



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

DATE: December 15, 2021

PRESENT: Curriculum Committee

Tony Brunicardi, Kinesiology, Athletics & Dance
Tammy Calderon, Business, Education and Professional Programs
Jacquie Escobar, Counseling
Emilie Hein, Science, Technology, Engineering & 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 & Mathematics
Erinn Struss, Language Arts
Christopher Watters, Kinesiology, Athletics & Dance
Ronda Wimmer, Business, Education and Professional Programs
James Wong, Social Science/Creative Arts

Ex Officio

Marianne Beck, Articulation Officer
Christopher Collins, Distance Education Coordinator
Shannon Hoang, Associated Students of Skyline College 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: Luis Escobar, Adriana Johnston, William Minnich, Arthur Takayama,
Sanjyot (Pia) Walawalkar

GUESTS: Carina Anttila-Suarez, Chris Case, Alice Erskine, Carla Grandy, Michael Kane,
Nick Langhoff, Kelly Li, Mustafa Popal, Nicole Porter, Cassidy Ryan-White,
Madeline Wiest, Rika Yonemura-Fabian

Chair Jessica Hurless convened the meeting at 2:11 pm.

I. Approval of Minutes: December 1, 2021

The minutes of the December 1, 2021 meeting were accepted as submitted.

II. Consent Agenda

a. Course Modifications

ANST 400 – Professional Aspects of Anesthesia Technology

- Accepted the modifications to ANST 400 (*Lecture Content Revision*) effective Fall 2022.

ANST 405 – Basic Principles of Anesthesia Technology

- Accepted the modifications to ANST 405 (*Lecture Content Revision, Objectives Revision, Student Learning Outcomes Revision, and Textbooks Revision*) effective Fall 2022.

ANST 410 – Basic Anesthesia Equipment

- Accepted the modifications to ANST 410 (*Catalog Description Revision and Lecture Content Revision*) effective Fall 2022.

CHEM 114 – Survey of Chemistry and Physics

- Accepted the modifications to CHEM 114 (*Textbooks Revision*) effective Fall 2022.

PHYS 114 – Survey of Chemistry and Physics

- Accepted the modifications to PHYS 114 (*Textbooks Revision*) effective Fall 2022.

PLSC 210 – American Politics

- Accepted the modifications to PLSC 210 (*Catalog Description Revision, Method of Evaluation Revision, Representative Assignments Revision, and Textbooks Revision*) effective Fall 2022.

SURG 441 – Surgical Patient Care Concepts

- Accepted the modifications to SURG 441 (*Lecture Content Revision, Representative Assignments Revision, and Textbooks Revision*) effective Fall 2022.

SURG 443 – Clinical Practice for Surgical Technology

- Accepted the modifications to SURG 443 (*Content Review Revision, Objectives Revision, and Representative Assignments Revision*) effective Fall 2022.

SURG 451 – Surgical Skills Lab

- Accepted the modifications to SURG 451 (*Content Review Revision, Lecture Content Revision, Objectives Revision, and Textbooks Revision*) effective Fall 2022.

WELL 707 – Foundations of Aromatherapy and Essential Oils

- Accepted the modifications to WELL 707 (*Catalog Description Revision, Content Review Revision, Distance Education Revision, Lecture Content Revision, Materials Fee Revision, Objectives Revision, Schedule Description Revision, and Textbooks Revision*) effective Fall 2022.

III. Science, Technology, Engineering and Mathematics Division

a. New Course with Distance Education

CISW 201 – Advanced Full Stack Development

Physics Professor Emilie Hein presented CISW 201 explaining that it is the last of six courses developed to provide alternative pathways to technology for students and will be part of a forthcoming AI certificate. She added that the first five courses were approved in Spring 2021.

