



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

**DATE:** November 17, 2021

**PRESENT:** Curriculum Committee

Tammy Calderon, Business, Education and Professional Programs  
Jacquie Escobar, Counseling  
Emilie Hein, Science, Technology, Engineering and Mathematics  
Jessica Hurless, Chair, Language Arts  
Alpha Lewis, Global Learning Programs & Services  
Poh Kim Lim, Academic Support & Learning Technologies  
Melissa Matthews, Counseling/Student Equity & Support Programs  
Susanne Schubert, Science, Technology, Engineering and Mathematics  
Erinn Struss, Language Arts  
Sanjyot (Pia) Walawalkar, Academic Support & Learning Technologies  
Christopher Watters, Kinesiology, Athletics and Dance  
Ronda Wimmer, Business, Education and Professional Programs  
James Wong, Social Sciences/Creative Arts

Ex Officio

Marianne Beck, Articulation Officer  
Christopher Collins, Distance Education Coordinator  
Shannon Hoang, Associated Students of Skyline College

Maria Norris, Staff Support, Curriculum and Instructional Systems Specialist  
Sherrie Prasad, Staff Support, Executive Assistant

**ABSENT:** Tony Brunicardi, Luis Escobar, Adriana Johnston, William Minnich,  
Danni Redding Lapuz, Arthur Takayama

**GUESTS:** Lindsey Ayotte, Rosemary Bell, Chris Gibson, Carla Grandy, Michael Kane, Kelly Li,  
Soledad McCarthy, Shaun Perisho, Nicole Porter, John Ulloa, Madeline Wiest

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

**I. Approval of Minutes: November 3, 2021**

The minutes of the November 3, 2021 meeting were accepted as submitted.

**II. Consent Agenda**

**a. Course Modifications**

HIST 203 – The United States Since 1945

- Accepted the modifications to HIST 203 (*Catalog Description Revision, Content Review Revision, Lecture Content Revision, Method of Evaluation Revision, Methods of Instruction Revision, Objectives Revision, Representative Assignments Revision, Student Learning Outcomes Revision, and Textbooks Revision*) effective Fall 2022.

PHYS 695 – Independent Study in Physics

- Accepted the modifications to PHYS 695 (*Distance Education Addition, Method of Evaluation Revision, Mode of Delivery Revision, and Representative Assignments Revision*) effective Fall 2022.

**III. Social Science/Creative Arts Division**

**a. Course Modifications**

HIST 100 – History of Western Civilization I

History Professor James Wong presented the modifications to HIST 100 explaining that History is currently going through Comprehensive Program Review and the course outline of record has been updated to reflect discussion of the experiences of different ethnic groups in Western European history.

Chair Hurless made a suggestion to update the language for Student Learning Outcomes (SLO) #2. After a brief discussion, it was decided that the updated language for SLO #2 would be “*Assess the history of ethnicity, gender and class from the ancient world to the 1500s in shaping personal experiences.*” Professor Wong also requested that “1500” be replaced with “1500’s” throughout the SLOs. Chair Hurless said that she will make the

changes in CurricUNET.

- Accepted the modifications to HIST 100 (*Method of Evaluation Revision Methods of Instruction Revision, Student Learning Outcomes Revision, and Textbooks Revision*) effective Fall 2022.

### HIST 310 – California History

History Professor Rosemary Bell presented the modifications to HIST 310 explaining that History is currently going through Comprehensive Program Review.

Chair Hurless noted that a comment was made in technical review that asked how the assessment of history and the impact on gender, race and ethnicity would be addressed in the SLOs. A brief discussion took place, and History Professor John Ulloa suggested reviewing SLO D from HIST 429 and adding a similar SLO to HIST 310. Professor Bell agreed to add the SLO “*Assess the role of history of race, ethnicity, gender, and class in shaping personal experiences pertaining to California History to HIST 310.*” Chair Hurless said that she will make the update in CurricUNET.

Professor Ulloa suggested the remaining SLOs be updated to align with the updated SLOs reworked for other History courses during the Comprehensive Review process. Professors Bell and Wong agreed The History faculty will work together to provide updated SLOs to Professor Hurless for CurricUNET entry, and the course will be brought back as an information item for transparency on the updates.

- Provisionally accepted the modifications to HIST 310 (*Catalog Description Revision, Distance Education Addition, Lecture Content Revision, Method of Evaluation Revision, Representative Assignments Revision, and Student Learning Outcomes Revision*) pending updated SLOs, effective Fall 2022.

### PSYC 105 – Experimental Psychology

Psychology Professor Shaun Perisho presented the modifications to PSYC 105 explaining that the course outline of record has been updated so the course can be submitted for CSU GE Areas B2 and D.

Chair Hurless asked about adding an OER textbook for PSYC 105, and Professor Perisho agreed to the addition of an OER on Psychology research methods that was suggested by Librarian Pia Walawalkar, which Chair Hurless will add to CurricUNET.

