



**SKYLINE COLLEGE ACADEMIC SENATE
CURRICULUM COMMITTEE MINUTES
ZOOM MEETING**

DATE: April 20, 2022

PRESENT: Curriculum Committee

Tammy Calderon, Business, Education and Professional Programs

Jacque Escobar, Counseling

Emilie Hein, Science, Technology, Engineering & Mathematics

Jessica Hurless, Chair, Language Arts

Poh Kim Lim, Academic Support & Learning Technologies

Melissa Matthews, Counseling/Student Equity & Support Programs

Susanne Schubert, Science, Technology, Engineering & Mathematics

Erinn Struss, Language Arts

Arthur Takayama, Social Sciences/Creative Arts

Sanjyot (Pia) Walawalkar, Academic Support & Learning Technologies

Christopher Watters, Kinesiology, Athletics & Dance

Ronda Wimmer, Business, Education and Professional Programs

Ex Officio

Marianne Beck, Articulation Officer

Christopher Collins, Distance Education Coordinator

Adriana Johnston, Classified Senate Representative

Danni Redding Lapuz, Interim Vice President of Instruction

Maria Norris, Staff Support, Curriculum and Instructional Systems Specialist

Sherrie Prasad, Staff Support, Executive Assistant

ABSENT: Tony Brunicardi, Luis Escobar, Shannon Hoang, Alpha Lewis, William Minnich, James Wong

GUESTS: Michelle Amaral, Tom Broxholm, Rachel Cunningham, Alice Erskine, Chris Gibson, Carla Grandy, Denise Hum, Michael Kane, Lucia Lachmayr, Kelly Li, Regina Mitchell, Cassidy Ryan-White, Tina Watts, Madeline Wiest

Chair Jessica Hurless convened the meeting at 2:12 pm.

I. Approval of Minutes: March 16, 2022

The minutes of the March 16, 2022 meeting was accepted as submitted.

II. Consent Agenda

a. Brown Act Resolution – April 2022

Chair Hurless motioned to pass the Brown Act Resolution for April 2022 to continue meetings via Zoom while the state of emergency persists. The resolution passed unanimously.

III. Language Arts Division

a. Course Modifications

ENGL 100 – Composition

English Professor Lucia Lachmayr presented the modifications to ENGL 100 explaining that the prerequisite has been updated to be in compliance with AB705 and to be in alignment with College of San Mateo and Cañada College.

- Accepted the revision of the prerequisite for ENGL 100 (*Appropriate skill level as indicated by a 2.6 GPA or higher in high school, OR completion of ESL/ESOL 400, OR other measures as applicable. Students eligible for English 100 who would prefer to receive extra support in reading and writing skills may enroll in English 105*) effective Fall 2022.
- Accepted the modifications to ENGL 100 (*Prerequisite Revision and Textbooks Revision*) effective Fall 2022.

ENGL 105 – Composition with Support

Professor Lachmayr presented the modifications to ENGL 105 explaining that the prerequisite has been updated to be in compliance with AB705 and to be in alignment with College of San Mateo and Cañada College.

Art Professor Arthur Takayama inquired about the impact of eliminating ENGL 846. Professor Lachmayr replied that it would take students longer to complete English transfer courses if ENGL 846 continued to be a starting point. She explained that students have been just as successful in ENGL

100 and ENGL 105 courses without having first taken ENGL 846, and she added that the 5.0 unit ENGL 105 provides students who feel they need it with additional support that replaces the ENGL 846 course.

Chair Hurless reminded Professor Lachmayr to submit the memo request to bank ENGL 846 for the May 4 Curriculum Committee meeting.

- Accepted the revision of the prerequisite for ENGL 105 (*Appropriate skill level as indicated by high school GPA, OR completion of ESL/ESOL 400, OR other measures as applicable*) effective Fall 2022.
- Accepted the modifications to ENGL 105 (*Content Review Revision, Prerequisite Revision, and Textbooks Revision*) effective Fall 2022.

IV. Kinesiology, Athletics and Dance Division

a. Course Deletion

REC. 100 – Introduction to Recreation and Leisure Studies

No division representative from the Kinesiology, Athletics and Dance (KAD) division who was familiar with the long banked REC. 100 was present, so Chair Hurless presented the deletion request explaining that REC. 100 has not been offered since 1995 and the KAD division would like to delete the course so that it may be removed from ASSIST.

- Accepted the deletion of REC. 100 effective Fall 2022.

V. Science, Technology, Engineering and Mathematics Division

a. New Distance Education

ANST 420 – Application of Principles in Anesthesia Technology

Surgical Technology Professor Alice Erskine presented the modification to ANST 420 explaining that the distance education mode of delivery has been added.

