and his leadership tremendously!

Congratulations to Redelia Shaw, who will be the new Curriculum Chair starting in Spring 2024!

## VI. Information Items

1. Addition of new prefix/discipline in the Earth Sciences Department – Sustainable Materials Management (SMM)

2. Emeritus Curriculum Discussion
   *Emeritus curriculum discussion tabled for time.*

3. Minimum Qualifications Discussion
   A question was brought up at the last Curriculum Committee meeting whether having multiple minimum qualifications on a course requires the faculty teaching to have all degrees listed (vs. either/or) Jason Beardsley checked Ed Code and listing multiple minimum qualifications does not require the faculty to have all degrees listed, it is either/or. (Ex: BUS 5 lists "business" and "law" as minimum qualifications – this doesn't require faculty teaching to have both a business and law degree, just one or the other.)

   *(Non-Substantial Changes)*
4. ENGL 61 Introduction to the Fairy Tale (textbooks, sample assignments, DE application language)

## VII. Action Items

*(Program Maps)*
a. Communication Studies 2.0 AA-T Program Map
   Motion to approve Communication Studies 2.0 AA-T Program Map with no revisions.
   **Motion made by:** Jason Beardsley; **Seconded by:** Jesus Lopez
   The motion passed unanimously.

*(Courses: New)*
b. EMERITUS ART E99 Special Studies in Art
   Motion to approve EMERITUS ART E99 with revisions to course description (change "older adults" to "Emeritus students") and methods of evaluation ("There are no grades for Emeritus classes.")
   **Motion made by:** Scott Silverman; **Seconded by:** Susan Caggiano
   The motion passed unanimously.

c. EMERITUS ENGL E99 Special Studies in English
   Motion to approve EMERITUS ENGL E99 with revisions to course description (change "older adults" to "Emeritus students") and methods of evaluation ("There are no grades for Emeritus classes.")
   **Motion made by:** Scott Silverman; **Seconded by:** Estela Narrie
   The motion passed unanimously.

d. EMERITUS HEALTH E08 Walking for Wellness
   Motion to approve HEALTH E08 with revisions to course description (including change "older adults" to "Emeritus students"), methods of evaluation ("There are no grades for Emeritus classes"), and remove all textbooks.
   **Motion made by:** Scott Silverman; **Seconded by:** Estela Narrie
   The motion passed unanimously.

e. EMERITUS HEALTH ~~E20~~ E18 Chair Yoga
   Motion to approve HEALTH E18 with revisions to course number (changed from E20 to E18), course description (including change "older adults" to "Emeritus students"), methods of evaluation ("There are no grades for Emeritus classes"), and remove all textbooks.
   **Motion made by:** Walker Griffy; **Seconded by:** Susan Caggiano
   The motion passed unanimously.

f. EMERITUS HEALTH ~~E26~~ E85 Pilates Level 1
Motion to approve HEALTH E85 with revisions to course number (changed from E26 to E85), course description (including change "older adults" to "Emeritus students"), course objective 2 (change "understand" to "describe"), methods of evaluation ("There are no grades for Emeritus classes"), and remove all textbooks.
**Motion made by:** Susan Caggiano; **Seconded by:** Dione Carter
The motion passed unanimously.

g. EMERITUS HEALTH ~~E35~~ E19 Mindfulness and Meditation
Motion to approve EMERITUS HEALTH E19 with revisions to course number (changed from E35 to E19), course description (including change "older adults" to "Emeritus students"), methods of evaluation ("There are no grades for Emeritus classes"), and remove all textbooks.
**Motion made by:** Christina Gabler; **Seconded by:** Scott Silverman
The motion passed unanimously.

h. EMERITUS OCC E03 Optimizing Your Smartphone & Tablet
Motion to approve EMERITUS OCC E03 with revisions to course description (change "older adults" to "Emeritus students"), SLO 1 (changed to "Apply the smartphone and tablet skills taught in this class."), and methods of evaluation ("There are no grades for Emeritus classes.")
**Motion made by:** Scott Silverman; **Seconded by:** Lisa Collins
The motion passed unanimously.

i. EMERITUS PHOTO E20 Photoshop / Computer Software Photo Editing
Motion to approve PHOTO E20 with revisions course description (change "older adults" to "Emeritus students"), course objectives 1 (changed "understand" to "describe) and 2 (removed "understand how to"), SLO 1 (changed to "Apply the Photoshop and other photo editing software skills taught in this class"), and methods of evaluation ("There are no grades for Emeritus classes.")
**Motion made by:** Scott Silverman; **Seconded by:** Jesus Lopez
The motion passed unanimously.

