



**Curriculum Committee  
Minutes  
October 25, 2021**

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**Members Present**

Dr. Robert White, Chairperson	Virginia Guleff, Vice President of Instruction
Denise Adams, Dean	Anthony Ferro, Associate Faculty, Kinesiology
Dr. Leslie Henson, English	Brian Donnelly, Career Counselor
Patrick McDougall, Physics	Daniel Donnelly, Academic Senate Representative
Jacob Vazquez, Agriculture	Dave Welton, Associate Faculty, Radio-TV-Film
Laurel Hartley, Associate Faculty, Sociology	Joel Keebler, Dean
Susan Craig, Allied Health	Dr. Shaun-Adrián Choflá, Family & Community Services/Business
Suzanne Wakim, SLO Coordinator	Kim Kirkwood, Cosmetology
Tia Germar, Library	Serey Vann, Articulation Officer
Donna Davis, Respiratory Care	

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**Absent**

VACANT, Counselor

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**Guests Present**

Dr. Carrie Monlux, Dean	Kenneth Bearden, ENGL
Eric Hoiland, Director Career/Academic Assessment	Linda Fischer, CSCI
Kelly Fredericks, ENGL	Teresa Doyle, Dean

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**AGENDA**

- 1. Agenda Approval**

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Motion to approve the agenda as amended: L. Hartley; Second, S. Wakim; Unanimous
- 2. Approval of Minutes**

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A. October 11, 2021  
Motion to approve minutes: L. Hartley; Second, S. Choflá; Unanimous

### 3. Consent Agenda

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#### A. New Courses

1. **CSCI 50 – Comp TIA Cloud+ (3 units)**  
Program applicable. (Computer System Administration). *Effective term: Fall 2022*
2. **CSCI 51 – IT Fundamentals+ (1.5 units)**  
Program applicable. (Computer System Administration). *Effective term: Fall 2022*
3. **CSCI 52 – IT Support Professional (3 units)**  
Program applicable. (Computer System Administration). *Effective term: Fall 2022*
4. **CSCI 76 – Windows Hybrid Infrastructures and Services (3 units)**  
Program applicable. *Effective term: Fall 2022*
5. **MUS 360 – Orchestra (0 units/Non-credit)**  
Stand alone. *Effective term: Fall 2022*

#### B. Distance Education

1. **AGS 20 – Plant Science (3 units)**  
Online modality; lecture, lab and hybrid. *Effective term: contingent on DE Committee approval*
2. **BIOL 1 – Introduction to Biology (4 units)**  
Online modality; lecture, lab and hybrid. *Effective term: contingent on DE Committee approval*
3. **BIOL 5 – Ecology and Field Biology (4 units)**  
Online modality; lecture, lab and hybrid. *Effective term: contingent on DE Committee approval*
4. **BIOL 7 – Sustaining Life on Earth (3 units)**  
Online modality; lecture and hybrid. *Effective term: contingent on DE Committee approval*
5. **BIOL 43 – Ecology and Evolution (5 units)**  
Online modality; lecture and hybrid. *Effective term: contingent on DE Committee approval*
6. **MUS 51 – Digital Music Production I (2 units)**  
Online modality; lecture and hybrid. *Effective term: contingent on DE Committee approval*
7. **MUS 53 – Digital Music Production II (3 units)**  
Online modality; lecture and hybrid. *Effective term: contingent on DE Committee approval*
8. **MUS 55 – Studio Recording II (4 units)**  
Online modality; lecture and hybrid. *Effective term: contingent on DE Committee approval*
9. **CSCI 50 – Comp TIA Cloud+ (3 units)**  
Online modality; lecture and lab. *Effective term: contingent on DE Committee approval*
10. **CSCI 51 – IT Fundamentals+ (1.5 units)**  
Online modality; lecture and lab. *Effective term: contingent on DE Committee approval*
11. **CSCI 52 – IT Support Professional (3 units)**  
Online modality; lecture, lab and hybrid. *Effective term: contingent on DE Committee approval*
12. **CSCI 76 – Windows Hybrid Infrastructure and Services (3 units)**  
Online modality; lecture, lab and hybrid. *Effective term: contingent on DE Committee approval*

#### C. Pedagogical Changes

1. **AJLE 130 – Law Enforcement Academy: Basic/State Parks Emphasis (46 units)**  
Change in ped cap from 46 to 60. *Effective term: Fall 2022*
2. **BIOL 9H – Current Issues in Biology (3 units)**  
Change in ped cap from 35 to 30. *Effective term: Fall 2022*
3. **MUS 55 – Studio Recording II (4 units)**  
Change in ped cap from 30 to 23. *Effective term: Fall 2022*