Chair Hurless noted that other modifications to the course were accepted at a previous meeting.

- Accepted ANST 420 to be offered in the distance education mode of delivery effective Fall 2022.

b. Course DeletionMATH 680SA – Introduction to Data Science

Mathematics Professor Denise Hum presented the deletion request for MATH 680SA explaining this experimental course has been replaced by permanent course MATH 211.

- Accepted the deletion of MATH 680SA effective Fall 2022.

VI. Business, Education and Professional Programs Division**a. New Courses**AUTO 667SB – Automotive Digital Storage Oscilloscopes

Automotive Technology Professor Tom Broxholm presented AUTO 667SB explaining that after a survey conducted by the department's Advisory Board and in consultation with Industry partners, it was recommended that some one- to two-day topic specific courses be developed as refreshers for working automotive technicians. He added that he has created AUTO 667SB to be offered in two eight-hour days and said that the course will be taught in-person only.

- Accepted the recommended preparation for AUTO 667SB (*Professional work experience in the transportation industry on the repair side. Basic working knowledge of Automotive electrical components and systems*) effective Fall 2022.
- Accepted AUTO 667SB effective Fall 2022.

AUTO 667SC – Automotive Electrical Refresher

Professor Broxholm presented AUTO 667SC explaining that after a survey conducted by the department's Advisory Board and in consultation with Industry partners, it was recommended that some one- to two-day topic specific courses be developed as refreshers for working automotive technicians. He added that he has created AUTO 667SC to be offered in two eight-hour days and said that the course will be taught in-person only.

- Accepted the recommended preparation for AUTO 667SC (*Professional work experience in the transportation industry on the repair side. Basic working knowledge of Automotive electrical components and systems*) effective Fall 2022.
- Accepted AUTO 667SC effective Fall 2022.

b. New Courses with Distance Education

BARB 725 – State Board Written Examination Preparation

Cosmetology Coordinator Cassidy Ryan-White presented BARB 725 explaining that this course will be part of the Barbering certificate. She added that BARB 725 will be taught fully online.

- Accepted the prerequisite for BARB 725 (*BARB 701, BARB 702 and BARB 703, or equivalent; or admission to the Barbering Program by special application*) effective Fall 2022.
- Accepted BARB 725 to be offered in the distance education mode of delivery effective Fall 2022.
- Accepted BARB 725 effective Fall 2022.

COSM 725 – State Board Written Examination Preparation

Professor Ryan-White presented COSM 725 explaining that selected topic COSM 665SU has been converted to a permanent course to facilitate its inclusion in the Cosmetology certificate.

Counseling Professor Jacquie Escobar asked if the prerequisite needs to include the language “Admission to the Cosmetology Program by special application”. Professor Ryan-White replied that if a student completed their Cosmetology program elsewhere and only wants to take COSM 725, then entry to the course would be through the special application. Counselor Escobar suggested switching the language regarding the special application to the latter part of the sentence. Professor Ryan-White agreed to the change and asked to include similar language for BARB 725.

- Accepted the prerequisite for COSM 725 (*COSM 701, COSM 702 and COSM 703, or equivalent; or admission to the Cosmetology Program by special application*) effective Fall 2022.
- Accepted COSM 725 to be offered in the distance education mode of delivery effective Fall 2022.
- Accepted COSM 725 effective Fall 2022.

ECE. 901 – Child Development (Apprenticeship)

Child Development Services Coordinator Tina Watts presented ECE. 901 explaining that this course has been created to mirror ECE. 201 in order to align with and track students’ progress in the Early Childhood

Apprenticeship Program.

Professor Escobar asked for clarification on the articulation of ECE. 901. Articulation Officer Marianne Beck replied that as a cross-listed course ECE. 901 has the same UC/CSU transferability, CSU GE designations and IGETC designations as ECE. 201. She added that the course does have to be submitted independently for C-ID approval.

Professor Takayama asked if the recommended preparation of “Eligibility for ENGL 846 or ESOL 400, or equivalent” is valid given that ENGL 846 will be banked. Chair Hurless explained that because of the requirements of AB705, the English and Mathematics faculty are currently engaging in and will continue conversations in Fall 2022 to determine the new language for frequently recommended English preparation. When that language is approved by the English faculty, the affected courses will be updated.

Chair Hurless noted that there was a new textbook edition recommended by Librarian Kim Lim during technical review and reminded Professor Watts that a hard copy textbook option is required even if the hard copy is not being used. Professor Watts agreed to add the hard copy textbook to ECE. 901.