***EMERITUS POL SC E15 originally listed under "Courses: Substantial Changes" moved to "Courses: New" with approval of the agenda due to correction in META.***
bb. EMERITUS POL SC E15 Pop Culture, Politics and Social Change
Motion to approve changes to EMERITUS POL SC E15 as a new course with revisions to course description (change "older adults" to "Emeritus students") and methods of evaluation ("There are no grades for Emeritus classes.")
**Motion made by:** Scott Silverman; **Seconded by:** Alex Ibaraki
The motion passed with the following vote: Y 18; N 0; A 1 (Dione Carter)

j. EMERITUS POL SC E99 Special Studies in Politics
Motion to approve EMERITUS POL SC E99 with revisions to course description (change "older adults" to "Emeritus students") and methods of evaluation ("There are no grades for Emeritus classes.")
**Motion made by:** Scott Silverman; **Seconded by:** Jason Beardsley
The motion passed unanimously.

k. ~~MEDIA 310 Race, Gender, and Computing~~
*MEDIA 310 tabled with approval of the agenda (I.) and will return in Spring 2024.*

l. NPMGMT 1 Introduction to Workforce Training within the Homeless Response System
Motion to approve NPMGMT 1 with no revisions.
**Motion made by:** Scott Silverman; **Seconded by:** Lisa Collins
The motion passed unanimously.

m. NPMGMT 2 Promoting Health Equity: Nonprofit Systems Management for Advocacy and Human Engagement
Motion to approve NPMGMT 2 with revision to Sample Assignment #1 (changed "policy" to "Advocacy

Research Presentation")
**Motion made by:** Scott Silverman; **Seconded by:** Audra Wells
The motion passed unanimously.

n.  NPMGMT 3 Implementing Effective Practices in the Homeless Response System
Motion to approve NPMGMT 3 with no revisions.
**Motion made by:** Dione Carter; **Seconded by:** Estela Narrie
The motion passed unanimously.

o.  NPMGMT 4 Homeless Response System Capstone Class: Fieldwork Reflection and Career Planning
Motion to approve NPMGMT 4 with no revisions.
**Motion made by:** Scott Silverman; **Seconded by:** Dione Carter
The motion passed unanimously.

p.  NPMGMT 5 Homeless Response System Internship
Motion to approve NPMGMT 5 with no revisions.
**Motion made by:** Audra Wells; **Seconded by:** Walter Butler
The motion passed unanimously.

*(Courses: Substantial Changes)*
q.  ART 80 Introduction to Exhibition & Display (changed: hours (no change to units) 2 lecture/1 lab/3 arranged to 2 lecture/3 lab)
Motion to approve changes to ART 80 with additional revisions to the course objectives 3 and 4, and SLO 1 made prior in META based on member feedback.
**Motion made by:** Scott Silverman; **Seconded by:** Jesus Lopez
The motion passed unanimously.

r.  ART 82 Exhibition and Display Production (changed: hours (no change to units) 2 lecture/1 lab/3 arranged to 2 lecture/3 lab)
Motion to approve changes to ART 82 with additional revisions to the course objectives 3 and 4, and SLO 1 made prior in META based on member feedback.
**Motion made by:** Scott Silverman; **Seconded by:** Susan Caggiano
The motion passed unanimously.

s.  ART 84 Exhibition & Display Implementation, Activation, and Management (changed: hours (no change to units) 2 lecture/1 lab/3 arranged to 2 lecture/3 lab)
Motion to approve changes to ART 84 with additional revisions to the course objectives 3 and 4, SLO 1, and correction of typos made prior in META based on member feedback.
**Motion made by:** Audra Wells; **Seconded by:** Scott Silverman
The motion passed unanimously.

t.  DESIGN 25 Mobile Design 1 (changed: course prefix/number: was GR DES 75)
Motion to approve changes to DESIGN 25 with additional revisions to the course description made prior in META based on member feedback.
**Motion made by:** Estela Narrie; **Seconded by:** Christina Gabler
The motion passed unanimously.

u.  DESIGN 26 Motion Graphics 1 (changed: course prefix/number: was GR DES 71)
Motion to approve changes to DESIGN 26 with additional revisions to the Arranged Hour Objective #2 made prior in META based on member feedback.
**Motion made by:** Lisa Collins; **Seconded by:** Scott Silverman
The motion passed unanimously.

v.  DESIGN 35 Mobile Design 2 (changed: course prefix/number: was GR DES 76)
Motion to approve changes to DESIGN 35 with additional revisions to the course description made prior in META based on member feedback.

