

**CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
RANCHO CAMPUS BEB BUILDING, CONFERENCE ROOM 204
FONTANA CAMPUS, FNAC 100
CHINO CAMPUS, CHMB 143
TELECONFERENCE: x6759**

SUMMARY NOTES

August 22, 2018

1:30pm-3:00pm

Members Present:

Angela Burk-Herrick, Mathematics & Science
Anthony DiSalvo, Dean, Language Arts and Library
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
Linda Marcotte, Social & Behavioral Sciences
Marie Boyd, Curriculum Chair
Mark Forde, Chino Representative
Marlene Soto, Health Sciences
Megan Keebler, Instructional Support
Meridith Randall, Associate Superintendent of Instruction and Institutional Effectiveness

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

Members Absent:

Annette Henry, Kinesiology, Nutrition, & Athletics
Kathy Lucero, Admissions and Records
Lucy Serrano, Counseling

Michael Escobosa, Health Sciences
Patricia Bopko, Financial Aid
Wanda Baker, Business & Applied Technology

Guests:

Claudia Pohl, Dental Program Consultant
Sherrie Loewen, Dean, Health Sciences
Tanya Cusick, Dental Program Director

- 1. Call To Order/New Committee Members:** The meeting was called to order at 1:33p.m. The Administrative Assistant announced that all meetings will be recorded. The Chair welcomed the Curriculum Committee to the first meeting of the year. She introduced Ryan Sipma, the new Catalog and Schedule Coordinator, who expressed his excitement about being a part of the Curriculum Committee and Chaffey College. Ryan comes from the City of Rancho Cucamonga with experience in coordinating the development of the Grapevine Recreation Guide. The Chair also introduced the new Faculty Senate President, Misty Burruel, and the Dean of Language Arts and the Library, Tony DiSalvo, who will serve on the committee as a voting member. She welcomed the new Dental Program Director, Tanya Cusick, Dean of Health Sciences, Sherrie Loewen, and the Dental Program Curriculum Consultant, Claudia Pohl. The Chair also congratulated Mark Forde for winning the Puck Award.
- 2. Public Comment:** No comment.
- 3. Review and Approval of April 18, 2018 Expanded Summary Notes:** The summary notes were approved as presented 13/0/5.
- 4. Discussion Items:**
 - 4.1. New Catalog and Schedule Coordinator:** The Curriculum Committee introduced themselves to Ryan Sipma.
 - 4.2. Quorum Number:** The Administrative Assistant shared that the quorum number is 14.

- 4.3. Credit Hour:** The College is creating a BP and/or BP/AP on how credit hour is calculated. This BP or BP/AP must be sent to the Chancellor's Office along with the Certification Form that is signed by the Superintendent, the Associate Superintendent of Instruction and Institutional Effectiveness, the Faculty Senate President, and the Curriculum Chair. The certification gives the college local approval of credit courses. Jim Fillpot is currently working on the BP which will need to be vetted by Faculty Senate, the Curriculum Committee, and President's Cabinet. The policy created on Credit Hour must be completed with this year's certification submission.
- 4.4. Prerequisite Workgroup:** The Prerequisite Workgroup was established last academic year to discuss solutions to the Statistical Validation results distributed by Institutional Research. During their work, AB-705 changes needed to be implemented as soon as possible. During Spring 2018, in consultation with the Curriculum Office, the prerequisite workgroup addressed curriculum changes needed due to the new legislation. The workgroup recently added Charmaine Phipps to serve as a voice for the ESL department. The group members are: Angela Burk-Herrick, Charmaine Phipps, Megan Keebler, Jeffrey Laguna, Rob Kopp, Sean Stratton, and Stephen Shelton (Chair of the workgroup). The group is set to convene on September 5, 2018 from 12:30-1:30 in BEB-204.
- 5. Guided Pathways:** One of the focuses of Guided Pathways is to design curriculum with the end in mind. For the Curriculum Committee, this means reviewing new courses and new programs of study with that mindset for both CTE and non-CTE curriculum. The process of reviewing local degrees will also be revamped to better align with a Guided Pathways framework. Angela Burk-Herrick announced that the goal is to have everyone complete their course sequencing for every program by November 30, 2018. A team of faculty will provide individualized guidance on the course sequencing. The Curriculum Committee will likely be invited to be a part of those groups as they help faculty within their areas.
- 6. Miscellaneous:**
- 6.1.** The Chair shared the importance of the Curriculum Committee attending the annual retreat. The retreat serves as proof that the Curriculum Committee has been trained on the latest curriculum updates. This training is needed to maintain local approval of credit courses. The Faculty Senate President reiterated the importance of attending the retreat as the committee plays an important role in Guided Pathways. She also thanked the Articulation Officer for his informative and knowledgeable presentation on articulation. Some committee members expressed concern over the scheduling of the retreat as other groups also meet the day before Convocation for training. The Chair shared with the committee that further discussion on the scheduling of the retreat will take place.
- 6.2.** The Administrative Assistant and the Chair asked that the Curriculum Representatives remember to check their Curriculum Representative queues as those reviews move courses forward to the Technical Review Committee. The Chair shared that it is important to keep proposals moving through the queue. She also reminded the committee that anyone can go into "All Approvals" and look at the progress of and comments on a course, and voice any concerns to the Curriculum Rep to bring back to the Curriculum Committee. Angela Burk-Herrick asked the representatives to wait a few days (3-5 days) before completing their Curriculum Representative reviews. This would allow discipline faculty time to complete their reviews in Curricunet. The Curriculum Office will look into adjusting the wording on the Curricunet message that goes out to Curriculum Reps.
- 6.3.** The Articulation Officer reported that UCTCA closes on August 25, 2018 for course submission for UC transferability. He submitted eligible courses approved from the 2017-2018 which include ART-40 and COMSTD-8. He can also submit courses that were approved in previous academic years per faculty desire, but would need to be notified by August 23, 2018.
- 7. Consent Agenda:** The consent agenda was approved 21/0/1.

