



CURRICULUM COMMITTEE

Minutes

Thursday, March 20, 2025

1:10-2:30pm, Zoom/9-154

Members Present: Lisa Palmer, Trang Luong, Frank Nguyen Le, David Monarres, Nick Carr, Adriana Lugo, Maureen Wiley, Danny Lynch, Camille Kaslan, Chialin Hsieh, Gonzalo Arrizon, Jinmei Lun, Ana Miladinova, Marco Raymundo

Members Absent: Allison Hughes, Andrew Soler, Hyla Lacefield

Guests: Elsa Torres, Maria Lara Blanco, Lorraine Barrales-Ramirez

1) Adoption of Agenda

a) Note new item: Change of title for CRER 127

Motion – to adopt the agenda including the change of title for CRER 127: M/S: Jinmei Lun, Chialin Hsieh

Discussion— none

Abstentions – none

Approval – approved unanimously

Consent Agenda

1) Approval of the minutes from 3.6.2025

2) Curriculum Items-

Business, Design & Workforce

- **Roscelli, Paul**
 - **ECON 100 - Principles of Macro Economics (3.00)** (Modified Course Proposal)
Proposed Changes: Honors Addition, Honors Revision, Textbooks Revision
- **Torres, Elsa**
 - **INTD 115 - Introduction to Interior Design (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
 - **INTD 126 - Critical Thinking for Interior Designers (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
 - **INTD 128 - Presentation Techniques (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision

- **INTD 148 - Color and Design (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
- **INTD 150 - History of Interiors I (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
- **INTD 151 - History of Interiors II (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
- **INTD 175 - Space Planning and Design (3.00)** (Modified Course Proposal) Proposed
Changes: Textbooks Revision
- **INTD 250 - Professional Practices for Interior Designers (3.00)** (Modified Course
Proposal) Proposed Changes: Textbooks Revision
- **INTD 260 - Overview of Lighting Design (3.00)** (Modified Course Proposal) Proposed
Changes: Textbooks Revision
- **INTD 272 - Kitchen and Bath Design (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
- **INTD 276 - Advanced Kitchen and Bath Design (2.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
- **INTD 300 - Studio I: Home Staging (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
- **INTD 301 - Portfolio Development (1.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
- **INTD 357 - Kitchen and Bath Systems (3.00)** (Modified Course Proposal) Proposed
Changes: Textbooks Revision
- **INTD 360 - CAD Applications for Interior Designers (3.00)** (Modified Course
Proposal) Proposed Changes: Textbooks Revision
- **INTD 361 - Chief Architect for Interior Designers (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
- **INTD 367 - 3D Modeling SketchUp for Interior Designers (3.00)** (Modified Course
Proposal) Proposed Changes: Textbooks Revision
- **INTD 400 - Principles of Sustainable Design (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
- **INTD 450 - Materials and Finishes (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
- **INTD 672 - Work Experience Education: Internship (1.00 - 3.00)** (Modified Course
Proposal) Proposed Changes: Textbooks Revision

- **Rivera, Rafael**
 - **RADT 400 - Orientation to Radiologic Technology (2.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
 - **RADT 410 - Radiographic Positioning (4.00)** (Modified Course Proposal) Proposed Changes: Textbooks Revision
 - **RADT 415 - Radiation Protection and Biology (3.00)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision
 - **RADT 430 - Principles of Radiographic Image Production (3.50)** (Modified Course Proposal) Proposed Changes: Textbooks Revision
 - **RADT 435 - Imaging Equipment and Quality Control (1.50)** (Modified Course Proposal) Proposed Changes: Textbooks Revision
 - **RADT 440 - Advanced Imaging Modalities & Specialized Procedures (4.00)** (Modified Course Proposal) Proposed Changes: Textbooks Revision
 - **RADT 450 - Registry Review (1.50)** (Modified Course Proposal)
Proposed Changes: Textbooks Revision

Motion – to approve the consent agenda, consisting of the minutes of the 3.6.25 meeting and the above curricular items: M/S: Adriana Lugo, Chialin Hsieh

Discussion— none

Abstentions – none

Approval – approved unanimously

<i>Substantive Agenda</i>

Counseling

- **Barrales-Ramirez, Lorraine**
 - **CRER 127 - Job Search Strategies (1.00)** (Cañada Modified Course Proposal)
Proposed Changes: Title Change, Distance Education Addition, Units Revision

Lorraine Barrales-Ramirez presented on behalf of this item. She shared that the change was minor, involving adding the distance education addition and increasing the course to a 1-unit format. The team had been collaborating with colleagues at CSM and decided to rename the course to better align with their offerings. The name was changed to "Job Search Strategies" to ensure consistency for students searching for the course across institutions.

