

**CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
RANCHO CAMPUS BEB BUILDING, CONFERENCE ROOM 204
FONTANA CAMPUS, FNAC 100
CHINO CAMPUS, CHMB 143**

Teleconference x6759

SUMMARY NOTES

January 30, 2019

1:30pm-3:00pm

Members Present

Angela Burk-Herrick, Mathematics & Science
Charmaine Phipps, Language Arts
Daniel Jacobo, Visual and Performing Arts
Elaine Martinez, Kinesiology, Nutrition, & Athletics
Helen Leung, Counseling
Jeffrey Laguna, Health Sciences
John Machado, Visual & Performing Arts
Kathy Lucero, Admissions and Records
Laura Hope, Interim, Associate Superintendent of
Instruction and Institutional Effectiveness
Linda Marcotte, Social & Behavioral Sciences
Megan Keebler, Instructional Support

Marie Boyd, Curriculum Chair
Misty Burrue, Faculty Senate President
Naomi McCool, Social and Behavioral Sciences
Rob Kopp, Mathematics & Science
Ryan Sipma, Catalog and Schedule Coordinator
Sean Stratton, Articulation Officer
Shelley Marcus, Library Learning Resources
Shireen Awad, Administrative Assistant II, Curriculum
Stephen Shelton, Vice Chair
Stephen Calebotta, Language Arts
Vanessa Thomas, Business and Applied Technology, High
School Articulation

Members Absent:

Annette Henry, Kinesiology, Nutrition, & Athletics
Lucy Serrano, Counseling
Mark Forde, Chino Representative
Marlene Soto, Health Sciences

Michael Escobosa, Health Sciences
Patricia Bopko, Financial Aid
RuthAnn Garcia, Transfer Center
Tracy Kocher, Business & Applied Technology

Guests:

None

1. **Call To Order/New Committee Members:** The meeting was called to order at 1:35p.m.
2. **Public Comment:** No comment.
3. **Review and Approval of January 16, 2019 Expanded Summary Notes:** Tabled.
4. **Discussion Items:**
 - 4.1. **Area B4 Requirements and Other Course Possibilities:** Tabled.
5. **Guided Pathways:** Tabled.
6. **Miscellaneous:** None.
7. **Consent Agenda:** Tabled.
 - 7.1. **NURVN-600:** The limitation on enrollment has been removed.
8. **NEW BUSINESS:**

PACKAGE: ARTS MANAGEMENT

New Courses: First Reading

Laura Hope expressed concern about the viability and employability of the program. John Machado explained that this program offers knowledge on the business side of the arts especially for those in interior design, music, art history, graphic design, and photography. This program resides in BAT and not in VPA since the TOP Code for the program is 0501.00 Business and Commerce, General. The Chair mentioned that this curriculum falls under the broader umbrella of “entrepreneurship” and aligns with the entrepreneurship trends in curriculum statewide. She also mentioned that this program completed the Education Program Proposal process and was approved six votes aye to one abstention. Committee members can find the paperwork from the EPPC attached in Curricunet. Laura Hope wants to ensure that when students receive this program, or any, they have a substantial opportunity for employability. The Articulation officer also stated that he was unable to find comparable courses at the lower division level. As a result, the numbers for the courses must be switched from transfer level numbering to 400 level numbering.

ARTMGT-10	Introduction to Arts Management	Approval: 15/0/0
ARTMGT-20	Introduction to Project Funding	Approval: 15/0/0
ARTMGT-30	Introduction to Collection Management	Approval: 15/0/0
ARTMGT-40	Creative Careers - Discovering Self-Directed Pathways	Approval: 15/0/0
ARTMGT-496AB	Arts Business Management Cooperative Education Internship <i>Range of hours needs to be adjusted as well as the description for the course. The course description should include language on paid versus unpaid hours.</i>	Approval: 15/0/0

New Programs: Final Reading

Arts Business Management	Certificate of Achievement	Tabled: 15/0/0
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PACKAGE: CHEMISTRY

New Courses: First Reading

CHEM-76A	Organic Chemistry I <i>Lab content is repeated in content section</i>	Approval: 17/0/0
CHEM-76B	Organic Chemistry II <i>Lab content is repeated in content section</i>	Approval: 17/0/0

Course Deactivations: Final Reading

CHEM-75A	Organic Chemistry I	Tabled: 17/0/0
CHEM-75B	Organic Chemistry II	Tabled: 17/0/0

Program Modifications: Final Reading

The Chair would like the committee to review the AS-T templates from the Chancellor’s Office while reviewing AS-T proposals.