**Motion made by:** Christina Gabler; **Seconded by:** Susan Caggiano
The motion passed unanimously.

w.  DESIGN 36 Motion Graphics 2 (changed: course prefix/number: was GR DES 71B)
Motion to approve changes to DESIGN 36 with no additional revisions.
**Motion made by:** Susan Caggiano; **Seconded by:** Audra Wells
The motion passed unanimously.

x.  ECE 904 Health and Safety for ECE Providers (changed: SLOs, course objectives)
Motion to approve changes to ECE 904 with additional revisions to SLOs 1, 2, and 3 made prior in META based on member feedback.
**Motion made by:** Scott Silverman; **Seconded by:** Susan Caggiano
The motion passed unanimously.

y.  EMERITUS ENGL E27 Poetry and Fiction (changed: course description, SLOs, objectives, content, methods of presentation, assignments, DE application)
Motion to approve changes to EMERITUS ENGL E27 with additional revisions to course description (including change "older adults" to "Emeritus students") and methods of evaluation ("There are no grades for Emeritus classes.")
**Motion made by:** Scott Silverman; **Seconded by:** Estela Narrie
The motion passed unanimously.

z.  EMERITUS MUSIC E17 Luisa R.G. Kot Concert Series (changed: prefix (was HUMDEV), TOP, SLOs, objectives, content, methods of presentation, assignments, DE application)
Motion to approve changes to EMERITUS MUSIC E17 with additional revisions to course description (change "older adults" to "Emeritus students") and methods of evaluation ("There are no grades for Emeritus classes.")
**Motion made by:** Susan Caggiano; **Seconded by:** Jason Beardsley
The motion passed unanimously.

aa. EMERITUS OCC E08 Word Processing (changed: course number (was E01), SLOs, objectives, content, methods of presentation, assignments, DE application)
Motion to approve changes to EMERITUS OCC E08 with additional revisions to course description (change "older adults" to "Emeritus students"), SLO 1 (changed to: "Apply the word processing skills taught in this class." and methods of evaluation ("There are no grades for Emeritus classes.")
**Motion made by:** Scott Silverman; **Seconded by:** Dione Carter
The motion passed unanimously.

cc. EMERITUS TH ART E15 Theater - History of Comedy (changed: prefix (was HUMDEV), course description, SLOs, objectives, content, methods of presentation, assignments, DE application)
Motion to approve changes to EMERITUS TH ART E15 with additional revisions to course description (change "older adults" to "Emeritus students"), course objectives 1 ("describe"); 2 ("explain"); and 3 ("describe), and methods of evaluation ("There are no grades for Emeritus classes.")
**Motion made by:** Scott Silverman; **Seconded by:** Dione Carter
The motion passed unanimously.

dd. EMERITUS TH ART E21 Art, Culture & Entertainment Through a Jewish Lens (changed: prefix/number (was HUMDEV E22), course name, course description, objectives, content, methods of presentation, assignments, DE application)
Motion to approve changes to EMERITUS TH ART E21 with additional revisions to course description (change "older adults" to "Emeritus students") and methods of evaluation ("There are no grades for Emeritus classes.")
**Motion made by:** Scott Silverman; **Seconded by:** Dione Carter
The motion passed unanimously.

ee. EMERITUS TH ART E28 Plays and Playwrights (changed: prefix (was ENGL), TOP, course

description, hours, SLOs, objectives, content, methods of presentation, assignments, DE application 85
Motion to approve changes to EMERITUS TH ART E28 with additional revisions to course description (change "older adults" to "Emeritus students") and methods of evaluation ("There are no grades for Emeritus classes.")
**Motion made by:** Jason Beardsley; **Seconded by:** Susan Caggiano
The motion passed unanimously.

ff. MEDIA 2 Media Literacy (changed: course name (was "Reading Media: Acquiring Media Literacy Skills"), course description, SLOs, textbooks, assignments, DE application)
Motion to approve changes to MEDIA 2 with no additional revisions.
**Motion made by:** Audra Wells; **Seconded by:** Dione Carter
The motion passed unanimously.

*(Courses: Distance Education)*
gg. EMERITUS ART E99 Special Studies in Art
Motion to approve distance education for EMERITUS ART E99 with revisions to Instructors Technical Qualifications (remove all text following "on and off-campus") and Student Support Services (remove "Chromebook loaner program")
**Motion made by:** Scott Silverman; **Seconded by:** Walker Griffy
The motion passed unanimously.

hh. EMERITUS ENGL E99 Special Studies in English
Motion to approve distance education for EMERITUS ENGL E99 with revisions to Instructors Technical Qualifications (remove all text following "on and off-campus") and Student Support Services (remove "Chromebook loaner program")
**Motion made by:** Scott Silverman; **Seconded by:** Estela Narrie
The motion passed unanimously.

ii. EMERITUS HEALTH E08 Walking for Wellness
Motion to approve distance education for EMERITUS HEALTH E08 with revisions to Instructors Technical Qualifications (remove all text following "on and off-campus") and Student Support Services (remove "Chromebook loaner program")
**Motion made by:** Scott Silverman; **Seconded by:** Sharlene Joachim
The motion passed unanimously.

