

**CHAFFEY COLLEGE  
CURRICULUM COMMITTEE MEETING  
SUMMARY NOTES  
February 24, 2021  
1:30pm-3:00pm  
VIA ZOOM ONLY**

**MEETING LINK:** <https://cccconfer.zoom.us/j/99084848526>

**BY PHONE:** +1 669 900 6833 (US Toll)

**MEETING ID:** 990 8484 8526

**Members Present:**

Angela Burk-Herrick, Curriculum Chair  
Bruce Osburn, Business & Applied Technology  
Candice Hines-Tinsley, Kinesiology, Nutrition, & Athletics  
Carol Hutte, Library Learning Resources  
Christina McPeck, Social & Behavioral Sciences  
Daniel Jacobo, Visual & Performing Arts  
Jo Alvarez, Outcomes and Assessment Facilitator  
Joan Godinez, Student Services  
Joann Eisberg, Mathematics & Science  
Jonathan Polidano, CTE Liaison

Julie Law, Articulation Officer  
Kathy Galipeau, HFIC  
Lisa Doget, Health Sciences  
Mary Romero, Business & Applied Technology  
Megan Keebler, Instructional Support  
Naomi McCool, Social & Behavioral Sciences  
Nicole DeRose, Acting Faculty Senate President  
Patricia Powell, Student Services  
Rob Kopp, Mathematics & Science  
Sharon Alton, Language Arts  
Shireen Awad, Curriculum Specialist

**Members Absent:**

Laura Hope, Associate Superintendent of Instruction  
Nicole Farrand, Visual & Performing Arts  
Patricia Bopko, Financial Aid  
Phil Roberts, Kinesiology, Nutrition, & Athletics

Rob Rundquist, Dean Institutional Effectiveness/Intersegmental Partnerships  
RuthAnn Valencia, Admissions and Records  
Ryan Sipma, Catalog & Schedule Coordinator  
Stephen Calebotta, Language Arts

**Guests:**

None

1. **Call to Order/Roll Call:** The meeting was called to order at 1:33p.m.
2. **Public Comment:** No comment.
3. **Review and Approval of February 10, 2021 Expanded Summary Notes:** The summary notes were approved 12/0/2.
4. **Curriculum Office Reports**
  - 4.1. **Curriculum Chair:** The Chair encouraged the committee to read the Faculty Senate resolution sent on February 24, 2021 regarding the hate crime at the Hip Hop Summit. She encouraged the committee members to be supportive of their colleagues and students.
  - 4.2. **Curriculum Specialist:** No report.
  - 4.3. **Catalog and Schedule Coordinator:** No report.

**4.4. Articulation Officer:** The AO shared that she received a notice from Cal Poly Pomona that our Art History ADT has been deemed as “not similar” to their degree. She will talk to the department about this notice.

**4.5. Chief Instructional Officer:** No report.

**5. Consent Agenda:** The consent agenda was approved 14/0/0.

**5.1. Credit by Exam** was added to the following courses:

1. IET-403B Electrical Motors and Controls II
2. IET-422 OSHA Construction Safety Training
3. IETELMT-432 Electrical Control of Hydraulic Systems

**5.2.** Per faculty, a prerequisite of PH-401 was misplaced on PH-402. Instead, PH-401 was intended to be a corequisite. Since PH-402 is a new course that was just approved last month with no student/scheduling records, the requisite of PH-401 was changed from a prerequisite to corequisite.

**6. Curriculum Proposals:**

**6.1. PACKAGES:**

**CHILD DEVELOPMENT PACKAGE**

**Course Reactivations w/ DE:**

<b>CDE-50</b>	Administration of Child Development Programs	Approval: 15/0/0	Distance Education Approval Hybrid/Online: 15/0/0
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**Program Modifications:**

<b>Child Development</b>	A.S.	Approval: 15/0/0
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**NURSING ASSISTANT CREDIT PACKAGE**

**New Courses w/ DE:**

<b>NURAST-405L</b>	Nursing Assistant Skills Laboratory <i>Formally NURAST-405</i>	Approval: 15/0/0	Distance Education Approval FO Emergency: 15/0/0
<b>NURAST-415</b>	Professional Development for the Nursing Assistant <i>Formally NURAST-450</i>	Approval: 15/0/0	Distance Education Approval FO Emergency: 15/0/0

**Course Deactivations:**

<b>NURAST-405</b>	Nursing Assistant Skills Laboratory	Approval: 15/0/0
<b>NURAST-450</b>	Professional Development for the Nursing Assistant	Approval: 15/0/0

**Course Modifications w/ DE:**

<b>NURAST-400</b>	Nursing Assistant	Approval: 15/0/0	Distance Education Approval FO Emergency: 15/0/0
<b>NURAST-400L</b>	Nursing Assistant Laboratory	Approval: 15/0/0	Distance Education Approval FO Emergency: 15/0/0

**Program Modifications:**

<b>Home Health Aide</b>	Certificate of Career Preparation	Approval: 15/0/0
<b>Nursing Assistant</b>	Certificate of Career Preparation	Approval: 15/0/0

**NURSING ASSISTANT NONCREDIT PACKAGE****New Courses w/ DE:**

<b>NURAST-600</b>	Nursing Assistant	Approval: 15/0/0	Distance Education Approval FO Emergency: 15/0/0
<b>NURAST-600L</b>	Nursing Assistant Laboratory	Approval: 15/0/0	Distance Education Approval FO Emergency: 15/0/0
<b>NURAST-605L</b>	Nursing Skills Laboratory	Approval: 15/0/0	Distance Education Approval FO Emergency: 15/0/0