D. Major Modifications

1. **MUS 51 – Digital Music Production I (2 units)**

Change in title and course description; change in hours (from 17 to 8.5 lec hours/from 34 to 76.5 lab hours); change in units (from 1.5 units to 2.0 units); change in methods of instruction and evaluation, objectives, unit titles, assignments, and materials of instruction. *Effective term: Fall 2022*

2. **MUS 53 – Digital Music Production II (3 units)**

Change in title and course description, increase in hours (from 25.5 to 17 lecture hours and from 76.5 to 102 lab hours), methods of instruction and evaluation, objectives, unit titles, and assignments. *Effective term: Fall 2022*

E. Minor Modifications

1. **BIOL 1 – Introduction to Biology (4 units)**

Change in course description, unit titles, materials of instruction, and assignments. *Effective term: Fall 2022*

2. **BIOL 2 – Introduction to Human Biology (3 units)**

Change in course description, methods of instruction and evaluation, objectives, unit titles, assignments, and materials of instruction. *Effective term: Fall 2022*

3. **BIOL 5 – Ecology and Field Biology (4 units)**

Change in methods of instruction and evaluation, unit titles, and materials of instruction. *Effective term: Fall 2022*

4. **BIOL 7 – Sustaining Life on Earth (3 units)**

Change in course description. *Effective term: Fall 2022*

5. **BIOL 9 – Current Issues in Biology (3 units)**

Change in course description, methods of instruction and evaluation, objectives, unit titles, assignments, and materials of instruction. *Effective term: Fall 2022*

6. **BIOL 9H – Honors Current Issues in Biology (3 units)**

Change in ped cap and methods of instruction. *Effective term: Fall 2022*

7. **BIOL 10 – Survey of Human Systems (4 units)**

Change in methods of instruction and evaluation, unit titles, and materials of instruction. *Effective term: Fall 2022*

8. **BIOL 20 – Human Anatomy (4 units)**

Change in methods of instruction and evaluation, modality, materials of instruction, and assignments. *Effective term: Fall 2022*

9. **BIOL 21 – Human Physiology (4 units)**

Change in methods of instruction and evaluation, modality, materials of instruction, and assignments. *Effective term: Fall 2022*

10. **BIOL 41 – Cell and Molecular Biology (5 units)**

Change in modality, methods of instruction and evaluation, and material of instruction. *Effective term: Fall 2022*

11. **BIOL 43 – Ecology and Evolution (5 units)**

Change in unit titles and materials of instruction. *Effective term: Fall 2022*

12. **MUS 55 – Studio Recording II (4 units)**

Change in course description, methods of instruction and evaluation, objectives, unit titles, and assignments. *Effective term: Fall 2022*

F. Prerequisite/Corequisite Changes

1. **BIOL 21 – Human Physiology (4 units)**

Change in prerequisite: remove CHEM 110. *Effective term: Fall 2022*

G. Course Deletions (Information Only)

1. **AJLE 131 - Basic Interpretation Learning System; State Parks Emphasis (4.5 units)**

*Effective term: Fall 2022*

2. **AJLE 132 - Emergency Medical Responder; State Parks Emphasis (3.5 units)**

*Effective term: Fall 2022*

3. **AJLE 133 – Patrol Rifle (.5 units)**

*Effective term: Fall 2022*

H. New Programs

1. **AS-T Business Administration 2.0 (60 units) ▼**

*Effective term: Fall 2022*

Motion to approve the consent agenda: D. Adams; Second, S. Choflá; Unanimous

4. **New Business**

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A. New Courses

1. **CSCI 53 – Server Administration (3 units)**

Program applicable. (AS and CofA in Computer System Administration; AS and CofA in Cyber Security Practitioner). *Effective term: Fall 2022*

Linda Fischer represented the Computer Science Department

Linda reviewed the new course and its applicability to its related programs.

*See C. 1 for action*

B. General Education/UC Transfer Approval

1. **HIST 30 – History of the African American (3 units)**

General Education

CSU\_Constitution and American Ideals Category I – US History

2. **MCGS 32 – Introduction to African American Studies (3 units) information only**

General Education; CSU\_F

3. **MCGS 36 – Introduction to Chicano American Studies (3 units) information only**

General Education; CSU\_F

4. **MCGS 38– Introduction to Asian American Studies (3 units) information only**

General Education; CSU\_F

5. **ENGR 1 – Introduction to Engineering (3 units)**

General Education; CSU\_E

C. Distance Education

1. **CSCI 53 – Server Administration (3 units)**

Online modality; lecture, lab and hybrid. *Effective term: contingent on DE Committee approval*

- L. Fischer - There are no major issues in converting this course to online modality.