Engineering Professor Nick Langhoff asked for clarification regarding the program and the minimum qualifications; and for clarification on collaboration with the Computer Science programs at the college and in the District. Professor Hein explained that the CISW courses are part of Workforce Development and she has worked closely with Strategic Partnerships and Workforce Development Dean Andrea Vizenor to create

the courses for the AI certificate, which will provide quick job placements for students within the industry. Chair Hurless added that she had connected with Professor Langhoff last Spring semester to clarify that these courses were not in competition with the Computer Science and Engineering programs. She added that she would work with Counseling faculty to conduct an analysis to make the CISW offerings clear to students. Professor Langhoff responded that he would be willing to collaborate with the CISW faculty and will connect with Professor Hein.

Counseling Professor Jacquie Escobar asked for clarification on the discipline for CISW courses. Dean of Science/Technology/ Engineering & Math (STEM) Carla Grandy responded that the minimum qualifications for the faculty do not require a Master's Degree in Science but require more industry experience and utilization of skills to teach the classes. She added that the certificate is based on industry partnerships and the stackable certificates will be short-term to provide students with quick placements within the industry. She clarified that the courses will be housed under the STEM division.

- Accepted the prerequisite for CISW 201 (*CISW 121*) effective Fall 2022.
- Accepted CISW 201 to be offered in the distance education mode of delivery effective Fall 2022.
- Accepted CISW 201 effective Fall 2022.

b. Course Modifications

ANST 420 – Application of Principles in Anesthesia Technology

Surgical Careers Professor Alice Erskine presented the modifications to ANST 420 explaining that Anesthesia Technology is going through Comprehensive Program Review and the course outline of record has been updated.

Chair Hurless asked Professor Erskine if she was interested in adding a distance education addendum to ANST 420. After a brief discussion, Professor Erskine explained that students need to acquire clinical skills and need to practice in the classrooms with the equipment. She therefore decided not to pursue a distance education addendum for ANST 420.

Chair Hurless asked if there were any updated textbooks for ANST 420 and Professor Erskine replied that she would need to conduct more research to find comparable updated textbooks for ANST 420.

- Accepted the modifications to ANST 420 (*Student Learning*

Outcomes Revision and Textbooks Revision) effective Fall 2022.

ANST 430 – Advanced Anesthesia Equipment

Professor Erskine presented the modifications to ANST 430 explaining that Anesthesia Technology is going through Comprehensive Program Review and the course outline of record has been updated.

- Accepted the addition of the recommended preparation for ANST 430 (*Eligibility for ESOL 400, or appropriate skill level as indicated by ESL placement test and other measures as necessary, 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 ANST 430 (*Recommended Preparation Revision and Representative Assignments Revision*) effective Fall 2022.

ANST 440 – Anesthesia Technology Examination and Review

Professor Erskine presented the modifications to ANST 440 explaining that Anesthesia Technology is going through Comprehensive Program Review and the course outline of record has been updated.

- Accepted the addition of the recommended preparation for ANST 440 (*Eligibility for ENGL 100 or ENGL 105, or equivalent. Completion of MATH 120, or MATH 122 and MATH 123, with a grade of C or better, or equivalent*) effective Fall 2022.
- Accepted the modifications to ANST 440 (*Objectives Revision, Recommended Preparation Revision, and Textbooks Revision*) effective Fall 2022.

BIOL 215 – Organismal Biology: Core I

Biology Professor Christine Case presented the modifications to BIOL 215 explaining that UC Davis did not accept the course outline of record for articulation and wanted more emphasis on the mechanisms of evolution and ecology. Professor Case further explained that she made the revisions per the suggestions provided from UC Davis. She added that there is no OER textbook available for BIOL 215 since the OER Biology textbooks are general and do not provide emphasis on evolution.

Chair Hurless noted that there is some misalignment across the District with the Biology courses and asked Professor Case if there were any discussions planned to work on alignment. Professor Case responded that

there have been conversations with no resolutions yet since College of San Mateo (CSM) does not have an Organismal Biology course and Canada College does have an Organismal Biology course but the course number is different. Chair Hurlless replied that the District Curriculum Committee would most likely request that the colleges work on alignment. Professor Case responded that she is willing to work with the colleges on alignment and provide the historical perspective since Skyline College was the first within the District to offer the Organismal Biology course.

