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# Curriculum Committee Minutes

**Wednesday, October 2, 2024, 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, <i>Chair</i>	Susan Caggiano	Walker Griffy	Kevin Roberts
Dione Hodges, <i>Vice Chair</i>	Evelyn Chantani	Sharlene Joachim	Steven Sedky
Jason Beardsley	Rachel Demski	Jesus Lopez	Bobby Simmons
Mary Bober	Susan Fila	Jacqueline Monge	Briana Simmons
Fariba Bolandhemat	Christina Gabler	Estela Narrie	Audra Wells
Walter Butler			

## Members Absent:

Lourdes Arévalo*	Keith Graziadei	Aileen Huang*	Lydia Strong
Javier Cambron			

*\*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:

Sheila Cordova	Sri Susilowati	Mark Tomasic	Olivia Vallejo
Luis Jauregui			

*(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:** Walker Griffy; **Seconded by:** Susan Caggiano

The motion passed unanimously.

## II. Public Comments

None

## III. Announcements

None

## IV. Approval of Minutes (September 4, 2024)

Motion to approve the minutes of September 4, 2024 with no revisions.

**Motion made by:** Walker Griffy; **Seconded by:** Susan Caggiano

The motion passed unanimously.

## V. Chair's Report

On Monday (10/7) at Tech Review, we'll be discussing and reviewing common course numbering (CCN) proposals in META. Reminder that CCN proposals are due to Tech Review by October 16<sup>th</sup>, but may be turned in by October 24<sup>th</sup>. Our goal is to get the CCN proposals approved as soon as possible.

## VI. Information Items

1. CSLO/PLO Mapping – Sheila Cordova and Jason Beardsley  
The CSLO/PLO Mapping workgroup is working on guidelines for submitting mapping proposals. ADTs are more complex due to the program requirements being a decision of the state/CSU, rather than locally created/decided. The committee has determined it would be best to begin reviewing and approving mapping proposals, with the understanding additional changes may need to be submitted further into the process, and once specific guidelines are determined.
2. Common Course Numbering (CCN) – Rachel Demski and Redelia Shaw  
Many questions are still pending regarding the CCN project (both regarding the technical aspects and content of the templates); additional guidelines and information should be coming soon. Requirements and instructions may change the further we get into this process.
  - When entering the CCN proposals in META, use the “Course – Change” proposal type.
  - Copy and paste the CCN template (“identical and required”) language directly into META
  - CCNs will be considered non-substantial changes by the Chancellor’s Office and keep the same course control number in COCI
  - If there is an option for “Part 2: Optional” language to be added, ensure the Part 1 language is listed first, and indicate “Part 2” language with an asterisk \* Part 2/optional language is at the discretion of the department.
  - We are still awaiting guidance from the Chancellor’s Office/CCN workgroup regarding the Objectives/Outcomes issue (Course Objectives and Student Learning Outcomes are separate areas of the COR, but are a “combined” field on the template)
  - For areas on the COR that are not part of the CCN template, we have not received any guidance, so the advice is to leave those as-is (or update as needed)
  - The Chancellor’s Office is automating most of the entry in COCI. The asterisks on “Part 2” sections will flag the optional/additional language that will be manually uploaded when Rachel Demski is entering the courses into the Chancellor’s Office system.
  - The asterisk won’t appear in the catalog – Rachel Demski also enters courses and programs in WebSIS; asterisks will be removed in the catalog, but will remain in META for now

The Tech Review team meets on alternating Mondays (next Monday 10/7; Monday 10/21). We’re going to discuss and review CCN proposals that have already been entered into META on Monday 10/7. You are welcome to join to listen in and ask questions. We are here to help!

3. Cal-GETC Updates (ADTs) – Estela Narrie and Dione Hodges  
We will need to resubmit ADTs with the Cal-GETC pattern details. The Cal-GETC workgroup is continuing to meet to provide ongoing updates to the work being done to implement for Fall 2025.
4. Local GE Pattern – Estela Narrie  
Conversations are still ongoing regarding the changes to the local GE pattern including courses applicable for oral communication and critical thinking, qualitative reasoning, and Ethnic Studies.

## VII. Action Items

*(Consent Agenda: Program Maps)*

- a. Biotechnology AS Program Map
- b. Biotechnology Certificates of Achievement Program Map  
Motion to approve the consent agenda of Program Maps (Biotechnology AS and Biotechnology Certificates of Achievement) with no revisions.  
**Motion made by:** Christina Gabler; **Seconded by:** Kevin Roberts  
The motion passed unanimously.

*(Courses: New)*

- c. ART 920 Wood Shop  
Motion to approve ART 920 with revisions to Course Objectives 2 and 3 (change objective 2 to

“Demonstrate collaborative practices in woodshop techniques” and objective 3 to “Apply best practices in maintaining an effective wood shop including safety, organization, and cleanliness”) and change SLO 1 to “Demonstrate safe use of woodworking tools.”

**Motion made by:** Walker Griffy; **Seconded by:** Sharlene Joachim

The motion passed unanimously.

d. DANCE 41B Contemporary Modern Dance 1B (Advisory: DANCE 41A)

Motion to approve DANCE 41B with revisions to change the start date to Spring 2026 and changes to SLO and Course Objective language (from “understand” to “identify.”)

**Motion made by:** Susan Caggiano; **Seconded by:** Christing Gabler

The motion passed unanimously.

