



1900 Pico Boulevard Santa Monica, CA 90405
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Curriculum Committee Minutes

Wednesday, May 21, 2025, 3:00 p.m.
Drescher Hall, Loft (3rd Floor, Room 300-E)
Zoom (guests/members of the public)

Members Present:

Redelia Shaw, <i>Chair</i>	Javier Cambron	Gary Huff	Kevin Roberts
Dione Hodges, <i>Vice Chair</i>	Jihyeon Cha	Jesus Lopez	Scott Silverman
Mary Bober	Rachel Demski	Jacqueline Monge	Bobby Simmons
Fariba Bolandhemat	Susan Fila	Estela Narrie	Briana Simmons
Walter Butler	Christina Gabler	Thaddeus Phillips	Audra Wells
Susan Caggiano	Walker Griffy		

**Thaddeus Phillips sitting in for Susan Fila*

Members Absent:

Jason Beardsley**	Evelyn Chantani	Aileen Huang	Lydia Strong
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***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:

Jennifer Hsieh	Samantha Manuel	Dana Nasser	Valerie Udeozor
Karol Lu	Asunta Moisan	Eric Oifer	

(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 3:05 pm. Motion to approve the agenda with no revisions.

Motion made by: Walter Butler; **Seconded by:** Scott Silverman

The motion passed unanimously.

II. Public Comments

None

III. Announcements

Dione Hodges sent an email regarding the Curriculum Institute – we have funds to support curriculum committee members in attending the conference in-person or virtually.

IV. Approval of Minutes

Motion to approve the minutes of May 7, 2025 with no revisions.

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

The motion passed unanimously.

V. Chair's Report

There is now a suggestion box form in the Canvas shell – if you have ideas, send them in – we'll be meeting with META over the summer to try to get some updates in the software.

Reminder to review the Curriculum Timelines to see our annual meeting dates, Senate meetings, Board of Trustees meetings, and approval and implementation timelines.

VI. Information Items

1. Common Course Numbering (CCN) Updates/Information
Jason Beardsley sent an email regarding the CCN Faculty Lead position. We hope to have the position filled by the end of the Spring semester.
2. Cal-GETC Updates/Information
We still have not received any updates on Cal-GETC.

(Non-Substantial Changes)

3. ENGL 41 Introduction to Asian American Literature (textbooks update for C-ID)
4. Business AS (add REALES courses to electives list)
5. Creative Writing Certificate of Achievement (add ENGL 64 to electives list)

VII. Action Items

(Courses: New)

- a. COSM 49E Tactical Planning for the California Esthetics State Board Exam (Prerequisites: COSM 10A and COSM 10B and COSM 20; Advisory: Completion of at least 400 hours in Cosmetology classes.)
- b. COSM 49H Tactical Planning for the California Hair Styling State Board Exam (Prerequisites: COSM 10A and COSM 10B and COSM 20; Advisory: Completion of at least 400 hours in Cosmetology classes.)
- c. COSM 49R Tactical Planning for the California Barbering State Board Exam (Prerequisites: COSM 10A and COSM 10B and COSM 20; Advisory: Completion of at least 650 hours in Barbering classes.)
Motion to approve COSM 49E, COSM 49H, and COSM 49R as a block with no revisions.

Motion made by: Scott Silverman; **Seconded by:** Susan Caggiano

The motion passed unanimously.

Motion to approve prerequisites of COSM 10A and COSM 10B, and COSM 20 for COSM 49E, COSM 49H, and COSM 49R as a block with no revisions.

Motion made by: Susan Caggiano; **Seconded by:** Scott Silverman

The motion passed unanimously.

Motion to approve advisory of "Completion of at least 400 hours in Cosmetology classes." for COSM 49E and COSM 49H; and advisory of "Completion of at least 650 hours in Barbering classes" for COSM 49R as a block with no revisions.

Motion made by: Susan Caggiano; **Seconded by:** Scott Silverman

The motion passed unanimously.

- d. ENGL C1002 Introduction to Literature (Prerequisite: ENGL C1000 Successful completion of college-level composition (ENGL C1000/ENGL C1000H/ENGL C1000E/C-ID ENGL 100) or equivalent.)
Motion to approve ENGL C1002 with revision to correct Cal-GETC Area to 3B and add program impact of Liberal Arts – Arts & Humanities List B.