7.1. Summer Clean-Up

- 1. ART-15:** Added missing grading scheme (letter grade).
- 2. AUTOTEC:** In consultation with the Coordinator and Dean, the Interim Catalog and Schedule Coordinator programmed the following in Colleague due to unforeseen enrollment blocks. The actions below were subsequently changed and reflected in Curricunet and resubmitted to the Curriculum Inventory.

- 7.1.2.1. Added AUTOTEC-450 Only (reads: AUTOTEC-10 or 450)
 - AUTOTEC-427
 - AUTOTEC-430
 - AUTOTEC-431
 - AUTOTEC-435
- 7.1.2.2. Added AUTOTEC-450 and AUTOTEC-455 (reads: AUTOTEC-10 or AUTOTEC-450 / AND / AUTOTEC-15 or AUTOTEC-455)
 - AUTOTEC-407
 - AUTOTEC-416
 - AUTOTEC-443
- 3. **DANCE-450:** Type of course changed from laboratory to studio due to contractual reasons.
- 4. **MATH-401:** MATH-550 was changed from a prerequisite to an advisory. The assessment level now reflects assessment into MATH-420 or MATH-450. Faculty consent was given.
- 5. **PHOTO-677:** Top Code needed to change from 1011.00 (non-CTE) to 1012.00 (CTE) as this is a workforce preparation course. Co-requisite of PHOTO-412 was removed. Faculty consent was given.
- 6. **English AA-T Narrative:** Language changed in Curricunet to match TMC Template as mandated by the Chancellor's Office. Faculty consent was given.

8. NEW BUSINESS:

New Courses: First and Second Reading

CISPROG-600	iOS App Development with SWIFT <i>Curriculum Committee member's comment about changes to out of class assignments have been made.</i>	Approval: 22/0/0
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Course Modifications: First and Second Reading

PSYCH-41	Biological Psychology	Approval: 21/1/0
PSYCH-80	Research Methods in Psychology <i>The Articulation Officer shared his concerns that this course does not fully align with C-ID since it does not have both SSCI-10 and STAT-10 as prerequisites. SSCI-10 covers the SPSS application which is not covered in STAT-10. Students who come from other colleges that have STAT-10 as opposed to SCSCI-10 can still receive credit for the Psychology ADT since both courses satisfy the same C-ID. Per articulation protocol, we can award ADT degrees to students who take the research methods course at other colleges. Limiting the pre-req to SCSCI 10 has the effect of imposing a higher hurdle on Chaffey students than students who arrive from other colleges with pass-along or eligible-for-substitution coursework. Dr. Randall mentioned that some suggestions have been made to have SPSS as a separate stand-alone course so that students who have STAT-10 do not need to take SSCI-10. Many Curriculum Committee members agreed that having SPSS as a separate course would help alleviate the concerns expressed.</i>	Approval: 21/1/0

Course Deactivation: Final Reading

GERO-406	Gerontology Career Practicum <i>This course was replaced by GERO-407 and was already removed from the impacted programs before packaging took place.</i>	Approval: 22/0/0
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PACKAGE: Dental

