CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
RANCHO CAMPUS BEB BUILDING, CONFERENCE ROOM 204
FONTANA CAMPUS, FNAC 100
CHINO CAMPUS, CHMB 143
TELECONFERNCE #6759
SUMMARY NOTES
APRIL 26, 2017
1:30pm-3:00pm

Members Present:

Andrew Schnurr, Visual & Performing Arts
Angela Burk-Herrick, Mathematics & Science
Annette Henry, Kinesiology, Nutrition, & Athletics
Ardon Alger, Faculty Senate President
Charmaine Phipps, Language Arts
Cherlou Opulencia, Counseling
David Schlanger, Catalog/Schedule Coordinator
Elaine Martinez, Kinesiology, Nutrition, & Athletics
Jason Chevalier, Dean, Visual & Performing Arts
John Machado, Visual & Performing Arts
Linda Marcotte, Social & Behavioral Sciences
Lucy Serrano, Counseling
Maria-Isabella Sandoval, Student Representative

Marie Boyd, Curriculum Chair
Marlene Soto, Health Sciences
Meridith Randall, Associate Superintendent of Instruction
and Institutional Effectiveness
Rob Kopp, Mathematics & Science
Sean Stratton, Articulation Officer
Sharon Awad, Administrative Assistant II, Curriculum
Shelley Marcus, Library Learning Resources
Stephen Calebotta, Language Arts
Tracy Kocher, Business & Applied Technology
Vanessa Thomas, Business and Applied Technology, High
School Articulation
Wanda Baker, Business & Applied Technology

Members Absent:

Julie Song, Social & Behavioral Sciences
Kathy Lucero, Admissions and Records

Michael Escobosa, Health Sciences
Patricia Bopko, Financial Aid

Guests:

Cory Schwartz, Dean of Social and Behavioral Sciences
and Kinesiology, Nutrition, and Athletics
Helen Leung, Counseling

Megan Keebler, Instructional Support
Misty Burruel, Visual and Performing Arts

1. **Call To Order/New Committee Members:** The meeting was called to order at 1:37p.m. The Chair introduced Megan Keebler, the new Curriculum Representative from Instructional Support. She also introduced our guests Helen Leung and Misty Burruel.

2. **Review and Approval of April 5, 2017 Expanded Summary Notes:** The summary notes were approved as presented 17/0/1.

3. **Discussion Items:**

    3.1. **How to Read the Vocational Page in the Program Checklist when Reviewing Programs and Certificates in Curriculum Committee Member Queue:**

    The Chair guided the committee on how to open and review the required CTE attachments for CTE programs:
    1. Log into Curricunet
    2. Click on "All Proposals"
    3. Find the degree and click "Check Status"
    4. On the Program Checklist, click on "Vocational-CTE Only"
    5. Enrollment and Projections will be completed by the Chair and Faculty.
    6. The Labor Market Analysis must be obtained from the Center of Excellence and downloaded on that checklist page.
    7. The Advisory Committee Minutes should include a discussion on the path to employment and if the degree meets the skills wanted by employers. Names and job titles of members must be present and votes must be documented. The notes need to be attached in the advisory section on this checklist.

These documents will be reviewed by the Tech Committee and Curriculum Committee before the program is approved. The Chancellor's Office is releasing more authority for local approval of Curriculum and the committee will be responsible for looking closely at these degrees.

3.2. New Course Submission Timeline: Fall registration has moved up to May 8 this academic year; as a result, the deadline for new course submissions may be earlier to allow for scheduling building. The Chair asked that all Faculty ensure that a new course is needed by students and does not serve solely as stand-alone. The Faculty Senate President reminded the committee to share this new registration date with students as it is new for everyone.