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

The motion passed unanimously.

Motion to approve prerequisite of ENGL C1000 Successful completion of college-level composition (ENGL C1000/ENGL C1000H/ENGL C1000E/C-ID ENGL 100) or equivalent. for ENGL C1002 with no revisions.

Motion made by: Scott Silverman; **Seconded by:** Walker Griffy

The motion passed unanimously.

- e. FILM 17 Analysis of Short-Form Cinema
- f. FILM 19 Special Topics in Film Studies
Motion to approve FILM 17 and FILM 19 as a block with revision to remove verbs from course content and remove additional text from minimum qualifications.
Motion made by: Kevin Roberts; **Seconded by:** Estela Narrie
The motion passed unanimously.

- g. HEALTH E47 T'ai Chi II: Intermediate/Advanced
Motion to approve HEALTH E47 with no revisions.
Motion made by: Estela Narrie; **Seconded by:** Susan Caggiano
The motion passed unanimously.

(Courses: Distance Education)

- h. COSM 49E Tactical Planning for the California Esthetics State Board Exam
- i. COSM 49H Tactical Planning for the California Hair Styling State Board Exam
- j. COSM 49R Tactical Planning for the California Barbering State Board Exam
Motion to approve distance education for COSM 49E, COSM 49H, and COSM 49R as a block with no revisions.
Motion made by: Dione Hodges; **Seconded by:** Estela Narrie
The motion passed unanimously.

- k. ENGL C1002 Introduction to Literature
Motion to approve distance education for ENGL C1002 with no revisions.
Motion made by: Gary Huff; **Seconded by:** Dione Hodges
The motion passed unanimously.

- l. FILM 17 Analysis of Short-Form Cinema
- m. FILM 19 Special Topics in Film Studies
Motion to approve distance education for FILM 17 and FILM 19 as a block with revision to change the "Writing Assignment" additional text to "formal essays"
Motion made by: Christina Gabler; **Seconded by:** Scott Silverman
The motion passed unanimously.

- n. HEALTH E47 T'ai Chi II: Intermediate/Advanced
Motion to approve distance education for HEALTH E47 with no revisions.
Motion made by: Audra Wells; **Seconded by:** Bobby Simmons
The motion passed unanimously.

(Courses: Common Course Numbering Changes – effective Fall 2026)

- o. ARTH C1100 Survey of Art from Prehistory to the Medieval Era (*formerly AHIS 1*)
Motion to approve changes to ARTH C1100 with no additional revisions.
Motion made by: Susan Caggiano; **Seconded by:** Scott Silverman
The motion passed unanimously.
- p. ARTH C1200 Survey of Art from the Renaissance to Contemporary (*formerly AHIS 2*)
Motion to approve changes to ARTH C1200 with no additional revisions.
Motion made by: Susan Caggiano; **Seconded by:** Kevin Roberts
The motion passed unanimously.

Common Course Numbering requires identical language in the following fields, from the Common Course Numbering Phase IIA templates: prefix, course number, course title, course description, units, course content, and course objectives. Optional additional language is indicated by an asterisk where applicable. Fields that are not included in the template (such as Methods of Presentation, Sample Assignments, etc.) do not currently have advisement and are at the discretion of the department.

(Courses: Substantial Changes)