Motion to block and move to consent A.1 and C.1: S. Wakim; Second, L. Hartley; Unanimous

#### D. Major Modifications

##### 1. **ENGL 2 – Reading and Composition (4 units)**

Change in units (from 3 units lec to 4 units lec); change in hours (from 51 hours to 68 hours) change in catalog description and objectives; change in unit titles and materials of instruction. *Effective term: Fall 2022*

- K. Bearden – This course is composition-heavy and carries four units of load; last year the District removed the extra load associated with the course. The extra load and extra credit will support students.
- R. White – This request is a big ask because of its affects; ADT programs cannot go over 60 units; the District will make \$200,000 annually.
- K. Bearden – We asked the District to hold off for one year to research what other schools are doing. Fifty percent of the schools we looked at have a four unit course others have a five or six unit course.
- R. White – In adding a fourth unit, both ENGL 2 and ENGL 3 will be at the same unit value.
- A. Ferro – Will the schedule change from block scheduling?
- K. Bearden – Most instructors would like to make it a hybrid model by transitioning the lecture to an online modality.
- A. Ferro – Will the ENGL 2 classes be hybrid? Will the classes stay at 1.50 hours?
- K. Bearden – Instructors will be doing that anyway; the hours have shifted already. Most instructors will want to stick with block scheduling.
- R. White – The two-hour block could reduce the number of GE courses by half.
- K. Frederick – We will make sure to align with the block schedule.
- S. Craig – If you increase unit load it will also increase the faculty load? Is the extra unit requested as well?
- K. Bearden – The extra unit of load is because of the work faculty are doing and continue to do with AB705 and the reductions in courses.
- S. Craig – Can we circle back to my original question?
- K. Fredericks – We shifted the workload to make pedagogical changes.
- D. Adams – The work and the extra units sounds like office hours correct? Is this a C-ID course and is it 3 units? Why would we go above and beyond what C-ID is recommending? How are these courses different? How will the students know the difference? Can we look at the old and new COR's? Are students still encouraged to get through in two years?
- K. Bearden – These courses require 20 minute meetings/conferences per student; ENGL 2 is for students across the spectrum; ENGL 3 uses activity time to resolve issues for students needing extra time.
- K. Fredericks – ENGL 3 is for students who are nervous (individualize instruction) about the transferable level English course. ENGL 2 instructional reading support is needed; there are no more prerequisite courses to support.
- S. Choflá – What happens when it's not scheduled hybrid? Is there a system in place for ENGL 3 when it disrupts block scheduling?
- L. Henson – More students will complete ENGL 2 with more time for reading support.
- D. Adams – Were those topics discussed during the meetings?
- K. Fredericks – Embedded tutors work with reading support.
- S. Vann – Do we have to resubmit ADT's? The big selling point for students is the units of ENGL 2.

- R. White – This change will not impact the units that students have to take, it may have them taking different units for elective courses; students still have to take 60 units. Both courses would be four units. ENGL 3 has a ped cap of 25; ENGL 2 has a ped cap of 30.
- S. Wakim – The proposal for DE is problematic and sounds like homework when we codify modality in the COR; this needs to be changed.
- R. White – The hybrid box in META was to determine how you want the course to be scheduled. Does that address your concern?
- S. Wakim – Yes, if we can strike it out. We decided to give departments’ limited configurations to schedule hybrids.
- R. White: Only one option is allowed per COR; consistency for students without multiple versions of hybrid modality.
- P. McDougall – Where is the extra unit going to? Can it be a lab unit instead of lecture unit? It seems like it should be a lab unit.
- K. Bearden – Instructors choose what to do with the extra unit; every instructor has been doing something different.
- K. Frederick – We need the freedom to figure out what works best individually.
- D. Davis – For C-ID Objectives #1, how are they different? For Objective #2 – a 6,000 word statement was added; 6,000 instead of 5,000. Objective #8 - added proof, edit and requires essay. C-ID revision date is July 2021.
- K. Bearden – I thought we aligned them with C-ID; may have been looking at an older version of the C-ID document.
- K. Fredericks – As a department we updated the COR to align with C-ID.
- R White – Can we change this course to align with C-ID language and change 6,000 to 5,000?
- K. Bearden – Yes.
- K. Frederick – Yes.
- D. Welton – How do associate faculty handle the office hours in the proposed model? What are they doing now?
- K. Frederick – Written comments, conferences, and feedback from students. They will be able to handle it better.
- D. Welton – I am concerned about associate faculty not having an office space and the equity in this situation.
- K. Frederick –The office hours will be equitable for associate faculty.
- K. Bearden – As a department, we will ensure there are scheduling times and office space available for associate faculty.
- S. Wakim – Can we fix the DE issue too?
- R. White – We will fix for the next Curriculum meeting to validate for consent agenda.
- K. Fredericks – Most of what we teach is the rhetorical situation, complicated with online text, disciplines, and writing styles. This class is more complicated, etc.
- D. Adams – Is that included in the COR? If this is specified in the COR then I agree.
- K. Fredericks – I’m not sure if it is.
- S. Craig – Can we delay this until the next meeting to check on unit values, as well as other questions needing a bit more research?
- R. White – Yes. It is 50/50 across the State.
- K. Fredericks – The 50/50 is based on the increased demands of students, lateral reading, and going up stream tracking.
- A. Ferro – Again, is it going to affect block scheduling? How does this impact students?