3.3. Report on current Curricunet Queue (Sharon Awad): The Administrative Assistant II for Curriculum, Sharon Awad, reported that all new courses submitted by the November 7, 2016 deadline were both locally and state approved except for six courses. Those not approved were either still being worked on by the originator, the course(s) were tabled due to various reasons at the Curriculum Committee meeting, or were still pending Dean approval. She also reported that same reasoning applies to course and program modifications submitted before the March 3, 2017 deadline. All Distance Education proposals submitted before the October 1, 2016 deadline are completely approved. Majority of courses in the queue now are from the required course updates that were due March 22, 2017. The course update reminders will be sent every May and December and the queue may seem long until all courses are caught up with their appropriate updates.

3.4. Election Results: The Curriculum Representatives named their representatives for the 2017-2018 academic year.

1. **Instructional Support:** Megan Keebler, new member.
2. **Kinesiology, Nutrition, and Athletics:** Annette Henry will return.
3. **Language Arts:** Stephen Calebotta will return. Stephen Shelton will substitute for Stephen Calebotta while he is on Sabbatical in the fall.
4. **Mathematics and Science:** Rob Kopp will return.
5. **Pending:** Business and Applied Technology
6. **Pending:** Visual and Performing Arts
7. **Pending:** Social and Behavioral Sciences
8. **Pending:** Health Sciences
9. **Pending:** Student Services. Lucy Serrano will continue.
10. **Pending:** Chino Representative (Michael Escobosa is one Chino Representative).

3.5. GE-AP CREDIT POLICY (PPT-Handout): The Chair shared that the AP Policy is on the Curriculum Committee's goals for this year. The handout explains that the state is currently working on the AP-GE Policy. The community colleges anticipate official guidance from the State in the summer. The Articulation Officer shared that the law says AP scores apply to GE credit and it is up to discipline faculty to decide if an AP test will count for a major course. The State hopes to standardize this policy across the community colleges. The Catalog and Schedule Coordinator and Dr. Randall will work with the Deans and Faculty on creating the most up-to-date list of AP Exams and Discipline Course Credit that displays AP Exam-to-Course Equivalency. This new information will be reflected in the catalog. There is also information on Statway and Quantitative Reasoning. The Statway course that we have in the queue is a pilot course with the Carnegie Foundation. This course will be at Fontana High School upon approval.

3.6. End of Year Party: The Office of Instruction and Institutional Effectiveness will sponsor the end of the year party. The Curriculum Office will send an email to the committee with more details of the party.

4. **Interdisciplinary Studies-Name Change and Description Edits:** On January 18, 2017, the committee approved the name change and removal of transfer language from each of the current University Studies degrees. The committee also approved the Chair making these changes should no Faculty volunteer to make the edits. Misty Burruel, speaking on behalf of the University Studies Workgroup, which was created at the request of Faculty Senate (separate from the Curriculum Committee's subcommittee studying University Studies), reported that some members of this group feel that this degree may not serve students as there is not a clear goal or outcome that is tied to assessment. At the request of the Chair, Misty will provide a progress report of the workgroup's discussions to the Curriculum Committee. The Catalog and Schedule Coordinator shared that based upon PSR Program Award Data, there is a 10% decrease in the of awarding of the University Studies: Arts and Humanities Degree and 3% decrease in the awarding of the University Studies: Social and Behavioral Science degree. The committee also discussed that many students are getting multiple degrees which led

to the discussion of unit differentiation-a discussion which will be held at a later time. The numbers on the OLAP cubes show that thousands of degrees are being awarded. The second point of discussion pertained to whether or not the area of emphases are misleading in that they suggest a specialization will be given in those areas. This led to a discussion on the creation of one General Studies degree. The main question surrounding this approach is, what courses will be placed in this degree, as there is no concrete guidance from the Chancellor's Office. The logistics of this will need to be discussed among many constituents including Counseling and Discipline Faculty. The Curriculum Committee goal next year is to create one general degree that will tie in with the college's movement toward Guided Pathways. Discussion of Interdisciplinary Studies will continue next year.