- q. COSM 49C Tactical Planning for the California Cosmetology State Board Exam (Changed: course number (was COSM 50A), course name (was "Written Preparation for Cosmetology State Board Exam"), course description, SLOs, course content, course objectives, methods of presentation, methods of evaluation, and sample assignments; Added Prerequisite: COSM 20)
- r. COSM 50C Written Preparation for Cosmetology State Board Exam (Changed: course name (was "Written Preparation for State Board Exam"), course description, SLOs, course objectives, course content, methods of presentation, methods of evaluation, textbooks, and sample assignments; Added Prerequisite: COSM 49C; Removed Advisory: Completion of at least 1000 hours in Cosmetology)
- s. COSM 50E Written Preparation for Esthetician State Board Exam (Changed: course description, hours/units (from 1 lecture/0.5 lab/1 unit to 1.5 lecture/0 lab/1.5 units), SLOs, course content, methods of presentation, methods of evaluation, textbooks, sample assignments; Removed Advisory: Completion of at least 400 hours of Esthetician coursework.; Added Prerequisite: COSM 49E)
- t. COSM 50H Written Preparation for Hairstylist State Board Exam (Changed: course description, hours/units (from 1 lecture/0.5 lab/1 unit to 1.5 lecture/0 lab/1.5 units), SLOs, course objectives, course content, methods of presentation, methods of evaluation, textbooks, and sample assignments; Removed Prerequisites: COSM 10A and COSM 10B; Removed: Advisory Completion of at least 300 hours in the Hairstylist program; Added Prerequisite: COSM 49H)
- u. COSM 50N Written Preparation for Nail Care State Board Exam (Changed: course description, hours/units (from 1 lecture/0.5 lab/1 unit to 1.5 lecture/0 lab/1.5 units), SLOs, course content, course objectives, methods of presentation, methods of evaluation, textbooks, and sample assignments)
- v. COSM 50R Written Preparation for Barbering State Board Exam (Changed: course description, hours/units (from 1 lecture/0.5 lab/1 unit to 1.5 lecture/0 lab/1.5 units), SLOs, course content, course objectives, methods of presentation, methods of evaluation, textbooks, and sample assignments; Removed Prerequisites: Possession of a cosmetology license or COSM 31A and COSM 50A and Completion of 1,250 hours in barbering coursework; Added Prerequisite: COSM 49R)
Motion to approve changes to COSM 49C, COSM 50C, COSM 50E, COSM 50H, COSM 50N, and COSM 50R as a block with no additional revisions.

Motion made by: Bobby Simmons; **Seconded by:** Kevin Roberts

The motion passed unanimously.

Motion to approve prerequisite changes for COSM 49C, COSM 50C, COSM 50E, COSM 50H, and COSM 50R as a block with no additional revisions.

Motion made by: Susan Caggiano; **Seconded by:** Scott Silverman

The motion passed unanimously.

Motion to approve the removal of advisories for COSM 50C, COSM 50E, and COSM 50H as a block with no additional revisions.

Motion made by: Bobby Simmons; **Seconded by:** Walker Griffy

The motion passed unanimously.

- w. FILM 5 Film and Society (Changed: course description, SLOs, course objectives, methods of evaluation, textbooks, and sample assignments)
- x. FILM 6 Gender and Sexuality in Cinema (Changed: course name (was "Women in Film"), course description, SLOs, course objectives, course content, lab content, methods of evaluation, textbooks, and sample assignments)
- y. FILM 7 Race and Ethnicity in Cinema (Changed: course name (was "American Cinema: Crossing Cultures"), course description, SLOs, course objectives, course content, lab content, methods of presentation, methods of evaluation, textbooks, and sample assignments)
- z. FILM 8 Popular Film Genres (Changed: course name (was "The Popular Film Genres"), course description, SLOs, course objectives, course content, lab content, methods of presentation, methods of evaluation, textbooks, and sample assignments)
- aa. FILM 9 Film Artists (Changed: course name (was "The Great Film Makers"), course description, SLOs, course objectives, course content, lab content, methods of presentation, methods of evaluation, textbooks, and sample assignments)
- bb. FILM 11 Adaptation to Cinema (Changed: course name (was "Literature into Film"), course description,

SLOs, course objectives, course content, lab content, methods of evaluation, textbooks, and sample assignments)

Motion to approve changes to FILM 5, FILM 6, FILM 7, FILM 8, FILM 9, and FILM 11 as a block with additional revision to Methods of Evaluation to add “In-class activities” note to “Class Participation”

Motion made by: Christina Gabler; **Seconded by:** Kevin Roberts

The motion passed unanimously.

