
Curriculum Committee Minutes

Sub-Committee of the Academic Senate

Fall 2023 Semester

Meeting Thursday, October 26th, 2023, 2:15 pm

Emergency Zoom link: <https://marin-edu.zoom.us/j/82951617913>

Present in AC 303: Gina Cullen, Luna Finlayson, Jason Dunn, Mengqi Yuan, Sara Malmquist-West, Sara McKinnon, Erik Dunmire, Kathleen Smyth.

Absent: Bob McCoy, Sheldon Carroll.

Present in Zoom room:

Beth Sheofsky – faculty office, KTD

Alex Jones – faculty office, IVC

Sheldon Carroll – ES office, KTD

Cari Torres – AVP Office, KTD

David Jones – faculty office, KTD

Standing Items

1. Call to Order at 2:17 pm in AC 303
2. Approval of the agenda
 - Motion to approve the agenda: Sara MW
 - Second the motion: Eric Dunmire
 - Vote: approved
3. Approval of the minutes
 - Motion to approve: Sara Malmquist-West
 - Second the motion: Jason Dunn
 - Vote: approved.
 - Abstained: Kathleen Smyth
4. Public Announcement – none
5. Chair's Announcements:
 - none

Discussion

1. KIN 170 New Courses – Kathleen Smyth

New Courses: KIN 170 Beginning Firefighting and Public Safety Conditioning

Description: This course is designed to develop functional fitness required for firefighters and law enforcement personnel through a series of traditional strength and conditioning protocols as well as individual and group related task-based activities.

- Kin Department was contacted regarding a course aimed at preparing students to pass the CPAT (California Physical Ability Test).
- The proposal is to model it after courses at SRJC Fire Academy and CCSF Fire Academy.
- Currently, our students are sent to SRJC and CCSF to take the CPAT class.
- There is a need to offer this course on our campus so that students can transfer to the Fire Academy at CCSF or SRJC. CCSF has requested that we have this course at COM before transferring.
- Kathleen discussed concerns regarding staffing, equipment, resources, and storage space with the Fire Advisory Board. She has prepared a spreadsheet for the Fire Foundry.
- Funding will come from the Fire Foundry, not the district's general fund.
- There will be challenges in staffing and scheduling this 2-unit activity, which translates to 6 hours per week. Volunteers will be needed.
- Jason asked whether students will take the test as part of the class. Kathleen responded that these details are yet to be worked out, and it will depend on the students' physical condition. The idea is to have a fitness class in the first semester, starting in the Summer and Fall, building the skills, and potentially having the test in the Fall.
- Passing the CPAT is a requirement for becoming a firefighter.
- This course will be open to both Firefighter students and the general public, and it will be CSU transferable, effective Fall 2024.

2. New Counseling Curriculum – Gina Cullen

- One-week-long Career Academies will be offered in various fields.
- The goal is to increase dual enrollment in Marin County, with a focus on first-generation students and improved access for high school students.
- Dual enrollment courses include COUN 125, 115, 133, and 131.
- Another goal is for students to have the option to take different courses from sophomore year to senior year.
- Proposed classes
 - COUN 131A: Health Careers
 - COUN 131B: Education and Social Justice Careers
 - COUN 131C: Built Academy (Construction and Architecture)
 - COUN 131D: STEM Careers
 - COUN 131E: Public Safety and Service Careers
 - COUN 131F: Green Careers: Transportation, Food Use, Waste
- CSU transferable only (no unit transfer maximum for counseling courses)
- Pass/Not Pass only
- No competition with other counseling coursework

Discussion

- Will these courses be taught concurrently? Theoretically, they could be.
- Will they all be offered in the summer? Yes, they will run for one week from 9 am to 2 pm during the summer. Grading will be Pass or No Pass (NP) only, and they will be CSU transferable.
- Will the general one (COUN 131) be retained? Yes, COUN will keep the general course in the curriculum. These courses will feature professional guest speakers in the industries.
- Will they be offered in summer 2024? Yes, the department will try to offer as many as we can, although it may be a substantial effort to offer all of them.

3. COA in General Education – Sara MW

#1 Certificate of Achievement – CSU GE

Following all approved courses and the pattern of CSU Breadth General Education

Degree type: Certificate of Achievement

Units range: 39 units

TOPS code: 4901.10

#2 Certificate of Achievement – CSU GE

Following all approved courses in the pattern of IGETC General Education
Degree type: Certificate of Achievement
Units range: 37 units
TOPS code: 4901.10

- Due to the high volume of curriculum changes, the COAs in GE can be used as a mechanism to ensure that students receive certification once they complete general education, even if they do not transfer immediately.
- There was a discussion about the need to streamline the application of credits from other CCCs or other universities to display on the degree audit. This would help counselors access a student's complete academic history and reduce the effort required to map out GE courses.
- Sheldon talked about auto-awarding the COA in GE, regardless of whether students apply for it or not. This idea sparked interest as it sounds like a great idea to automatically award the COAs.

Action:

Consent Agenda:

1. Sara MW moved to approved the consent agenda items with the implementation details of adding noncredit mirrored ENLG 098SL and 120SL courses in Spring 2024, and increasing ENGL 098SL to 4 units in Fall 2024. Kathleen Smyth seconded the motion. Motion approved.

Meeting was adjourned at 3: 30pm.

Exhibit I

Retrieved from Presentation prepared by Colleen Mihal 09.28.2023

DEMONSTRABLE NEED

- Student surveyed in the classroom, increased demand for screenwriting, could be offered as FILM161/FILM162
- Other factors: Alignment with educational master plan, required class for degree program, prep for film transfer students
- Reactivating this course is part of the program review of the Communication Department, we plan to build on and expand our film offerings, allows students to complete the A.A. in Screenwriting degree we currently offer
- Demonstrate how this course or program compares to what other local community colleges are offering. List similarities and differences. The key difference is these classes are listed as "Intermediate" not "Advanced." We could change the course title.

CINE 75B Intermediate Screenwriting (CCSF)

MEDIA 123 Intermediate Screenwriting (SRJC)

English 88 Intermediate Playwriting and Screenwriting (Berkeley CC)

English 89 Intensive Playwriting and Screenwriting (Berkeley CC)

CURRICULUM STANDARDS

- Program design: Adding this course and teaching as cross-listed with FILM 161 would allow students to attain an A.A. in Screenwriting in two years, we hope to offer it every semester or once a year
- This course would also support lifelong learning and allow community members to develop screenplays even if they are not degree seeking
- "Programs and courses are integrated, with courses designed to effectively meet their objectives and the goals and objectives of the programs for which they are required." PCAH pg27

RESOURCES

- Adequate resources: We have the available faculty (Frank Crosby, Gauri Adelkar) to teach the course, we have the facilities needed, we have the units available, we have support from our Dean, we plan to offer once a semester or once a year depending on interest
- "The college must commit to offering all required courses for the program at least once every two years, unless the program goals and rationale for the particular program justify or support a longer time frame" PCAH pg28