- Accepted the prerequisite for ECE. 901 (*This course is specific for students who have been accepted into the Early Childhood Apprenticeship Program [ECAP]*) effective Fall 2022.
- Accepted the recommended preparation for ECE. 901 (*Eligibility for ENGL 846 or ESOL 400, or equivalent*) effective Fall 2022.
- Accepted ECE. 901 to be offered in the distance education mode of delivery effective Fall 2022.
- Accepted ECE. 901 effective Fall 2022.

ECE. 910 – Early Childhood Education Principles (Apprenticeship)

Professor Watts presented ECE. 910 explaining that this course has been created to mirror ECE. 210 in order to align with and track students’ progress in the Early Childhood Apprenticeship Program.

Counselor Escobar noted that the recommended English preparation for ECE. 910 is different from ECE. 901. Professor Watts replied that ECE. 910 was cloned from ECE. 210 and said that she will review the recommended preparation with the ECE. faculty, though the core curriculum was adopted statewide with the specific recommendations.

- Accepted the prerequisite for ECE. 910 (*This course is specific for students who have been accepted into the Early Childhood*

Apprenticeship Program (ECAP)) effective Fall 2022.

- Accepted the recommended preparation for ECE. 910 (*Eligibility for ENGL 100 or ENGL 105, or equivalent*) effective Fall 2022.
- Accepted ECE. 910 to be offered in the distance education mode of delivery effective Fall 2022.
- Accepted ECE. 910 effective Fall 2022.

ECE. 911 – Early Childhood Education Curriculum (Apprenticeship)

Professor Watts presented ECE. 911 explaining that this course has been created to mirror ECE. 211 in order to align with and track students' progress in the Early Childhood Apprenticeship Program.

- Accepted the prerequisite for ECE. 911 (*This course is specific for students who have been accepted into the Early Childhood Apprenticeship Program (ECAP)*) effective Fall 2022.
- Accepted the recommended preparation for ECE. 911 (*Eligibility for ENGL 846 or ESOL 400, or equivalent*) effective Fall 2022.
- Accepted ECE. 911 to be offered in the distance education mode of delivery effective Fall 2022.
- Accepted ECE. 911 effective Fall 2022.

ECE. 912 – Child, Family and Community (Apprenticeship)

Professor Watts presented ECE. 912 explaining that this course has been created to mirror ECE. 212 in order to align with and track students' progress in the Early Childhood Apprenticeship Program.

- Accepted the prerequisite for ECE. 912 (*This course is specific for students who have been accepted into the Early Childhood Apprenticeship Program (ECAP)*) effective Fall 2022.
- Accepted the recommended preparation for ECE. 912 (*Eligibility for ENGL 846 or ESOL 400, or equivalent*) effective Fall 2022.
- Accepted ECE. 912 to be offered in the distance education mode of delivery effective Fall 2022.
- Accepted ECE. 912 effective Fall 2022.

ESTI 715 – Cosmetology to Esthetician Crossover I

Professor Ryan-White presented ESTI 715 explaining that with the recent

legislation change, this crossover course will allow cosmetologists to obtain an Esthetician license through a shorter program approved by the California State Board of Cosmetology. Cosmetology Professor Tammy Calderon added that ESTI 715 is the first of the three course sequence and will be offered to students who are looking to obtain dual licensing.

- Accepted the prerequisite for ESTI 715 (*Completion of a California approved cosmetology program or a valid California cosmetology license and admission to the Esthetics program by special application*) effective Fall 2022.
- Accepted ESTI 715 to be offered in the distance education mode of delivery effective Fall 2022.
- Accepted ESTI 715 effective Fall 2022.

ESTI 720 – Cosmetology to Esthetician Crossover II

Cosmetology Professor Regina Mitchell presented ESTI 720 explaining that this is the second course in the three course sequence that will allow cosmetologists to obtain an Esthetician license through a shorter program approved by the California State Board of Cosmetology. She added that two sections of ESTI 720 will be offered each semester with and early and late start dates.

- Accepted the prerequisite for ESTI 720 (*ESTI 715 or equivalent*) effective Fall 2022.
- Accepted ESTI 720 to be offered in the distance education mode of delivery effective Fall 2022.
- Accepted ESTI 720 effective Fall 2022.

ESTI 725 – State Board Written Exam Preparation – Esthetics

Professor Ryan-White presented ESTI 725 explaining that selected topic ESTI 665SA has been converted to a permanent course to facilitate its inclusion in the Esthetics certificate.

Professor Escobar asked if the prerequisite requires the language “Admission to the Cosmetology Program by special application”. Professor Ryan-White replied that the special application should be included in the prerequisite and also asked that ESTI 720 be added as an option to clear the course prerequisite. After a brief discussion, it was decided that the prerequisite would read “Completion of or concurrent enrollment in ESTI 776 or ESTI 720, or equivalent; or admission to the Esthetics program by special application.”