- cc. HEALTH E24 Physical Fitness and Conditioning I: Principles and Practices (Changed: course name (was “Physical Fitness Principles and Practices for Older Adults”), course description, SLOs, course objectives, course content, methods of presentation, and sample assignments)
 - dd. HEALTH E28 Strength and Stamina I: Principles and Practices (Changed: course number (was E25), course name (was “Strength and Stamina Training Principles and Practices for Older Adults”), course description, SLOs, course objectives, course content, methods of presentation, and sample assignments)
 - ee. HEALTH E38 Joint Health and Mobility (Changed: course name (was “Joint Health and Mobility For Older Adults”), course description, SLOs, course objectives, course content, methods of presentation, and sample assignments)
 - ff. HEALTH E46 T'ai Chi I: Principles and Practices (Changed: course number (was E23), course name (was “T'ai Chi Principles and Practices for Older Adults”), course description, SLOs, course objectives, course content, methods of presentation, and sample assignments)
 - gg. HEALTH E58 Chair Yoga (Changed: course number (was E18), course description, hours (from 1.78 to 3.56), SLOs, course objectives, methods of presentation)
 - hh. HEALTH E59 Yoga I: Principles and Practices (Changed: course number (was E34), course name (“Stress Reduction for Older Adults”), course description, hours (from 1.78 to 3.56), SLOs, course objectives, course content, methods of presentation, sample assignments)
 - ii. HEALTH E60 Yoga II: Intermediate/Advanced (Changed: course number (was E21), course name (was “Yoga Health and Safety Principles and Practices for Older Adults”), course description, SLOs, course objectives, course content, methods of presentation, and sample assignments)
- Motion to approve changes to HEALTH E24, HEALTH E28, HEALTH E38, HEALTH E46, HEALTH E58, HEALTH E59, and HEALTH E60 as a block with additional revision to remove verbs from course content.

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

The motion passed unanimously.

(Courses: Deactivation)

- jj. COM ST 13 Voice and Diction

Motion to deactivate COM ST 13 with no additional revisions.

Motion made by: Scott Silverman; **Seconded by:** Estela Narrie

The motion passed unanimously.

- kk. ESL 23 Academic Reading and Study Skills

Motion to deactivate ESL 23 with no additional revisions.

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

The motion passed unanimously.

(Programs: New)

- ll. Chemical Technician Skills Certificate of Achievement

Motion to approve the Chemical Technician Skills Certificate of Achievement with no revisions.

Motion made by: Susan Caggiano; **Seconded by:** Jesus Lopez

The motion passed unanimously.

(Programs: CSLO/PLO Mapping)

- mm. Engineering AS/Certificate of Achievement

- nn. Introduction to Engineering Certificate of Achievement

Motion to approve CSLO/PLO mapping for the Engineering AS/Certificate of Achievement and Introduction to Engineering Certificate of Achievement as a block with no additional revisions.

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

The motion passed unanimously.

oo. Public Policy AA/Certificate of Achievement

Motion to approve CSLO/PLO mapping for the Public Policy AA/Certificate of Achievement with no additional revisions.

Motion made by: Susan Caggiano; **Seconded by:** Scott Silverman

The motion passed unanimously.

pp. Sociology AA-T

Motion to approve CSLO/PLO mapping for the Sociology AA-T with no additional revisions.

Motion made by: Scott Silverman; **Seconded by:** Susan Caggiano

The motion passed unanimously.

(Programs: Revisions)

qq. Digital Technician Certificate of Achievement

- Remove: PHOTO 5 (deactivated); Total Units reduced to 15 (was 18 units)
- CSLO/PLO mapping

Motion to approve the changes for the Digital Technician Certificate of Achievement with no additional revisions.

Motion made by: Dione Hodges; **Seconded by:** Bobby Simmons

The motion passed unanimously.

rr. Photographer's Assistant Certificate of Achievement

- Add: PHOTO 1 required courses; Remove: PHOTO 5 (deactivated); no change in units
- CSLO/PLO mapping

Motion to approve the changes for the Photographer's Assistant Certificate of Achievement with no additional revisions.

Motion made by: Walker Griffy; **Seconded by:** Dione Hodges

The motion passed unanimously.

ss. 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: Walker Griffy; **Seconded by:** Susan Caggiano

The motion passed unanimously.

VIII. New Business

None

IX. Old Business

None

X. Adjournment

Motion to adjourn the meeting at 4:58 pm.

Motion made by: Gary Huff; **Seconded by:** Kevin Roberts

The motion passed unanimously.