New Course: First and Second Reading

DENTAL-405	Basic Dental Sciences	Approval: 22/0/0
DENTAL-415	Dental Chairside Skills I	Approval: 22/0/0
DENTAL-425	Dental Materials	Approval: 22/0/0
DENTAL-435	Infection Control in Dentistry	Approval: 22/0/0
DENTAL-445	Oral Radiology	Approval: 22/0/0
DENTAL-455	Dental Office Procedures	Approval: 22/0/0
DENTAL-460	Clinical Experience I	Approval: 22/0/0
DENTAL-465	Clinical Experience II	Approval: 22/0/0
DENTAL-475	Dental Specialty Skills	Approval: 22/0/0
DENTAL-480	Dental Chairside Skills II	Approval: 22/0/0
DENTAL-490	Advanced Clinical Procedures	Approval: 22/0/0
DENTAL-600	Dental Basic Skills I	Approval: 22/0/0
DENTAL-605	Dental Assisting Advanced Skills	Approval: 22/0/0

Course Deactivations: Final Reading

DENTAL-400	Dental Assisting Core Sciences	Approval: 22/0/0
DENTAL-410	Dental Assisting Preclinical Sciences	Approval: 22/0/0
DENTAL-420	Radiography for Dental Assistants	Approval: 22/0/0
DENTAL-430	Clinical Practice	Approval: 22/0/0

9. **Adjournment:** The meeting was adjourned at 2:33p.m.

Name	ATTENDANCE	SUMMARY NOTES	CONSENT AGENDA	CISPROG-600 1 st /2 nd Reading	PSYCH-41 1 st /2 nd Reading	PSYCH-80 1 st /2 nd Reading	GERO-406 Deactivation	DENTAL-405 1 st /2 nd Reading	DENTAL-415 1 st /2 nd Reading	DENTAL-425 1 st /2 nd Reading	DENTAL-435 1 st /2 nd Reading	DENTAL-445 1 st /2 nd Reading	DENTAL-455 1 st /2 ND Reading	DENTAL-460 1 st /2 nd Reading	DENTAL-465 1 st /2 nd Reading	DENTAL-475 1 st /2 nd Reading	DENTAL-480 1 st /2 nd Reading
Angela Burk-Herrick	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Annette Henry																	
Anthony DiSalvo	X	A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Charmaine Phipps	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Daniel Jacobo	X		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Elaine Martinez	X	X	X	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	X	X	X
Jeffrey Laguna	X		X	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	X	X	X
Linda Marcotte	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Lucy Serrano																	
Mark Forde	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Marlene Soto	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Megan Keebler	X		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Michael Escobosa																	
Misty Burruel	X	A	X	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	X	X
Rob Kopp	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
RuthAnn Garcia	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Ryan Sipma	X	A	A	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Sean Stratton	X	X	X	X	O	O	X	X	X	X	X	X	X	X	X	X	X
Shelley Marcus	X	A	X	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	X	X	X
Tracy Kocher	X	A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Vanessa Thomas	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Wanda Baker																	
Total Counts	22	18	22	22	22	22	22	22	22	22	22	22	22	22	22	22	22

Guests: Claudia Pohl, Sherrie Loewen, Tanya Cusick

Non-Voting	
Kathy Lucero	
Marie Boyd	X
Meridith Randall	X
Patricia Bopko	
Sharon Awad	X
Stephen Shelton	X

Name	DENTAL-490 1st /2nd Reading	DENTAL-600 1st /2nd Reading	DENTAL-605 1st /2nd Reading	DENTAL-400 Deactivation	DENTAL-410 Deactivation	DENTAL-420 Deactivation	DENTAL-430 Deactivation
Angela Burk-Herrick	X	X	X	X	X	X	X
Annette Henry							
Anthony DiSalvo	X	X	X	X	X	X	X
Charmaine Phipps	X	X	X	X	X	X	X
Daniel Jacobo	X	X	X	X	X	X	X
Elaine Martinez	X	X	X	X	X	X	X
Helen Leung	X	X	X	X	X	X	X
Jeffrey Laguna	X	X	X	X	X	X	X
John Machado	X	X	X	X	X	X	X
Linda Marcotte	X	X	X	X	X	X	X
Lucy Serrano							
Mark Forde	X	X	X	X	X	X	X
Marlene Soto	X	X	X	X	X	X	X
Megan Keebler	X	X	X	X	X	X	X
Michael Escobosa							
Misty Burruel	X	X	X	X	X	X	X
Naomi McCool	X	X	X	X	X	X	X
Rob Kopp	X	X	X	X	X	X	X
RuthAnn Garcia	X	X	X	X	X	X	X
Ryan Sipma	X	X	X	X	X	X	X
Sean Stratton	X	X	X	X	X	X	X
Shelley Marcus	X	X	X	X	X	X	X
Stephen Calebotta	X	X	X	X	X	X	X
Tracy Kocher	X	X	X	X	X	X	X
Vanessa Thomas	X	X	X	X	X	X	X
Wanda Baker							
Total Counts	22	22	22	22	22	22	22