- Accepted the modifications to BIOL 215 (*Catalog Description Revision, Content Review Revision, Lab Content Revision, Lecture Content Revision, Methods of Instruction Revision, Objectives Revision, Representative Assignments Revision, Student Learning Outcomes Revision, and Textbooks Revision*) effective Fall 2022.

COMP 252 – Data Structures: C++

Professor Langhoff presented the modifications to COMP 252 explaining that the course outline of record has been updated to improve articulation with University of California, Berkeley's COMPSI 61B. He further explained that he has added an Open Educational Resource textbook.

Professor Langhoff noted that he is working on alignment within the District and has had preliminary conversations with faculty at College of San Mateo and Canada College. Chair Hurlless reminded Professor Langhoff that alignment is a priority for the District Curriculum Committee, which will be working with the colleges on alignment in Spring 2022.

- Accepted the modifications to COMP 252 (*Content Review Revision, Distance Education Revision, Lecture Content Revision, Objectives Revision, Representative Assignments Revision, Student Learning Outcomes Revision, and Textbooks Revision*) effective Fall 2022.

GEOL 106 – Weather and Climate

Dean Grandy presented the modifications to GEOL 106 explaining that Geology is going through Comprehensive Program Review and the course outline of record has been updated.

- Accepted the removal of recommended preparation for GEOL 106 (*Eligibility for ENGL 846 or ESOL 400, or equivalent*) effective Fall 2022.
- Accepted the modifications to GEOL 106 (*Lecture Content Revision, Recommended Preparation Revision, Representative Assignments Revision, and Textbooks Revision*) effective Fall 2022.

OCEN 100 – Survey of Oceanography

Dean Grandy presented the modifications to OCEN 100 explaining that Oceanography is going through Comprehensive Program Review and the course outline of record has been updated. She added that the General Education designations have been aligned with the District and an Open Educational Resource Textbook has been added.

Chair Hurless asked Dean Grandy for clarification regarding whether CSU GE Area B2 and IGETC area 5b should be added to OCEN 100. Dean Grandy replied that she was having technical issues in CurricUNET and the designations may not have been added. Chair Hurless noted that Skyline GE 9B2 should also be added to OCEN 100. Curriculum and Instructional Systems Specialist Maria Norris stated that she would add the appropriate designations to OCEN 100 in CurricUNET. Articulation Officer Marianne Beck reminded Chair Hurless and Dean Grandy that because the CSU GE and IGETC submissions happen at different times of the year, it will take some time to receive the approvals.

Chair Hurless asked for clarification on the wording of “Demonstrate an understanding” on the Student Learning Outcomes. Dean Grandy explained that the term “Demonstrate an understanding” is the approach of using the scientific method as the framework for the coursework through various assignments.

- Accepted the removal of recommended preparation (*Eligibility for ENGL 846 or ESOL 400, or equivalent*) effective Fall 2022.
- Accepted the modifications to OCEN 100 (Representative Assignments Revision and Textbooks Revision) effective Fall 2022.

OCEN 101 – Oceanography Laboratory/Field Study

Dean Grandy presented the modifications to OCEN 101 explaining that Oceanography is going through Comprehensive Program Review and the course outline of record has been updated.

Chair Hurless requested a clarification on the length and frequency of the lab assignments under Representative Assignments. Dean Grandy responded that the lab assignment is 5-10 pages, which includes graphing, maps, calculations, and 1-2 sentence written responses. Chair Hurless asked to remove the last sentence of the writing assignments since the data interpretation is covered in the previous sentences.

Chair Hurless asked for clarification on the length and frequency of the reading assignments. Dean Grandy replied that it is 4-6 pages of reading

during the lab assignments.

- Accepted the modifications to OCEN 101 (*Lab Content Revision, Methods of Instruction Revision, Representative Assignments Revision, and Student Learning Outcomes Revision*) effective Fall 2022.