- K. Fredericks – That’s why we embedded the DE scheduling; to offer instruction as needed.
- D. Donnelly – I think we need to table this to think about it more.
- D. Welton – Bob can we go over the definition of lecture and what constitutes it?
- D. Adams – I propose further discussion at the next meeting.

Motion to place this item as pending business on the next agenda for further discussion. Focus to be on the following (a) changes to DE modality request; (b) C-ID alignment, (c) clarity for the additional hours for student strategies; D. Adams; Second, S. Craig; Unanimous.

E. Pedagogical Changes

1. **ENGR 1 – Introduction to Engineering (3 units)**

Change in ped cap from 35 to 24. *Effective term: Fall 2022*

F. Minor Modifications

1. **HIST 30 – History of the African American (3 units)**

Change in course description and objectives; change in unit titles and methods of instruction and evaluation; change in assignments and materials of instruction. *Effective term: Fall 2022*

2. **MCGS 32 – Introduction to African American Studies (3 units) information only**

Change catalog description, objectives, methods of instruction and evaluation; change in assignments and materials of instruction. *Effective term: Fall 2021*

3. **MCGS 36 – Introduction to Chicano American Studies (3 units) information only**

Change catalog description, objectives, methods of instruction and evaluation; change in assignments and materials of instruction. *Effective term: Fall 2021*

4. **MCGS 38 – Introduction to Asian American Studies (3 units) information only**

Change catalog description, objectives, and unit titles; change in methods of instruction and evaluation; change in assignments and materials of instruction. *Effective term: Fall 2021*

- S. Vann – Over 20 colleges already have these type of courses meeting the Ethnic Studies requirement. The MCGS courses were approved for the Ethnic Studies category with a Fall 2021 start.

Motion to block and move to consent B.1 and F.1: L. Hartley; Second, S. Craig; Unanimous

5. **ENGR 1 – Introduction to Engineering (3 units)**

Change in materials of instruction. *Effective term: Fall 2022*

Robert White represented the Engineering Department

- R. White – The proposal is for ENGR 1 to be considered for CSU Area E. Also, an adjustment of the lab ped cap from 35 to 24. There are also minor changes in the materials of instruction.
- P. McDougall – Has the lab work evolved naturally?
- R. White – It was never a concern. They’ve managed to get it articulated with other Engineering courses. The undecided student figures out what engineering course they want to take after they come to us.
- P. McDougall – Articulation isn’t an issue with courses if students already know they are interested in engineering.
- S. Vann – ENGR 1 articulates with Electrical Engineering.

Motion to block and move to consent B.5, E.1, and F.5: B. Donnelly; Second, P. McDougall; Unanimous

## G. Program Modifications

### 1. **AS in Computer System Administration ▼**

Remove CSCI 73, CSCI 74 and CSCI 75 from required courses; add CSCI 50, CSCI 52; and CSCI 53 or CSCI 76 to required courses; add CMST 2 as an “or” option to BCIS 33 in the required core; change in units (from 35 units to 35–37 units). *Effective term: Fall 2022*

### 2. **Certificate of Achievement in Computer System Administration ▼**

Remove CSCI 73, CSCI 74 and CSCI 75 from required courses; add CSCI 50, CSCI 52; and CSCI 53 or CSCI 76 to required courses; add CMST 2 as an “or” option to BCIS 33 in the required core; change in units (from 35 units to 35–37 units). *Effective term: Fall 2022*

### 3. **AS in Cyber-Security Practitioner ▼**

Change in title; add CMST 2 as an “or” option to BCIS 33 in the required core; move CSCI 19 from required core to System Administration track; remove CSCI 73, CSCI 74 and CSCI 75 from the System Administration track; add CSCI 50, CSCI 52; and CSCI 53 or CSCI 76 to the System Administration track; change in units (from 35 units to 35–37 units).