Motion – to approve the course modifications of CRER 127: M/S: Trang Luong, Frank Nguyen Le

Discussion— none

Abstentions – none

Approval – approved unanimously

Office of Instruction

- **Committee, Curriculum**
 - **Certificate of Achievement Option 1: CSU General Education (CSU GE)** (Program Deactivation)
 - **Certificate of Achievement Option 2: Intersegmental General Education Transfer Curriculum (IGETC) - CSU** (Program Deactivation)
 - **Certificate of Achievement Option 3: Intersegmental General Education Transfer Curriculum (IGETC) - UC** (Program Deactivation)

Trang Luong presented on behalf of the above items. The discussion focused on three certificates that needed to be deactivated due to the implementation of Cal-GETC, which would replace existing transfer patterns starting in the fall. These certificates were current offerings aligned with older patterns, and a new transfer pattern was planned for presentation at a future meeting. It was noted that students with catalog rights could still complete and receive the certificates, and a teach-out plan was in place for those who had declared them as their program of study. A district-wide communication effort, led by Arielle Smith, was also mentioned to ensure consistent messaging across campuses. It was noted that a certificate of achievement with pending items had previously been approved.

Motion – to approve the deactivation of Certificate of Achievement Option 1: CSU General Education (CSU GE), Certificate of Achievement Option 2: Intersegmental General Education Transfer Curriculum (IGETC) – CSU, and Certificate of Achievement Option 3: Intersegmental General Education Transfer Curriculum (IGETC) - UC: M/S: Maureen Wiley, Camille Kaslan

Discussion— none

Abstentions – none

Approval – approved unanimously

- 1) Review draft of the Institutional Self-Evaluation Report (ISER), ACCJC standard 2.1-3 (second review)
- 2) Review rationales for high unit local degrees (second review)

Lisa Palmer initiated a working session by distributing handouts and requesting help from participants to provide input on Standard 2 of the ISER Report, specifically focusing on sections 2.1, 2.2, and 2.3. Lisa asked attendees to review the handout, jot down thoughts or examples, and particularly highlight how their departments support student success and meet industry standards. Participants were encouraged to think critically and contribute their expertise, as their specific insights were deemed valuable.

A second activity followed, asking the group to review faculty justifications for high-unit local degrees in pairs, identifying patterns or trends. Some topics of discussion included merging of programs, the necessity of some standalone degrees, and the tension between workforce readiness and transfer-oriented pathways. Issues like course prerequisites, degree alignment, and the impact of unit caps on ADT eligibility were debated. Participants highlighted the challenge of maintaining rigorous academic foundations—especially in STEM—while staying within unit constraints.

The group discussed the complexity of transfer pathways for students, especially in science disciplines like environmental science, where requirements vary significantly between institutions. They acknowledged that students transferring to UC or CSU campuses may not need to retake all courses, but some fields have institution-specific expectations. The conversation highlighted how students in programs such as biology often aim to transfer rather than complete associate degrees locally, with most eventually earning ADTs (Associate

Degrees for Transfer). Allied Health programs were seen as an exception, clearly aligned with employment and credentialing benefits. Questions arose about the purpose of local degrees in fields like chemistry, physics, and engineering, with some participants expressing doubt about their standalone value. There were concerns that reducing units for certain courses, such as physics labs, might undermine transfer articulation and student success. The group agreed that degree offerings should be intentional and based on data, not just to increase catalog listings. They suggested reviewing how many students actually earn these local degrees and whether they still support student goals.