5. Board Report:

New Courses

	Discipline	Course ID	TOP Code	Title	Units
1.	Aviation Maintenance	AMT-400	0950.40	Aircraft Electrical and Avionics Theory, Repair and Troubleshooting	5
2.	Business: Legal Studies	BUSL-407	1402.00	Criminal Law & Procedure	3
3.	Business Management	BUSMGT-470	0506.30	Essentials of Facilities Management	3
4.	English as a Second Language	ESL-502	4930.87	ESL for Workplace and Academic Success	3
5.	Gerontology	GERO-407	1309.00	Gerontology Career Cooperative Education	3
6.	Industrial Maintenance	IM-608	0945.00	Setting Baseplates and Alignment	0
7.	Industrial Maintenance	IM-610	0945.00	Fundamentals of Pressure, Heating & Cooling Systems	0
8.	Industrial Maintenance	IM-611	0945.00	Troubleshooting Pumps and Gearboxes	0
9.	Industrial Maintenance	IM-612	0945.00	Advanced Blueprint Reading and Introduction to Supervisory Skills	0
10.	Industrial Maintenance	IM-613	0945.00	Advanced Mechanical Topics I	0
11.	Industrial Maintenance	IM-614	0945.00	Advanced Mechanical Topics II	0

Courses – Modifications

	Discipline	Course ID	TOP Code	Title	Units
1.	Business: Legal Studies	BUSL-50	0511.00	Legal Aspects of Real Estate	3
2.	Culinary	CUL-17	1306.30	Principles of Food Preparation	3
3.	Culinary	CUL-22	1307.10	Restaurant and Catering Operations	3
4.	English	ENGL-1B	1501.00	Advanced Composition and Critical Thinking	3
5.	Gerontology	GERO-463	1309.00	Social Work Designee/Assistant Training	3
6.	Guidance	GUID-2	4930.10	Essentials of Student Success	2
7.	Hospitality Management: Food Service	HOTFS-14	1307.10	Quality Food Production	3
8.	Industrial Electrical Technology	IET-415	0934.40	Advanced Electricity Laboratory	2
9.	Industrial Electrical Technology	IET-417	0934.40	Electrical Troubleshooting	3
10.	Industrial Electrical Technology	IET-420	0934.40	Fundamentals of Control Systems	4
11.	Nursing: Associate Degree	NURADN-3	1230.10	Transition in Nursing	1.5

	Discipline	Course ID	TOP Code	Title	Units
12.	Nursing: Associate Degree	NURADN-3L	1230.10	Transition in Nursing Laboratory	0.5
13.	Nursing: Associate Degree	NURADN-6	1230.10	Clinical Nursing Skills	4
14.	Nursing: Associate Degree	NURADN-14	1230.10	Nursing Process I	3.5
15.	Nursing: Associate Degree	NURADN-14L	1230.10	Nursing Process I Laboratory	2
16.	Nursing: Associate Degree	NURADN-26	1230.10	Maternal-Newborn Nursing	1.5
17.	Nursing: Associate Degree	NURADN-26L	1230.10	Maternal-Newborn Nursing Laboratory	4
18.	Nursing: Associate Degree	NURADN-27	1230.10	Nursing Process II	3
19.	Nursing: Associate Degree	NURADN-27L	1230.10	Nursing Process II Laboratory	4
20.	Nursing: Associate Degree	NURADN-34	1230.10	Nursing Process III	3
21.	Nursing: Associate Degree	NURADN-34L	1230.10	Nursing Process III Laboratory	2
22.	Nursing: Associate Degree	NURADN-38	1230.10	Family-Child Nursing	1.5
23.	Nursing: Associate Degree	NURADN-38L	1230.10	Family-Child Nursing Laboratory	4
24.	Nursing: Associate Degree	NURADN-45	1230.10	Nursing Process 4	3.5
25.	Nursing: Associate Degree	NURADN-45L	1230.10	Nursing Process 4 Laboratory	2
26.	Nursing: Associate Degree	NURADN-48	1230.10	Mental Health and Psychiatric Nursing	1
27.	Nursing: Associate Degree	NURADN-48L	1230.10	Mental Health and Psychiatric Nursing Laboratory	1
28.	Nursing: Associate Degree	NURADN-50	1230.10	Professional Issues in Nursing	3
29.	Nursing: Associate Degree	NURADN-403	1230.00	Pathophysiology for Nursing	2
30.	Nursing: Associate Degree	NURADN-404	1230.00	Basic ECG and Dysrhythmia	3
31.	Nursing: Associate Degree	NURADN-428	1230.00	Basic Pharmacology	1
32.	Nursing: Associate Degree	NURADN-550	1230.00	Health Science Skills Development I	1
33.	Nursing: Associate Degree	NURADN-551	1230.10	Health Science Skills Development II	1.5
34.	Nursing: Vocational Nursing	NURVN-421	1230.20	Maternal and Child Health Nursing	4