Biological Sciences	A.S.	Tabled: 17/0/0
Chemistry	AS-T	Tabled: 17/0/0
Nutrition and Dietetics	AS-T	Tabled: 17/0/0
Physical Science	A.S.	Tabled: 17/0/0

PACKAGE: INTERIOR DESIGN

New Courses: First Reading

ID-14	Fundamentals of Design for Interiors <i>No revisions needed.</i>	Approval: 17/0/0
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New Courses with DE: First Reading

ID-26	Professional Practice for Interior Designers <i>Comparable course is upper division. The course needs to be a 400 level number.</i>	Approval: 17/0/0	Distance Education Approval Hybrid/Online: 17/0/0
ID-45	Codes and Building Systems <i>Comparable course is upper division. The course needs to be a 400 level number.</i>	Approval: 17/0/0	Distance Education Approval Hybrid/Online: 17/0/0

Course Deactivations: Final Reading

ID-25	Interior Design Management	Tabled: 17/0/0
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Course Reactivations: First Reading

ID-15	Architectural Drafting for Interior Designers <i>Comparable course is upper division. The course needs to be a 400 level number.</i>	Approval: 17/0/0
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Course Modifications: First Reading

These modifications are a part of the package since these courses contain ID-15.

ID-21	Space Planning <i>Comparable course is upper division. The course needs to be a 400 level number.</i>	Approval: 17/0/0
ID-427	Computer Drafting & Design for Interiors	Approval: 17/0/0

New Programs: Final Reading

Interior Design Visual Communication	Certificate of Achievement	Tabled: 17/0/0
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Program Modifications: Final Reading

Interior Design	A.S. <i>The committee requests that this degree has options and/or has some core requirements and some electives. In addition, the description needs to be edited to remove “as a transfer program”. The committee also suggested adding IDEX preparation in the title or having a transfer option and an IDEX option.</i>	Tabled: 17/0/0
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Interior Design	Certificate of Achievement <i>The committee suggested the possibility of stacking these certificates.</i>	Tabled: 17/0/0
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PACKAGE: MATH

Course Reactivation with DE: First Reading

MATH-652	Skill Building for Math 25	Tabled: 17/0/0	Distance Education Approval Hybrid/Online: Tabled 17/0/0
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New Courses: First Reading

STAT-610	Skill Building for Stat 10	Tabled: 17/0/0
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Course Modifications with DE: First Reading

MATH-25	College Algebra	Tabled: 17/0/0	Distance Education Approval Hybrid/Online: Tabled 17/0/0
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Course Modifications: First Reading

STAT-10	Elementary Statistics	Tabled: 17/0/0
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NONPACKAGES

New Courses with DE: First Reading

SPAN-9	Cultural Awareness through Conversation <i>DE Addendum is too specific in terms of what days the instructor is going to contact the student.</i>	Approval: 17/0/0	Distance Education Approval Hybrid/Online: 17/0/0
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New Courses: First Reading

MIC-650	Makerspace Training and Skills Building <i>John Machado explained that this course is noncredit to allow the community to work on specific projects. Laura Hope is concerned that this course does not fit into one of the nine categories for noncredit. The course needs to explicitly align with one of the nine noncredit categories in order to be approved by the Chancellor's Office.</i>	Tabled: 17/0/0
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New Programs: Final Reading

Radiologic Technology Skills Preparation	Certificate of Competency <i>Revise description</i>	Tabled: 17/0/0
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Course Modifications with DE: First and Second Reading

BUSTEC-410	MS Publisher Comprehensive	Approval: 17/0/0	Distance Education Approval Hybrid/Online: 17/0/0
BUSTEC-452	Administrative Financial Bookkeeping	Approval: 17/0/0	Distance Education Approval Hybrid/Online: 17/0/0
BUSTEC-455	Fundamentals of English for Business	Approval: 17/0/0	Distance Education Approval Hybrid/Online: 17/0/0
BUSTEC-460	Proofreading: Text-Editing Skills	Approval: 17/0/0	Distance Education Approval Hybrid/Online: 17/0/0
BUSTEC-470	Office Systems and Procedures	Approval: 17/0/0	Distance Education Approval Hybrid/Online: 17/0/0
BUSTEC-60A	Microsoft Office Word - Specialist	Approval: 17/0/0	Distance Education Approval Hybrid/Online: 17/0/0
BUSTEC-60B	Microsoft Office Word - Expert	Approval: 17/0/0	Distance Education Approval Hybrid/Online: 17/0/0
BUSTEC-62	Microsoft Office Outlook	Approval: 17/0/0	Distance Education Approval Hybrid/Online: 17/0/0
BUSTECM-408	Coding of Body Systems for Medical Billing and Coding	Approval: 17/0/0	Distance Education Approval Hybrid/Online: 17/0/0
BUSTECM-410	CPT Current Procedural Terminology	Approval: 17/0/0	Distance Education Approval Hybrid/Online: 17/0/0
BUSTECM-420	Basic ICD-10-CM Coding	Approval: 17/0/0	Distance Education Approval Hybrid/Online: 17/0/0
BUSTECM-430	Intermediate Level ICD-10-CM, ICD-10-PCS Coding	Approval: 17/0/0	Distance Education Approval Hybrid/Online: 17/0/0
BUSTECM-440	Medical Billing, Reimbursement, and Compliance	Approval: 17/0/0	Distance Education Approval Hybrid/Online: 17/0/0
BUSTECM-475	Medical Office Procedures	Approval: 17/0/0	Distance Education Approval Hybrid/Online: 17/0/0
CISPROG-5	Programming with Python	Approval: 17/0/0	Distance Education Approval Hybrid/Online: 17/0/0