Professor Calderon suggested removing the “optional elective” language from the first sentence of the Catalog description, which should read “Designed for esthetic students in their final semester of the program”.

- Accepted the prerequisite for ESTI 725 (*Completion of or concurrent enrollment in ESTI 776 or ESTI 720, or equivalent; or admission to the Esthetics program by special application*) effective Fall 2022.
- Accepted ESTI 725 to be offered in the distance education mode of delivery effective Fall 2022.
- Accepted ESTI 725 effective Fall 2022.

WELL 722 – Integrative Therapies in Sports Medicine & Rehabilitation

Wellness Professor Ronda Wimmer presented WELL 722 explaining that this will be a required course for a new Wellness certificate.

- Accepted the recommended preparation for WELL 722 (*Eligibility for ENGL 846 or ESOL 400, or equivalent*) effective Fall 2022.
- Accepted WELL 722 to be offered in the distance education mode of delivery effective Fall 2022.
- Accepted WELL 722 effective Fall 2022.

WELL 724 – Integrative Health & Wellness Coaching, Laws & Business

Professor Wimmer presented WELL 724 explaining that this will be a core course for a new Wellness certificate. She added that the course will focus on coaching and the laws and regulations of being a Health and Wellness coach and practitioner.

- Accepted the recommended preparation for WELL 724 (*Eligibility for ENGL 846 or ESOL 400, or equivalent*) effective Fall 2022.
- Accepted WELL 724 to be offered in the distance education mode of delivery effective Fall 2022.
- Accepted WELL 724 effective Fall 2022.

c. New Program

Cosmetology to Esthetician Crossover, Certificate of Specialization

Professor Ryan-White presented the Cosmetology to Esthetician Crossover Certificate of Specialization explaining that this is a short 300 hour

Cosmetology to Esthetician Crossover program that will provide a dual certificate for cosmetologists and estheticians.

Professor Escobar asked why the certificate was created at 15-units rather than a minimum 16-units so that students could be eligible for financial aid. Professor Ryan-White replied that the extra unit would not be necessary to complete the program, so she didn't want students to be charged for or have to complete any unnecessary units. She added that students taking this program would already have a job where they are earning a wage, and this program would be part of their required continuing education.

- Accepted the Cosmetology to Esthetician Crossover Certificate of Specialization effective Fall 2022.

d. Program Deletion

Integrated Massage and Manual Therapy, Certificate of Achievement

Professor Wimmer presented the request to delete the Integrated Massage and Manual Therapy Certificate of Achievement explaining that the Massage Therapy program is being discontinued and the certificate will never be offered.

- Accepted the deletion of the Integrated Massage and Manual Therapy Certificate of Achievement, effective immediately as it was never entered into the Chancellor's Office Curriculum Inventory for approval and has never been available to students.

e. Change to Program End Date

Massage Therapy, Certificate of Achievement

Professor Wimmer presented the request to reinstate the Massage Therapy Certificate of Achievement for the 2021-2022 academic year explaining that while no cohort was started this academic year, a student began the program in fall and will actually complete the program coursework this spring.

Dean of Business, Education and Professional Programs Michael Kane added that because of this loophole/miscommunication, they are requesting to extend the end date of the Certificate of Achievement, which will allow the student to obtain catalog rights for 2021-2022 and be able to receive the Massage Therapy Certificate of Achievement. He said that he doesn't anticipate any additional students completing the program this

year, and Skyline won't be a CAMTC-affiliated school after this Spring semester.

Ms. Norris inquired of TES Program Supervisor Madeline Wiest and Degree Audit Program Services Coordinator Adriana Johnston what will be required to add the certificate back to the current Catalog. Ms. Wiest replied that the program can be scribed to the current catalog and asked that the certificate title and program ID number be sent to her to facilitate that. Ms. Johnston indicated that there would need to be an adjustment to the SMAPRLE entry in Banner.

- Accepted the reinstatement of the Massage Therapy Certificate of Achievement to the 2021-2022 Catalog to accommodate the student.

VII. Information Item

a. Degree Pathway Language – Update

Chair Hurless explained that she had shared the committee's feedback regarding the Degree Pathway Language from the March 2 meeting with the District Curriculum Committee. She stated that after some discussion it was determined that for now bullet #5 under "Title 5 (55063) Associate Degree Requirements" must be retained. She added that conversations on this topic will continue in District Curriculum Committee.

VIII. Other

No additional items were discussed.

IX. Adjourn

Chair Hurless adjourned the meeting at 4:10 pm.