Courses – Reactivations

	Discipline	Course ID	TOP Code	Title	Units
1.	Business and Applied Technology: Medical Coding and Billing	BUSOTMD-408	0514.20	Coding of Body Systems for Medical Coding and Billing	3
2.	Business and Applied Technology: Medical Coding and Billing	BUSOTMD-410	0514.20	Current Procedural Terminology	3

	Discipline	Course ID	TOP Code	Title	Units
3.	Business and Applied Technology: Medical Coding and Billing	BUSOTMD-420	0514.20	Basic ICD-10-CM Coding	3
4.	Business and Applied Technology: Medical Coding and Billing	BUSOTMD-430	0514.20	Intermediate Level ICD-10-CM, ICD-10-PCS Coding	3
5.	Business and Applied Technology: Medical Coding and Billing	BUSOTMD-440	0514.20	Medical Billing, Reimbursement, and Compliance	3

Courses – Deactivations

	Discipline	Course ID	TOP Code	Title	Units
1.	Administration of Justice	CRSCI-410	2105.10	Street Gangs and Subculture	3
2.	Administration of Justice	CRSCI-411	2105.10	Juvenile Corrections	3
3.	Hospitality Management: Food Service	HOTFS-18	1307.10	Sanitation, Safety, and Equipment Management	2
4.	Hospitality Management: Food Service	HOTFS-436A	1306.30	Culinary Arts I	2
5.	Hospitality Management: Food Service	HOTFS 436B	1306.30	Culinary Arts II	2
6.	Hospitality Management: Food Service	HOTFS-437	1306.30	Principles of Baking	2
7.	Industrial Electrical Technology	IET-409	0934.40	Static Devices	3

Courses – Distance Education

	Discipline	Course ID	TOP Code	Title	Units
1.	Business: Legal Studies	BUSL-407	1402.00	Criminal Law & Procedure	3
2.	Business Management	BUSMGT-42	0506.30	Human Resources Management	3
3.	Business Management	BUSMGT-470	0506.30	Essentials of Facilities Management	3
4.	Administration of Justice	CJ-51	2105.10	Introduction to Corrections	3
5.	Administration of Justice	CJ-413	2105.00	Police Supervision, Leadership and Management	3
6.	English	ENGL-1B	1501.00	Advanced Composition and Critical Thinking	3
7.	Earth Science	ESC-1L	1930.00	Earth Science Laboratory	1

Programs of Study – New Programs

	Program of Study	AA/AS/C	TOP Code	Title	Units

1.	Business Management	A.S.	0510.00	Facilities Management	28-32
2.	Business: Legal Studies	A.S.	1402.00	Paralegal Studies	36

Programs of Study – Modifications

	Program of Study	AA/AS/C	TOP Code	Title	Units
1.	Accounting	A.S.	0502.00	Accounting	24-25
2.	Accounting	Certificate of Achievement	0502.00	Accounting	30-34
3.	Articulation	Certificate of Achievement	4901.00	California State University - General Education	39-49
4.	Child Development	A.S.	1305.00	Child Development	27
5.	Industrial Electrical Technology	Certificate of Achievement	0934.40	Industrial Electrical Technology Level II	28
6.	Industrial Electrical Technology	Certificate of Achievement	0934.40	Industrial Electrical Technology Level III	36
7.	Business Management	A.S.	0510.00	Supply Chain Management	30
8.	Theatre	A.A.	1007.00	Theatre Performance	27