jj. EMERITUS HEALTH ~~E20~~ E18 Chair Yoga
Motion to approve distance education for EMERITUS HEALTH E18 with revisions to Instructors Technical Qualifications (remove all text following "on and off-campus") and Student Support Services (remove "Chromebook loaner program")
**Motion made by:** Scott Silverman; **Seconded by:** Estela Narrie
The motion passed unanimously.

kk. EMERITUS HEALTH ~~E26~~ E85 Pilates Level 1
Motion to approve distance education for EMERITUS HEALTH E85 with revisions to Instructors Technical Qualifications (remove all text following "on and off-campus") and Student Support Services (remove "Chromebook loaner program")
**Motion made by:** Walker Griffy; **Seconded by:** Scott Silverman
The motion passed unanimously.

ll. EMERITUS HEALTH ~~E35~~ E19 Mindfulness and Meditation
Motion to approve distance education for EMERITUS HEALTH E19 with revisions to Instructors Technical Qualifications (remove all text following "on and off-campus") and Student Support Services (remove "Chromebook loaner program")
**Motion made by:** Scott Silverman; **Seconded by:** Dione Carter
The motion passed unanimously.

mm.  EMERITUS OCC E03 Optimizing Your Smartphone & Tablet
Motion to approve distance education for EMERITUS OCC E03 with revisions to Instructors Technical Qualifications (remove all text following "on and off-campus") and Student Support Services (remove "Chromebook loaner program")
**Motion made by:** Scott Silverman; **Seconded by:** Sharlene Joachim
The motion passed unanimously.

nn. EMERITUS PHOTO E20 Photoshop / Computer Software Photo Editing
Motion to approve distance education for EMERITUS PHOTO E20 with revisions to Instructors Technical Qualifications (remove all text following "on and off-campus") and Student Support Services (remove "Chromebook loaner program")
**Motion made by:** Scott Silverman; **Seconded by:** Dione Carter
The motion passed unanimously.

oo.  EMERITUS POL SC E99 Special Studies in Politics
Motion to approve distance education for EMERITUS POL SC E99 with revisions to Instructors Technical Qualifications (remove all text following "on and off-campus") and Student Support Services (remove "Chromebook loaner program")
**Motion made by:** Scott Silverman; **Seconded by:** Audra Wells
The motion passed unanimously.

pp. EMERITUS TH ART E28 Plays and Playwrights
Motion to approve distance education for EMERITUS TH ART E28 with revisions to Instructors Technical Qualifications (remove all text following "on and off-campus") and Student Support Services (remove "Chromebook loaner program")
**Motion made by:** Scott Silverman; **Seconded by:** Dione Carter
The motion passed unanimously.

qq. ~~MEDIA 310 Race, Gender, and Computing~~
*MEDIA 310 tabled with approval of the agenda (I.) and will return in Spring 2024.*

rr.  NPMGMT 1 Introduction to Workforce Training within the Homeless Response System
Motion to approve distance education for NPMGMT 1 with no revisions.
**Motion made by:** Scott Silverman; **Seconded by:** Estela Narrie
The motion passed unanimously.

ss. NPMGMT 2 Promoting Health Equity: Nonprofit Systems Management for Advocacy and Human Engagement
Motion to approve distance education for NPMGMT 2 with no revisions.
**Motion made by:** Lisa Collins; **Seconded by:** Estela Narrie
The motion passed unanimously.

tt.  NPMGMT 3 Implementing Effective Practices in the Homeless Response System
Motion to approve distance education for NPMGMT 3 with no revisions.
**Motion made by:** Susan Caggiano; **Seconded by:** Dione Carter
The motion passed unanimously.

uu. NPMGMT 4 Homeless Response System Capstone Class: Fieldwork Reflection and Career Planning
Motion to approve distance education for NPMGMT 4 with no revisions.
**Motion made by:** Scott Silverman; **Seconded by:** Jason Beardsley
The motion passed unanimously.

*(Programs: New)*
vv.    Homeless Service Work Certificate of Achievement
Motion to approve Homeless Service Work Certificate of Achievement with no revisions.
**Motion made by:** Estela Narrie; **Seconded by:** Dione Carter

The motion passed unanimously.

ww.    Introduction to Logistics and Supply Chain Management Certificate of Achievement
Motion to approve Introduction to Logistics and Supply Chain Management Certificate of
Achievement with no revisions.
**Motion made by:** Audra Wells; **Seconded by:** Scott Silverman
The motion passed unanimously.

*(Programs: Revisions)*
xx.    Changes to degrees, certificates, and program maps as a result of courses considered on this agenda
**Motion made by:** Susan Caggiano; **Seconded by:** Christina Gabler
The motion passed unanimously.

**VIII. New Business**
None

**IX.    Old Business**
None

**X.    Adjournment**
Motion to adjourn the meeting at 5:18 pm.
**Motion made by:** Scott Silverman; **Seconded by:** Dione Carter
The motion passed unanimously.