Chair Hurless pointed out that there is prerequisite misalignment between

Skyline's and CSM's PSYC 105 in that CSM's course does not require a Statistics prerequisite. It was pointed out that CSM's course does not currently meet a C-ID, and Counseling Professor Jacquie Escobar said that Statistics is required for the PSY 200 C-ID designation Skyline's course holds, so it is not Skyline that needs to change the existing prerequisite. It was decided that Professor Perisho will work on prerequisite alignment with the CSM Psychology faculty.

- Accepted the modifications to PSYC 105 (*Distance Education Revision, Lecture Content Revision, Objectives Revision, Representative Assignments Revision, Student Learning Outcomes Revision, Textbooks Revision, and Transferability Revision*) effective Fall 2022.

#### **b. Course Reactivations with New Distance Education**

##### HIST 420 – Survey of Latin American History

Professor Ulloa presented the reactivation of HIST 420 explaining that History is currently going through Comprehensive Program Review and the department would like to offer the course again because Skyline College is a Hispanic-Serving Institution (HSI).

Professor Escobar asked if the transferability for CSU GE Area D - Social Institutions would be applied to HIST 420. Professor Ulloa replied that he would like to request that designation. Curriculum and Instructional Systems Specialist Maria Norris said that she would add that transferability request in CurricUNET.

Chair Hurless noted that ETHN 101 at CSM may be a similar course to HIST 420 and asked Professor Ulloa to review the course for similarity.

- Accepted the reactivation of HIST 420 effective Fall 2022.
- Accepted HIST 420 to be offered in the distance education mode of delivery effective Fall 2022.
- Accepted the modifications to HIST 420 (*Reactivation from Banked Status, Distance Education Addition, Grading Method Revision, Objectives Revision, Representative Assignments Revision, Student Learning Outcomes Revision, Textbooks Revision, and Transferability Revision*) effective Fall 2022.

##### HIST 429 – History of Latin@s/x in the United States

Professor Ulloa presented the reactivation of HIST 429 explaining that

History is currently going through Comprehensive Program Review and the department would like to offer HIST 429 again because Skyline College is a Hispanic-Serving Institution (HSI). He added that he worked with students, the Marketing department, and fellow faculty on the revised title to ensure inclusivity for Latin@s/x culture.

Chair Hurless noted that Cañada College appears to offer the same course under HIST 246, though Cañada's course is not currently approved for CSU GE Area D Social Sciences US-1. A discussion took place regarding the misalignment and Professor Ulloa explained that the course number at Skyline was selected by design to keep the ethnic History courses grouped together in the 420's. Chair Hurless concluded that there will be a need for ongoing conversations with the District Curriculum Committee to align the two History courses.

- Accepted the reactivation of HIST 429 effective Fall 2022.
- Accepted HIST 429 to be offered in the distance education mode of delivery effective Fall 2022.
- Accepted the modifications to HIST 429 (*Reactivation from Banked Status, Catalog Description Revision, Distance Education Addition, Lecture Content Revision, Method of Evaluation Revision, Methods of Instruction Revision, Mode of Delivery Revision, Objectives Revision, Representative Assignments Revision, Student Learning Outcomes Revision, Textbooks Revision, and Title Revision*) effective Fall 2022.

#### IV. Business, Education and Professional Programs Division

##### a. Course Modifications

###### BUS. 113 – Personal Finance

Business Professor Soledad McCarthy presented the modifications to BUS. 113 explaining that updates have been made to align with College of San Mateo's and Cañada College's courses.

Ms. Norris asked for clarification on the difference between BUS. 113 and BUS. 162, and Professor McCarthy replied that she is planning to bank BUS.162 since it is no longer being offered. She said she would submit a request to the Curriculum Committee soon.

Chair Hurless asked if there were OER or ZTC resources available for BUS. 113, and Professor McCarthy replied that she is working with Librarian Ame Maloney to find the best OER link that includes math and quantitative

reasoning, and once determined she will add the OER link to the course.

Articulation Officer Marianne Beck mentioned that BUS. 113 has been submitted for CSU GE B4 approval and for UC transfer. She added that BUS. 113 will be available to offer in Fall 2023.

- Accepted the modifications to BUS. 113 (*Catalog Description Revision, Content Review Revision, Distance Education Revision, Lecture Content Revision, Objectives Revision, Representative Assignments Revision, Schedule Description Revision, Student Learning Outcomes Revision, and Textbooks Revision*) effective Fall 2023.

### R.E. 100 – Real Estate Principles

Professor McCarthy presented the modifications to R.E. 100 explaining that Real Estate is currently going through Comprehensive Program Review and the course outline of record has been updated to align with College of San Mateo. She added that R.E. 100 is one of the requirements for students to be eligible to take the State exam.