SURG 440 – Basic Sciences for Surgical Technology

Professor Erskine presented the modifications to SURG 440 explaining that Surgical Technology is going through Comprehensive Program Review.

Chair Hurless asked for clarification on how the students would meet the 168 hours of homework hours with a 6.5 unit course. Professor Erskine replied that students would have homework and they will also complete homework through the Other Outside Assignments where student would complete self-learning modules that covers topics on Pharmacology, Dosage Calculations, and Microbiology and answer questions within each section. Chair Hurless asked clarification on the lab assignments and Professor Erskine replied that the students would work on drawing medicines safely from syringe, reading medication labels, and measuring medications while handling medications safely.

Chair Hurless requested that the self-learning modules should be moved under writing assignments and adding the language to lab assignments described by Professor Erskine.

- Accepted the modifications to SURG 440 (*Lab Content Revision, Objectives Revision, Representative Assignments Revision, Student Learning Outcomes Revision, and Textbooks Revision*) effective Fall 2022.

SURG 442 – Surgical Specialties

Professor Erskine presented the modifications to SURG 442 explaining that Surgical Technology is going through Comprehensive Program Review.

Chair Hurless requested the clarification on length and frequency of the journal assignment under Writing Assignment. Professor Erskine replied that the journal assignment should be in SURG 443 instead and for the writing assignments on SURG 442 should be 3-5 pages of writing from the assigned weekly modules. Chair Hurless offered to add the information under the Writing Assignments and she will check to see if SURG 443 has the journal assignment under Writing Assignment.

Chair Hurless requested clarification on the length and frequency of the

Reading Assignment. Professor Erskine replied that the average is 70 pages long.

- Accepted the modifications to SURG 442 pending the updates to Representative Assignments (*Catalog Description Revision, Method of Evaluation Revision, Objectives Revision, and Representative Assignments Revision*) effective Fall 2022.

SURG 448 – Clinical Lab Practicum for Central Service Technology

Professor Erskine presented the modifications to SURG 442 explaining that Surgical Technology is going through Comprehensive Program Review.

Chair Hurless noted that a prerequisite has been added to SURG 442 that indicates “Admission to the Central Service Technology and Clinical Practice Program” and this is an additional certificate that students can obtain in Surgical Technology. She also noted that the prerequisite also has SURG 445 or equivalent which is the first course in the sequence of the program and then students would move up to SURG 448 after completing SURG 445. Chair Hurless recommended to remove the language on the prerequisite “Admission to the Central Service Technology and Clinical Practice Program” and keep SURG 445 or equivalent as the prerequisite since after completing SURG 445, students would be in the program. Professor Erskine agreed to remove the language on the prerequisite.

- Accepted the modifications to SURG 448 (*Content Review Revision, Prerequisite Revision, Recommended Preparation Revision, and Representative Assignments Revision*) effective Fall 2022.

c. Program Modification

Environmental Science for Transfer, AS-T Degree

Environmental Science Professor Carina Anttila-Suarez presented the modification to the Environmental Science for Transfer AS-T Degree explaining that Environmental Science is going through Comprehensive Program Review. Ms. Norris noted to Professor Anttila-Suarez that program modifications do not need to be submitted if no changes were made to the program. Chair Hurless suggested that Professor Anttila-Suarez add a note in the Comprehensive Program Review that the program was reviewed.

- Accepted the review of the Environmental Science for Transfer AS-T Degree, effective Fall 2022.

IV. Social Science/Creative Arts Division

a. Course Modifications

GEOG 106 – Weather and Climate

Dean Grandy presented the modifications to GEOG 106 explaining that Geology is going through Comprehensive Program Review and the course outline of record has been updated.

- Accepted the removal of recommended preparation for GEOG 106 (*Eligibility for ENGL 846 or ESOL 400, or equivalent*) effective Fall 2022.
- Accepted the modifications to GEOG 106 (*Lecture Content Revision, Methods of Instruction Revision, Recommended Preparation Revision, Representative Assignments Revision, and Textbooks Revision*) effective Fall 2022.

