



1900 Pico Boulevard Santa Monica, CA 90405  
310.434.4611

# Curriculum Committee Minutes

**Wednesday, May 7, 2025, 3:00 p.m.**  
**Drescher Hall, Loft (3<sup>rd</sup> Floor, Room 300-E)**  
**Zoom (guests/members of the public)**

## Members Present:

Redelia Shaw, *Chair*  
Dione Hodges, *Vice Chair*  
Fariba Bolandhemat  
Walter Butler  
Susan Caggiano  
Jihyeon Cha

Evelyn Chantani  
Rachel Demski  
Susan Fila  
Christina Gabler  
Walker Griffy

Aileen Huang  
Gary Huff  
Jesus Lopez  
Jacqueline Monge  
Estela Narrie

Kevin Roberts  
Scott Silverman  
Bobby Simmons  
Briana Simmons  
Audra Wells

## Members Absent:

Jason Beardsley

Mary Bober\*

Javier Cambron

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:

Vicenta Arrizon

Keith Graziedi

Jamar London

Asunta Moisan

*(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 3:08 pm. Motion to approve the agenda with no revisions.

**Motion made by:** Bobby Simmons; **Seconded by:** Estela Narrie

The motion passed unanimously.

## II. Public Comments

None

## III. Announcements

None

## IV. Approval of Minutes

Motion to approve the minutes of April 30, 2025 with no revisions.

**Motion made by:** Kevin Roberts; **Seconded by:** Fariba Bolandhemat

The motion passed with the following vote: Y: 17; N: 0; A: 1 (Walker Griffy)

## V. Chair's Report

There is a form available in the curriculum canvas shell to fill out if you're interested in attending this year's Curriculum Institute in person or online.

## VI. Information Items

### 1. Common Course Numbering (CCN) Updates

Surveys went out regarding the Phase II B templates for final feedback and comments. The Phase II A

templates are going into effect Fall 2026. We should be receiving the Phase II B templates soon; Phase II B will be effective Fall 2027.

We have a new CCN META information sheet on the curriculum website and canvas shell which addresses how to enter the CCN template details into META and frequently asked questions.

Common Course Numbering will be added as a business/discussion item for future agendas to provide opportunities for questions, feedback, and information.

## 2. Cal-GETC Updates

The Chancellor's Office has approved the Cal-GETC Certificate of Achievement. We are waiting on decisions from UC/Cal-GETC re: CCN courses before finalizing/posting the Cal-GETC to the website.

## VII. Action Items

*(Courses: Substantial Changes)*

- a. COSM 95A Salon Experience (changed: course description, SLOs, course objectives, course content, methods of evaluation, methods of presentation, arranged hour activities, prerequisites; Added: prerequisites and advisories)
  - Prerequisite Before: Completion of all beginning courses. Cosmetology students must have completed at least 300 classroom hours; Skin Care students must have completed 60 classroom hours; Nail Care students must have completed 40 classroom hours.
  - New Prerequisite: COSM 10A and COSM 10B
  - New Advisory: Cosmetology, Barber and Hair-styling students must have completed and passed level 1 and 2 hands on practical courses that pertain to their program. Skin Care and Manicuring students must have completed and passed level 1 hands on practical courses that pertain to their program. Barber crossover students should email the Cosmetology Dept Chair.
- b. COSM 95B Salon Experience (changed: course description, SLOs, course objectives, course content, methods of evaluation, methods of presentation, arranged hour activities, prerequisites; Added: prerequisites and advisories)
  - Prerequisite Before: Completion of all beginning courses. Cosmetology students must have completed at least 300 classroom hours; Skin Care students must have completed 60 classroom hours; Nail Care students must have completed 40 classroom hours.
  - New Prerequisite: COSM 10A and COSM 10B
  - New Advisory: Cosmetology, Barber and Hair-styling students must have completed and passed level 1 and 2 hands on practical courses that pertain to their program. Skin Care and Manicuring students must have completed and passed level 1 hands on practical courses that pertain to their program. Barber crossover students should email the Cosmetology Dept Chair.
- c. COSM 95C Salon Experience (changed: course description, SLOs, course objectives, course content, methods of evaluation, methods of presentation, arranged hour activities, prerequisites; Added: prerequisites and advisories)
  - Prerequisite Before: Completion of all beginning courses. Cosmetology students must have completed at least 300 classroom hours; Skin Care students must have completed 60 classroom hours; Nail Care students must have completed 40 classroom hours.
  - New Prerequisite: COSM 10A and COSM 10B
  - New Advisory: Cosmetology, Barber and Hair-styling students must have completed and passed level 1 and 2 hands on practical courses that pertain to their program. Skin Care and Manicuring students must have completed and passed level 1 hands on practical courses that pertain to their program. Barber crossover students should email the Cosmetology Dept Chair.
- d. COSM 95D Salon Experience (changed: course description, SLOs, course objectives, course content, methods of evaluation, methods of presentation, arranged hour activities, prerequisites; Added: prerequisites and advisories)
  - Prerequisite Before: Completion of all beginning courses. Cosmetology students must have completed at least 300 classroom hours; Skin Care students must have completed 60 classroom hours; Nail Care students must have completed 40 classroom hours.
  - New Prerequisite: COSM 10A and COSM 10B