Course Modifications with DE: First Reading

RE-70	Real Estate Appraisal <i>May need to be a 400 level course. DE addendum needs to have more detail.</i>	Approval: 17/0/0	Distance Education Approval Online: 17/0/0
RE-86	Real Estate Property Management <i>May need to be a 400 level course. DE addendum needs to have more detail.</i>	Approval: 17/0/0	Distance Education Approval Online: 17/0/0

Course Modifications: First and Second Reading

ID-22	Interior Design Materials	Approval: 17/0/0
MATH-65A	Calculus I	Approval: 17/0/0
MATH-65B	Calculus II	Approval: 17/0/0
MATH-75	Calculus III	Approval: 17/0/0
NURAST-405	Nursing Assistant Skills Laboratory	Approval: 17/0/0
NURAST-420	Home Health Aide	Approval: 17/0/0
NURAST-420L	Home Health Aide Laboratory	Approval: 17/0/0
NURVN-403	Fundamentals of Nursing	Approval: 17/0/0
NURVN-405	Beginning Medical Surgical Nursing	Approval: 17/0/0
NURVN-407C	Advanced Nursing Skills/Clinical Simulation Laboratory	Approval: 17/0/0
RADTEC-51	Radiographic Clinical Education III	Tabled: 17/0/0
SPAN-3	Intermediate Spanish I	Tabled: 17/0/0

Course Modifications: First Reading

ID-482	Internships in Interior Design	Approval: 17/0/0
MATH-4	Mathematical Concepts for Elementary School Teachers	Tabled: 17/0/0
MATH-401	Mathematics for Health Science	Tabled: 17/0/0
MATH-420	Essentials of Intermediate Algebra	Tabled: 17/0/0
MATH-450	Intermediate Algebra: A Critical Thinking Approach	Tabled: 17/0/0
MATH-550	Introduction to Algebra	Tabled: 17/0/0
MATH-60	Calculus for Business	Tabled: 17/0/0
NURAST-400	Nursing Assistant Use language mental retardation	Approval: 17/0/0
NURAST-400L	Nursing Assistant Laboratory Use language mental retardation	Approval: 17/0/0

Program Modifications: Final Reading

Emergency Medical Provider	Certificate of Achievement	Tabled: 17/0/0
Professional Baking and Patisserie	Certificate of Achievement	Tabled: 17/0/0

9. **Adjournment:** The meeting was adjourned at 3:00p.m.

Name	ATTENDANCE	ARTMGT-10 1 st READING	ARTMGT-20 1 st READING	ARMGT-30 1 st READING	ARTMGT-40 1 st READING	ARTMGT-496AB 1 st READING	ARTS BUSINESS MANAGEMENT CA TABLED	CHEM-76A 1 st READING	CHEM-76B 1 st READING	CHEM-75A TABLED	CHEM-75B TABLED	BIOLOGICAL SCIENCE AS TABLED	CHEMISTRY AS-T TABLED	NUTRITION AND DIETETICS AS-T TABLED
Angela Burk-Herrick	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Annette Henry														
Charmaine Phipps	X							X	X	X	X	X	X	X
Daniel Jacobo	X							X	X	X	X	X	X	X
Elaine Martinez	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Helen Leung	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Jeffrey Laguna	X	X	X	X	X	X	X	X	X	X	X	X	X	X
John Machado	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Linda Marcotte	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Lucy Serrano														
Mark Forde														
Marlene Soto														
Megan Keebler	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Michael Escobosa														
Michael McClellan														
Misty Burruel	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Naomi McCool	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Rob Kopp	X	X	X	X	X	X	X	X	X	X	X	X	X	X
RuthAnn Garcia														
Ryan Sipma	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Sean Stratton	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Shelley Marcus	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Stephen Calebotta	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Tracy Kocher														
Vanessa Thomas	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Total Counts	17	15	15	15	15	15	15	17	17	17	17	17	17	17

Non-Voting	
Kathy Lucero	X
Laura Hope	X
Marie Boyd	X
Patricia Bopko	
Sharon Awad	X
Stephen Shelton	X