Lisa thanked everyone for their input and thoughtful questions, emphasizing that the most important consideration should always be what is best for students. Chialin Hsieh reiterated that the priority lies in supporting students through academic programs—whether that means helping them transfer without repeating courses or preparing them for successful employment. Lisa also highlighted accreditation standards, particularly Standard 2.2, noting that such discussions demonstrate a commitment to meeting requirements and continuously improving educational outcomes.

Regular reports:

a. Chair

- i. No meeting April 17th (Flex)
- ii. CCN work session April 24, 1 – 2:30 pm in FTLC
- iii. Arielle Smith will be facilitating the district teach-out process for students who are completing the CSU-GE, IGETC-CSU, and IGETC-UC Certificates of Achievement

Lisa Palmer acknowledged that she had mistakenly scheduled the next meeting on Flex Day, so the meeting on April 17 is cancelled. She noted that on April 24, there would instead be a common course numbering work session. Lisa expressed hope that UC articulation results for phase one would be available by then, as having that information would be helpful before moving on to phase two. Additionally, it was again mentioned that Arielle Smith would be facilitating the district's teach-out process for students completing certificates that had recently been deactivated.

b. Articulation Officer

Trang Luong shared that phase two of the CCN project was ongoing and explained that due to the timing of the common course numbering templates being released late, the usual process for submitting courses was reversed. Typically, courses are submitted to UC TCA first to ensure UC transferability, followed by submission for Cal-GETC designations. However, because of the delayed template release, the UC TCA deadline was missed and courses were submitted for Cal-GETC first, with the plan to submit to UC TCA the following year. The UC system had accepted this approach for both phase one and phase two courses, but starting with phase three, they would need to return to the regular submission schedule.

c. Office of Instruction- no additional report

d. Curriculum Specialist



2024-2025 CURRICULUM REVIEW MATRIX ••• BY SUBJECT

Updated: 03/20/2025

"All 635 courses to be submitted by the Office of Instruction on behalf of the Curriculum Committee."

CTE / NON CTE	Discipline	To Be Reviewed	Completed	In The Queue	UNSUBMITTED
CTE	ACTG	5	2	1	2
	ARCH	1	1		
	BUS.	11	10	1	
	CBOT	12		1	11
	CIS	15	1	5	9
	FSE.	13			13
	INTD	21		21	
	MEDA	17		2	15
	MGMT	1	1		0
	RADT	21		12	10
	ECON	3		2	1
CTE Total		120	15	45	61
NON - CTE	BIOL	10	2	3	9
	DANC	51	49	19	0
	COMM	7	3	1	3
	ESL	13	13		0
	PSYC	8		1	7
	SOCI	6	4	2	0
	TEAM	25	5	20	0
	AQUA	6		6	
NON - CTE Total		126	76	52	19
Grand Total		246	91	97	80

Frank provided an update regarding the ADTs submitted to the State Chancellor's Office last year to comply with AB 928. These submissions had finally begun to be reviewed, and some, like the Anthropology ADT, required revisions. Although technically institutions have 18 months to implement a new template, revisions were still needed, and Frank planned to work with the AO and faculty to ensure timely resubmission.

Additionally, a reminder was given that all course outlines of record needed to be in the queue by April 10 to avoid deactivation by the curriculum committee. Representatives were urged to communicate this urgency to their departments. Finally, Frank clarified that at this stage, only non-catalog curriculum changes should be made, as the catalog production timeline was already in progress. Any major changes affecting catalog content—such as course titles, units, hours, prerequisites, or descriptions—should be deferred to the next academic year.

e. Divisions

Adriana Lugo shared an update from the ASL team regarding textbook reserves. Several courses, especially in the KAD division, were found to be using outdated textbooks or titles not currently available in reserves. Faculty were encouraged to submit any requests for physical books to be placed on reserve by May 1st, though funding was limited.

Additionally, Adriana promoted a Flex Day session where a revamped process for requesting streaming films would be introduced. Faculty and staff, including those affiliated with student clubs, were encouraged to attend and learn how to access these resources.

3) Adjournment of meeting

Motion – to adjourn the meeting M/S: Lisa Palmer, Frank Nguyen Le

Discussion—none

Abstentions – none

Approval – approved unanimously

Meeting adjourned at 2:20pm.