Programs of Study –Reactivations

	Program of Study	AA/AS/C	TOP Code	Title	Units
1.	Business and Office Technology: Medical Coding and Billing	Certificate of Achievement	0514.20	Medical Insurance Biller Specialist	30

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6. **Curriculum Inventory:**
   1. **New Course APPROVALS from February Board Report**
      - 6.1.1.1. BUSL-405
      - 6.1.1.2. BUSL-406
      - 6.1.1.3. BUSL-408
      - 6.1.1.4. BUSL-409
      - 6.1.1.5. BUSL-411
      - 6.1.1.6. BUSL-412
      - 6.1.1.7. BUSL-413
      - 6.1.1.8. BUSMGT-466
      - 6.1.1.9. CIS-460
      - 6.1.1.10. CISGAME-2
      - 6.1.1.11. CUL-440
      - 6.1.1.12. CUL-441
      - 6.1.1.13. CUL-442
      - 6.1.1.14. CUL-443
      - 6.1.1.15. CUL-444
      - 6.1.1.16. CUL-445
      - 6.1.1.17. ESL-531
      - 6.1.1.18. ESL-541
      - 6.1.1.19. ESL-551
      - 6.1.1.20. ESL-611
      - 6.1.1.21. ESL-621

        6.1.1.22.   THEATRE-7

2. **New Course APPROVALS from March Board Report**
        6.1.2.1.   ASTRON-27
        6.1.2.2.   BUSOT-64
        6.1.2.3.   CIS-421
        6.1.2.4.   CISIWEB-74
        6.1.2.5.   IM-604
        6.1.2.6.   IM-605
        6.1.2.7.   IM-606
        6.1.2.8.   IM-607
        6.1.2.9.   GUID-6
        6.1.2.10.   KINACT-28A
        6.1.2.11.   KINACT-28B
        6.1.2.12.   THEATRE-37
        6.1.2.13.   THEATRE-44

7. **Miscellaneous:**
    7.1. Tracy Kocher shared that her student won a Bronze medal for Computer Programming at Skills USA.
    7.2. Faculty Senate President and Curriculum Chair announced that the FOSA for the Vice Chair has been posted.

8. **Consent Agenda:** The consent agenda was approved by all members present (21/0/0).

    8.1. Per faculty request, Theatre-50 description was changed to differentiate from the Theatre-51 description.
    8.2. Per faculty request, the description and objectives for COOPED-497ABCD were updated.

9. **New Business**

    New Courses: First Reading

DANCE-25	Pilates-Based Conditioning for Dance Both the Kinesiology, Nutrition, and Athletics and the Visual and Performing Arts Departments shared concerns of and support for approval of this course. This course has presented a discipline placement issue between the two departments that led to a committee vote. There was a first motion to table the course which did not pass committee votes (8/9/4). There was a second motion for approval (9/8/4).	Approval: 9/8/4
THEATRE-8	Voice and Movement for the Actor	Approval: Tabled

    Course Modifications: First Reading

ACCTG-1A	Financial Accounting	Approval: Tabled
ACCTG-1B	Managerial Accounting	Approval: Tabled
ACCTG-70	Cost Accounting	Approval: Tabled
ACCTG-430	Accounting for Governmental and Not-for-Profit Organizations	Approval: Tabled
ACCTG-435	Payroll Accounting	Approval: Tabled
ACCTG-460	Commercial Accounting Software	Approval: Tabled
ACCTG-480	Applied Accounting I	Approval: Tabled
ACCTG-481	Applied Accounting II	Approval: Tabled
ACCTGFS-440	Introduction to Financial Planning	Approval: Tabled