Motion to approve DANCE 41B advisory of DANCE 41A with no revisions.

**Motion made by:** Audra Wells; **Seconded by:** Susan Caggiano

The motion passed unanimously.

e. DANCE 42B Contemporary Modern Dance 2B (Advisory: DANCE 42A)

Motion to approve DANCE 42B with revisions to change the start date to Spring 2026 and changes to SLO and Course Objective language (from “understand” to “identify.”)

**Motion made by:** Susan Caggiano; **Seconded by:** Christina Gabler

The motion passed unanimously.

Motion to approve DANCE 42B advisory of DANCE 42A with no revisions.

**Motion made by:** Audra Wells; **Seconded by:** Walker Griffy

The motion passed unanimously.

*(Courses: Substantial Changes)*

f. DANCE 41A Contemporary Modern Dance 1A (changed: course number (was 41), course name (was “Contemporary Modern Dance 1”), course description, SLOs, course objectives, course content, lab content, methods of presentation, methods of evaluation, textbooks, sample assignments)

Motion to approve changes to DANCE 41A with additional revisions to SLO and Course Objective language (from “understand” to “identify.”)

**Motion made by:** Estela Narrie; **Seconded by:** Walter Butler

The motion passed unanimously.

g. DANCE 42A Contemporary Modern Dance 2A (changed: course number (was 42), course name (was “Contemporary Modern Dance 2”), course description, SLOs, course objectives, course content, lab content, methods of presentation, methods of evaluation, sample assignments)

Motion to approve changes to DANCE 42A with additional revisions to SLOs and Course Objective language (from “understand” to “identify.”)

**Motion made by:** Dione Hodges; **Seconded by:** Audra Wells

The motion passed unanimously.

h. MATH 55C Concurrent Support for Quantitative Reasoning (corequisite: MATH 55)

Motion to approve MATH 55C corequisite of MATH 55 with no additional revisions.

**Motion made by:** Walker Griffy; **Seconded by:** Estela Narrie

The motion passed unanimously.

*(Courses: Distance Education)*

i. DANCE 41B Contemporary Modern Dance 1B (Emergency DE Only)

Motion to approve Emergency Distance Education for DANCE 41B with no revisions.

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

The motion passed unanimously.

j. DANCE 42B Contemporary Modern Dance 2B (Emergency DE Only)

Motion to approve Emergency Distance Education for DANCE 42B with no revisions.

**Motion made by:** Jesus Lopez; **Seconded by:** Bobby Simmons

The motion passed unanimously.

*(Programs: New)*

- k. Create Space: 3-D Design Output Noncredit Certificate of Completion

Motion to approve Create Space: 3-D Design Output Noncredit Certificate of Completion with revision to correct "non-credit" to "noncredit".

**Motion made by:** Audra Wells; **Seconded by:** Dione Hodges

The motion passed unanimously.

- l. Create Space: Digital Fabric Tools Noncredit Certificate of Completion

Motion to approve Create Space: Digital Fabric Tools Noncredit Certificate of Completion with revision to correct "non-credit" to "noncredit".

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

The motion passed unanimously.

- m. Create Space: Laser Cutting and Engraving Noncredit Certificate of Completion

Motion to approve Create Space: Laser Cutting and Engraving Noncredit Certificate of Completion with revision to correct "non-credit" to "noncredit".

**Motion made by:** Estela Narrie; **Seconded by:** Susan Fila

The motion passed unanimously.

- n. Create Space: Print Shop Tools Noncredit Certificate of Completion

Motion to approve Create Space: Print Shop Tools Noncredit Certificate of Completion with revision to correct "non-credit" to "noncredit".

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

The motion passed unanimously.

- o. Create Space: Wood Shop Noncredit Certificate of Completion

Motion to approve Create Space: Wood Shop Noncredit Certificate of Completion with revision to correct "non-credit" to "noncredit".

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

The motion passed unanimously.

*(Programs: CSLO/PLO Mapping)*

- p. Child and Adolescent Development AA-T

Motion to approve changes to Child and Adolescent Development AA-T with no additional revisions.

**Motion made by:** Susan Caggiano; **Seconded by:** Audra Wells

The motion passed unanimously.

- q. Elementary Teacher Education AA-T

Motion to approve changes to Elementary Teacher Education AA-T with no additional revisions.

**Motion made by:** Susan Caggiano; **Seconded by:** Jason Beardsley

The motion passed unanimously.

- r. Elementary Teacher Education Certificate of Achievement

Motion to approve changes to Elementary Teacher Education Certificate of Achievement with no additional revisions.

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

The motion passed unanimously.

- s. Introduction to Early Care & Education Noncredit Certificate of Completion

Motion to approve changes to Introduction to Early Care & Education Noncredit Certificate of Completion with no additional revisions.

**Motion made by:** Walker Griffy; **Seconded by:** Estela Narrie

The motion passed unanimously.

- t. Nature-based Pedagogy Certificate of Achievement  
Motion to approve changes to Nature-based Pedagogy Certificate of Achievement with no additional revisions.  
**Motion made by:** Walter Butler; **Seconded by:** Susan Caggiano  
The motion passed unanimously.

*(Programs: Revisions)*

- u. 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:** 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 5:03 pm.

**Motion made by:** Christina Gabler; **Seconded by:** Susan Caggiano

The motion passed unanimously.