- Accepted the removal of recommended preparation for R.E. 100 (*Eligibility for ENGL 846 or ESOL 400, or equivalent. Completion of MATH 110, or MATH 111 and MATH 112, with a grade of C or better, or equivalent*) effective Fall 2022.
- Accepted the modifications to R.E. 100 (*Catalog Description Revision, Distance Education Revision, Lecture Content Revision, Method of Evaluation Revision, Mode of Delivery Revision, Objectives Revision, Recommended Preparation Revision, Representative Assignments Revision, Schedule Description Revision, Student Learning Outcomes Revision, and Textbooks Revision*) effective Fall 2022.

### R.E. 110 – Real Estate Practice

Professor McCarthy presented the modifications to R.E. 110 explaining that Real Estate is currently going through Comprehensive Program Review and the course outline of record has been updated to align with College of San Mateo.

Chair Hurless noted that committee member Arthur Takayama had provided a wording suggestion for SLO #3 during technical review. She indicated the updated wording would be “*Evaluate federal and state laws and regulations as to how real estate agents are required to perform their work*”. Professor McCarthy agreed to the updated language for SLO #3.

Counseling Professor Jacquie Escobar indicated there was a punctuation error in the last sentence of the Catalog Description. Ms. Norris replied that she would fix it in CurricUNET.

- Accepted the modifications to R.E. 110 (*Catalog Description Revision, Distance Education Revision, Lecture Content Revision, Method of Evaluation Revision, Methods of Instruction Revision, Mode of Delivery Revision, Objectives Revision, Representative Assignments Revision, Schedule Description Revision, Student Learning Outcomes Revision, and Textbooks Revision*) effective Fall 2022.

#### R.E. 131 – Real Estate Finance I

Professor McCarthy presented the modifications to R.E. 131 explaining that Real Estate is currently going through Comprehensive Program Review and the course outline of record has been updated to align with College of San Mateo. She added that R.E. 131 is also one of the requirements for students to be eligible to take the State exam.

Chair Hurless noted that a total of between 8-10 Specific Instructional Objectives are required for a 3.0 unit course, and R.E. 131 has only 7 objectives. She offered to email Professor McCarthy some suggestions for a few additional objectives to add.

Professor Escobar indicated that there was a grammatical error on the last sentence of the Catalog Description and suggested updating the language to “needed for licensing”. Ms. Norris indicated that she will make the update in CurricUNET.

- Accepted the modifications to R.E. 131 (*Catalog Description Revision, Distance Education Revision, Method of Evaluation Revision, Methods of Instruction Revision, Mode of Delivery Revision, Representative Assignments Revision, Schedule Description Revision, Student Learning Outcomes Revision, and Textbooks Revision*) effective Fall 2022.

## **V. Language Arts Division**

### **a. New Course with Distance Education**

#### COMM 170 – Oral Interpretation I

Communication Studies Professor Lindsey Ayotte presented COMM 170 explaining that Speech & Debate (Forensics) have different components

such as Public Speaking and Argumentation & Debate and also includes Oral Interpretation. She said that COMM 170 would bring the missing element of Oral Interpretation to assist the Forensics team to get to the next level in competitions. She added that she aligned COMM 170 with College of San Mateo and other colleges who offer this course, and COMM 170 will be offered to the learning communities at Skyline College.

Chair Hurless noted that COMM 170 is seeking a UC designation but College of San Mateo's course is not UC transferable. She requested that Professor Ayotte connect with the CSM faculty and inform them that Skyline will be seeking a UC designation for COMM 170 and ask if CSM could seek the same designation for their course.

Professor Escobar suggested that if we are seeking a UC designation, there should be language aligned with UC humanities requirements. Chair Hurless agreed that the language from UC humanities requirements should be included in the course content, objectives and student learning outcomes.

- Professor Ayotte agreed to connect with the CSM faculty and Professors Ayotte and Hurless will update the COR language for UC transferability. The course will be brought back for approval at the December 1 meeting.

## **VI. Science, Technology, Engineering and Mathematics Division**

### **a. Program Modification**

#### Physics for Transfer, AS-T Degree

Physics Professor Emilie Hein presented the modifications to the Physics for Transfer AS-T degree explaining that Physics is currently going through Comprehensive Program Review and the Program Learning Outcomes have been updated.

Professor Escobar requested that the stricken phrase "or similar major" be retained under the Program description. Professor Hein agreed. Chair Hurless said that she will make the update in CurricUNET.

- Accepted the modifications to the Physics for Transfer AS-T degree, effective upon State Chancellor's Office approval.

## **VII. Information Item**

### 11/15/21 District Curriculum Committee Report



Chair Hurless provided an update on the November 15 District Curriculum Committee meeting. She reported that the AP/IB/CLEP credit results were shared and it was found that there are 10 programs that have discrepancies across the district. She explained that an email will be sent to request that discipline faculty from each of the sister colleges review the UC/CSU placements and reach a consensus.

**VIII. Other**

Chair Hurless wished the committee members and guests a happy Thanksgiving holiday.

**IX. Adjourn**

Chair Hurless adjourned the meeting at 3:57 pm.