PLSC 115 – Introduction to Comparative Government and Politics

Chair Hurless noted that there were no representatives from the Social Science/Creative Arts Division able to speak to the PLSC 115 proposal, so this course modification will be tabled to the February 2 meeting.

- Tabled to February 2 meeting.

PLSC 130 – Introduction to International Relations

Chair Hurless presented the modifications to PLSC 130 explaining that Political Science is going through Comprehensive Program Review and the title change has been made to align it across the District.

- Accepted the modifications to PLSC 130 (*Catalog Description Revision, Content Review Revision, Distance Education Revision, Lecture Content Revision, Method of Evaluation Revision, Methods of Instruction Revision, Objectives Revision, Other Representative Assignments Revision, Schedule Description Revision, Student Learning Outcomes Revision, Textbooks Revision, and Title Revision*) effective Fall 2022.

PLSC 200 – National, State and Local Government

Chair Hurless presented the modifications to PLSC 200 explaining that Political Science is going through the Comprehensive Program Review and

the course outline of record has been updated.

Counselor Escobar noted that the CSU GE Area D Social Sciences should be listed separately from CSU GE Social Sciences US-2 and US-3.

- Accepted the revision of the recommended preparation for PLSC 200 (*Eligibility for ENGL 846 or ESOL 400, or equivalent*) effective Fall 2022.
- Accepted the modifications to PLSC 200 (*Distance Education Revision, Lecture Content Revision, Method of Evaluation Revision, Methods of Instruction Revision, Mode of Delivery Revision, Objectives Revision, Representative Assignments Revision, Student Learning Outcomes Revision, and Textbooks Revision*) effective Fall 2022.

PLSC 280 – Introduction to Political Philosophy

Chair Hurless noted that PLSC 280 is cross-listed with PHIL 280 and PLSC 280 will need to be tabled to a future meeting in order for both course modifications to be brought together for approval.

- PLSC 280 was tabled to a future meeting.

PLSC 301 – California State and Local Government

Chair Hurless presented the modifications to PLSC 200 explaining that Political Science is going through the Comprehensive Program Review and the course outline of record has been updated.

She requested that the following introductory sentence to be removed under the Lecture Content “The following are some of the specific topics that could be covered in California State and Local Government”.

Chair Hurless noted that the course number for Skyline College is PLSC 301 and College of San Mateo and Canada College both have PLSC 310. She requested to change the course number to PLSC 310 to align the course across the District. Dean of Social Sciences/Creative Arts Nicole Porter agreed to the change. Ms. Beck suggested adding “Formerly offered as PLSC 301” to the course description to avoid confusion for students and Dean Porter agreed to the change.

- Accepted the modifications to PLSC 310 (*Catalog Description Revision, Course Number Revision, Distance Education Revision, Method of Evaluation Revision, Methods of Instruction Revision, Objectives Revision, Recommended Preparation Revision,*

Representative Assignments Revision, Textbooks Revision, and Transferability Revision) effective Fall 2022.

b. Program Modifications

History for Transfer, AA-T Degree

History Professor Mustafa Popal presented the modifications to the History for Transfer AA-T Degree explaining that History is going through Comprehensive Program Review and the program outline has been updated.

- Accepted the modifications to the History for Transfer AA-T Degree, effective upon State Chancellor's Office approval.

Sociology for Transfer, AA-T Degree

Sociology Professor Rika Yonemura-Fabian presented the modifications to the Sociology for Transfer AA-T Degree explaining that the program learning outcomes have been updated and the placement of SOCI 129 has been changed to recruit more students into the Sociology program.

- Accepted the modifications to the Sociology for Transfer AA-T Degree, effective upon State Chancellor's Office approval.

V. Business, Education and Professional Programs Division

a. New Courses with Distance Education

COSM 880SH – Cosmetology Lab Experience and Industry

Cosmetology Coordinator Cassidy Ryan-White presented COSM 880SH explaining that the State of California has passed new legislation reducing the number of hours students must complete from 1600 to 1000, and this experimental course will replace COSM 707 to transition students completing the program.