ACCTGFS - 442	Fundamentals of Finance and Investing	Approval: Tabled
ACCTGFS - 453	U.S. and California Income Tax Preparation	Approval: Tabled
ACCTGFS - 465	Financial Accounting for the Non-Accounting Major	Approval: Tabled
CRSCI-409	Women and the Criminal Justice System	Approval: Tabled
EMT-405	Emergency Medical Responder	Approval: Tabled
EMT-411	Emergency Medical Technician	Approval: Tabled
FIRETEC-1	Principles of Emergency Services	Approval: Tabled
FIRETEC-2	Fire Behavior and Combustion	Approval: Tabled
FIRETEC-3	Fire Protection Systems	Approval: Tabled
FIRETEC-4	Building Construction for Fire Protection	Approval: Tabled
FIRETEC-5	Fire Prevention	Approval: Tabled
FIRETEC-6	Apparatus and Equipment	Approval: Tabled
FIRETEC-7	Strategies and Tactics	Approval: Tabled
FIRETEC-10	Wildland Fire Control	Approval: Tabled
FIRETEC-420	Fire Inspector 1A - Duties and Administration	Approval: Tabled
FIRETEC-421	Fire Inspector 1B- Fire and Life Safety	Approval: Tabled
FIRETEC-422	Fire Inspector 1C-Field Inspection	Approval: Tabled
FIRETEC-423	Fire Inspector 1D: Field Inspection-California Specific	Approval: Tabled
PS-4	Political Theory	Approval: Tabled
PS-7	International Relations	Approval: Tabled

Courses: Distance Education

COMSTD-4	Fundamentals of Interpersonal Communication	Approval: Tabled
HNS-400	Introduction to Homeland Security	Approval: Tabled
HNS-401	Intelligence Analysis and Security Management	Approval: Tabled
HNS-402	Transportation and Border Security	Approval: Tabled

New Programs: Final Reading

Interdisciplinary Studies: Arts and Humanities	A.A.	Approval: Tabled
Interdisciplinary Studies: Business and Technology	A.A.	Approval: Tabled
Interdisciplinary Studies: Mathematics and Science	A.A.	Approval: Tabled
Interdisciplinary Studies: Social and Behavioral Sciences	A.A.	Approval: Tabled

10. Adjournment: The meeting was adjourned at 3:05p.m.

Attendance and Vote Count-4/26/2017

Name	In attendance	Summary Notes	CONSENT AGENDA	DANCE-25 First Reading Motion to Table	DANCE-25 First Reading Motion to Approve
Andrew Schnurr	X		X	N	X
Angela Burk-Herrick	X	X	X	X	N
Annette Henry	X	X	X	X	N
Ardon Alger	X	X	X	A	A
Charmaine Phipps	X	X	X	N	X
Cherlou Opulencia	X	X	X	X	N
David Schlanger	X	X	X	X	N
Elaine Martinez	X		X	X	N
Jason Chevalier	X	X	X	N	X
John Machado	X		X	N	X
Julie Song					
Linda Marcotte	X	X	X	N	X
Lucy Serrano	X	X	X	X	N
Marlene Soto	X	X	X	X	N
Meridith Randall	X	X	X	A	A
Michael Escobosa (Via Teleconference-CHMB 143)					
Rob Kopp	X	X	X	X	N
Sean Stratton	X	X	X	A	N
Shelly Marcus (Via Teleconference-FNAC 100)	X	X	X	N	X
Stephen Calebotta	X	X	X	A	A
Tracy Kocher	X	X	X	N	X
Vanessa Thomas	X	X	X	N	X
Wanda Baker	X	X	X	N	X
Total Counts	21	18	21	21	21

Non Voting	
Kathy Lucero	
Marie Boyd	x
MariaIsabell Sandoval	x
Patricia Bopko	
Sharon Awad	x

Guests
Misty Burruel
Megan Keebler
Helen Leung
Cory Schwartz