*Effective term: Fall 2022*

### 4. **Certificate of Achievement in Cyber-Security Practitioner ▼**

Change in title; add CMST 2 as an “or” option to BCIS 33 in the required core; move CSCI 19 from required core to System Administration track; remove CSCI 73, CSCI 74 and CSCI 75 from the System Administration track; add CSCI 50, CSCI 52; and CSCI 53 or CSCI 76 to the System Administration track; change in units (from 35 units to 35–37 units).

*Effective term: Fall 2022*

- L Fischer – Changes have been made to CSCI courses; the certification expires for CSCI 73; CSCI 74; and CSCI 75. The courses overlap in degrees. Most of these changes follow the model curriculum.
- T. Germar – Will the study guides in the Library be valid?
- L. Fischer – The guides use the same skills, but tests will no longer be valid.

Motion to block and move to consent G.1 thru G.4: L. Hartley; Second, D. Adams; Unanimous

### 5. **AS in General Physics ▼**

Add GEOL 32, BIOL 41 and BIOL 43 to the required courses. Add four breadth options: GEOL option; CHEM option; BIOL option and MATH option.

For GEOL option, add the following: PSC 10; GEOL 34 or PSC 50/51. For CHEM option, add the following: CHEM 2; CHEM 21. For the BIOL option add the following: BIOL 42; select two from BIOL 15, BIOL 20 and BIOL 21. For the MATH option add the following: MATH 42; CSCI 20. Change in units (from 39 units to 54–60 units). *Effective term: Fall 2022*

Robert White represented the Engineering Department

- R. White – Basically there would be two Physics degrees; change AS Degree to a specific pattern offered by CSUC (General Physics). If a student earns this degree it will have all the core requirements for MATH, CHEM, GEOL, and BIOL breadth. The purpose is to create a pathways (70-75 units).
- B. Donnelly – I really like this. Could we add a comment about it being a pre-STEM degree?
- R. White – After the META Majors are built, we may want to consider a name change; utilize as a possible placeholder for students.
- P. McDougall – The intent is good for students.

- R. White – I added a PLO to address equity concerns that are not in the course level PLO’s.
- S. Wakim – Consideration should be given to add equity to all the PLO’s.

Motion to move to consent: S. Wakim; Second, S. Choflá; Unanimous

## 5. Miscellaneous Business

### A. Activity Units in the Online Modality

Robert White addressed the committee. Discussing the nuances of the activity unit and the request to move activity courses to the online space.

- S. Wakim – The wording in the AP states the activity unit can only be synchronous. Do we change the AP or change wording to asynchronous?
- R. White – Does this require students to be in video contact?
- K. Fredericks – The definitions were created before Zoom existed without camera-on interaction and supervised instruction.
- R. White -- How would the students know the difference between a fully online ENGL 2 or ENGL 3 class?
- K. Fredericks – ENGL 2 could be fully online synchronous; designing pedagogy for synchronous activities.
- L. Henson – I am currently teaching ENGL 3 as a hybrid; students of color would prefer a fully online class.
- R. White – It seems it would be natural to require ENGL 3, same units and time. Why would a student choose ENGL 2 online or fully face to face ENGL 3?
- L. Henson – Students who feel they need more support will choose ENGL 3; having synchronous instruction will clarify more support; our placement process had too many students taking ENGL 2 who should have been in ENGL 3.
- B. Donnelly – Is the intention with ENGL 2 to offer it hybrid or online?
- K. Fredericks – A very limited offering online; we are looking at flexibility and creative scheduling.
- A. Ferro – Did you say there will be very few limited choices, so students are forced to take ENGL 2 instead of ENGL 3?
- B. Donnelly – What are other colleges pass rates? Are we still trying to figure out what the pass rates are for our students?
- R. White – Do we undue the AP or our current protocols?
- S. Wakim – I vote not to change the AP and make activity synchronous only.

Motion to approve synchronous online activity hours only: S. Wakim; Second, B. Donnelly; Unanimous

## 6. Adjournment

Move to adjourn: S. Wakim; Second, L. Hartley; Unanimous