- Accepted the prerequisite to COSM 880SH (*COSM 704, and COSM 705 or equivalent*) effective Spring 2022.
- Accepted COSM 880SH to be offered in the distance education mode of delivery effective Spring 2022.
- Accepted COSM 880SH effective Spring 2022.

COSM 880SI - Cosmetology Lab Experience and Career Preparation

Professor Ryan-White presented COSM 880SI explaining that the State of California has passed new legislation reducing the number of hours students must complete from 1600 to 1000.

- Accepted the prerequisite to COSM 880SI (*COSM 704, and COSM 705 or equivalent*) effective Spring 2022.
- Accepted COSM 880SI to be offered in the distance education mode of delivery effective Spring 2022.
- Accepted COSM 880SI effective Spring 2022.

COSM 880SJ – Cosmetology Core Concepts

Professor Ryan-White presented COSM 880SJ explaining that the State of California has passed new legislation reducing the number of hours students must complete from 1600 to 1000. She further explained that the COSM 880SJ is a clone of COSM 701 to help transition the freshmen and will be offered in Spring only.

- Accepted the prerequisite to COSM 880SJ (*Admission to the Cosmetology Program by special application*) effective Spring 2022.
- Accepted COSM 880SJ to be offered in the distance education mode of delivery effective Spring 2022.
- Accepted COSM 880SJ effective Spring 2022.

COSM 880SK – Cosmetology Intermediate Concepts

Professor Ryan-White presented COSM 880SK explaining that the State of California has passed new legislation reducing the number of hours students must complete from 1600 to 1000, and this experimental course will replace COSM 704 to transition students completing the program and will be offered in Spring only.

A discussion took place on the impact on financial aid with the veterans students. Professor Ryan-White said that she would reach out to the Financial Aid office and the Veterans counselors to check on the impact of any students.

- Accepted the prerequisite to COSM 880SK (*COSM 701, COSM 702 and COSM 703 or equivalent*) effective Spring 2022.
- Accepted COSM 880SK to be offered in the distance education mode of delivery effective Spring 2022.
- Accepted COSM 880SK effective Spring 2022.

COSM 880SL – Cosmetology Business and Salon Experience

Professor Ryan-White presented COSM 880SL explaining that the State of California has passed new legislation reducing the number of hours students must complete from 1600 to 1000, and this experimental course will replace COSM 705 to transition students completing the program.

- Accepted the prerequisite to COSM 880SL (*COSM 701, COSM 702 and COSM 703 or equivalent*) effective Spring 2022.
- Accepted COSM 880SL to be offered in the distance education mode of delivery effective Spring 2022.
- Accepted COSM 880SL effective Spring 2022.

WELL 709 – Aromatherapy Principles and Applications

- Tabled to the February 2 meeting as this meeting ran overtime.

WELL 716 – Foundations of Health and Well Being

Wellness Professor Ronda Wimmer presented WELL 716 explaining that this is a core course associated with certificates in development.

- Accepted the recommended preparation for WELL 716 (*Eligibility for ENGL 846 or ESOL 400, or equivalent*) effective Fall 2022.
- Accepted WELL 716 to be offered in the distance education mode of delivery effective Fall 2022.
- Accepted WELL 716 effective Fall 2022.

b. Course Modification

WELL 703 – Holistic Health Science

- Tabled to the February 2 meeting as this meeting ran overtime.

VI. Discussion Item

Degree Pathway Language – Final Version for Approval

- Tabled to the February 2 meeting as this meeting ran overtime.

VII. Information Item

HIST 310 Revised Course Outline of Record – Finalized SLO's

- Accepted.

VIII. Other

Chair Hurless polled the committee members as to whether they would prefer to attend Curriculum Committee virtually via zoom or in-person in Spring 2022. The poll revealed that most committee members preferred to continue attending meetings virtually via zoom.

IX. Adjourn

Chair Hurless adjourned the meeting at 4:38 pm.