- New Advisory: Cosmetology, Barber and Hair-styling students must have completed and passed level 1 and 2 hands on practical courses that pertain to their program. Skin Care and Manicuring students must have completed and passed level 1 hands on practical courses that pertain to their program. Barber crossover students should email the Cosmetology Dept Chair.

Motion to approve the changes to COSM 95A, COSM 95B, COSM 95C, and COSM 95D as a block with no additional revisions.

**Motion made by:** Audra Wells; **Seconded by:** Christina Gabler

The motion passed unanimously.

Motion to approve prerequisites of COSM 10A and COSM 10B for COSM 95A, COSM 95B, COSM 95C, and COSM 95D as a block with no revisions.

**Motion made by:** Dione Hodges; **Seconded by:** Estela Narrie

The motion passed unanimously.

Motion to approve advisory of “Cosmetology, Barber and Hair-styling students must have completed and passed level 1 and 2 hands on practical courses that pertain to their program. Skin Care and Manicuring students must have completed and passed level 1 hands on practical courses that pertain to their program. Barber crossover students should email the Cosmetology Dept Chair.” for COSM 95A, COSM 95B, COSM 95C, and COSM 95D with no revisions.

**Motion made by:** Susan Caggiano; **Seconded by:** Kevin Roberts

The motion passed unanimously.

- e. ESL 10G Multiple Skills Preparation: Listening, Speaking, and Grammar (changed: course description, SLOs, course objectives, course content, methods of presentation, methods of evaluation, textbooks, sample assignments)

Motion to approve changes to ESL 10G with an additional revision to the Methods of Evaluation: “Class Participation” to add additional note of “In-class activities”

**Motion made by:** Aileen Huang; **Seconded by:** Jesus Lopez

The motion passed unanimously.

- f. ESL 10W Multiple Skills Preparation: Reading and Writing (changed: course description, SLOs, course objectives, course content, methods of presentation, methods of evaluation, textbooks, sample assignments)

Motion to approve changes to ESL 10W with no additional revisions.

**Motion made by:** Walter Butler; **Seconded by:** Susan Caggiano

The motion passed unanimously.

- g. ESL 11A Basic English 1 (changed: course description, SLOs, course objectives, course content, methods of presentation, methods of evaluation, textbooks, sample assignments)

Motion to approve changes to ESL 11A with no additional revisions.

**Motion made by:** Susan Caggiano; **Seconded by:** Bobby Simmons

The motion passed unanimously.

*(Programs: Revisions)*

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

**Motion made by:** Dione Hodges; **Seconded by:** Susan Caggiano

The motion passed unanimously.

## VIII. New Business

None

## IX. Old Business

None

**X. Adjournment**

Motion to adjourn the meeting at 3:53 pm.

**Motion made by:** Christina Gabler; **Seconded by:** Jesus Lopez

The motion passed unanimously.