**New Courses:**

<b>NURAST-620</b>	Home Health Aide	Approval: 15/0/0
<b>NURAST-620L</b>	Home Health Aide Laboratory	Approval: 15/0/0

**New Programs:**

<b>Nursing Assistant</b>	Certificate of Completion	Approval: 15/0/0
<b>Nursing Assistant/Home Health Aide</b>	Certificate of Completion	Approval: 15/0/0

**6.2. NONPACKAGES: (NEXT PAGE)**

**Course Modifications w/ DE:**

<b>HIST-4</b>	History of Slavery	Approval: 15/0/0	Distance Education Approval Hybrid/Online: 15/0/0
<b>HIST-19</b>	History of Ethnic Relations in the United States	Approval: 15/0/0	Distance Education Approval Hybrid/Online: 15/0/0
<b>HIST-50</b>	African-American History I	Approval: 15/0/0	Distance Education Approval Hybrid/Online: 15/0/0
<b>HIST-51</b>	African-American History II	Approval: 15/0/0	Distance Education Approval Hybrid/Online: 15/0/0
<b>ID-27</b>	Computer Drafting & Design for Interiors	Approval: 15/0/0	Distance Education Approval Hybrid/Online: 15/0/0
<b>THEATRE-35</b>	Musical Theatre Performance	Approval: 15/0/0	Distance Education Approval Hybrid: 15/0/0  Distance Education Approval FO Emergency: 15/0/0
<b>THEATRE-50</b>	Theatre Practicum - Rehearsal and Performance	Approval: 15/0/0	Distance Education Approval Hybrid/Online: 15/0/0
<b>THEATRE-52</b>	Theatre Practicum - Technical Theatre in Production	Approval: 15/0/0	Distance Education Approval Hybrid/Online: 15/0/0

**Program Modifications:**

<b>Administration of Justice</b>	AS-T	Approval: 15/0/0
<b>Geology</b>	AS-T	Approval: 15/0/0
<b>Interior Design</b>	Certificate of Achievement	Approval: 15/0/0
<b>Photography</b>	A.A.	Approval: 15/0/0

**7. Discussion Items:**

**7.1. Distance Education Subcommittee:** The Chair shared that it is time to begin working on revamping the DE addendum in META. In addition to Joann Eisberg and Naomi McCool, the Chair invited more volunteers. The three of them will meet in the next coming weeks to work on the DE page.

**7.2. Elections:** The highlighted, bolded, and italicized members have terms that are ending this year. The Curriculum Office will facilitate the call for new members. The representatives whose terms are ending are more than welcome to rerun, but there must be an equal opportunity for other faculty in the school to volunteer to join. Should two or more faculty members volunteer, the representative whose term is continuing must hold elections within their school. New/returning representatives should be shared with the committee on/or before the April 14 Curriculum Committee meeting. The Chair asked for a volunteer to help her draft the message in hopes that the email conveys the work the committee is doing and will be doing in the upcoming year. Sharon Alton volunteered to review the draft of the email. Naomi McCool suggested mentioning that the Curriculum Committee also becomes aware of statewide and district-wide level changes that have a great impact on curriculum, students, and the college. The committee discussed goals for

ongoing work which include Open Educational Resources/Zero-Cost Textbooks, an equity audit of curriculum, Credit for Prior Learning (CPL), and making recommendations for curricular updates.

<b>Area of Representation</b>	<b>Representative</b>	<b>Term of Office</b>
Business and Applied Technology	Mary Romero	2020-2022
<b><i>Business and Applied Technology</i></b>	<b><i>Bruce Osburn</i></b>	<b><i>2019-2021</i></b>
Hospitality, Fashion, Interior & Culinary Arts	VACANT	2020-2022
<b><i>Hospitality, Fashion, Interior &amp; Culinary Arts</i></b>	<b><i>Kathy Galipeau</i></b>	<b><i>2019-2021</i></b>
Health Sciences	VACANT	2020-2022
<b><i>Health Sciences</i></b>	<b><i>Lisa Doget</i></b>	<b><i>2019-2021</i></b>
<b><i>Instructional Support</i></b>	<b><i>Megan Keebler</i></b>	<b><i>2019-2021</i></b>
Kinesiology, Nutrition and Athletics	Phil Roberts	2020-2022
<b><i>Kinesiology, Nutrition and Athletics</i></b>	<b><i>Candice Hines-Tinsley</i></b>	<b><i>2019-2021</i></b>
Language Arts	Sharon Alton	2020-2022
<b><i>Language Arts</i></b>	<b><i>Stephen Calebotta</i></b>	<b><i>2019-2021</i></b>
Mathematics and Science	Joann Eisberg	2020-2022
<b><i>Mathematics and Science</i></b>	<b><i>Rob Kopp</i></b>	<b><i>2019-2021</i></b>
Social and Behavioral Sciences	Naomi McCool	2020-2022
<b><i>Social and Behavioral Sciences</i></b>	<b><i>Christina McPeck</i></b>	<b><i>2019-2021</i></b>
Student Services	Joan Godinez	2020-2022
<b><i>Student Services</i></b>	<b><i>Patricia Powell</i></b>	<b><i>2019-2021</i></b>
Visual and Performing Arts	Daniel Jacobo	2020-2022
<b><i>Visual and Performing Arts</i></b>	<b><i>Nicole Farrand</i></b>	<b><i>2019-2021</i></b>

**8. Next Agenda Forecast:** The Specialist shared that the Curriculum Office will present a new curriculum submission timeline for the committee to review and vote on at the next meeting. The Curriculum Office created a new timeline to address concerns and issues presented at the December 9, 2020 curriculum meeting as well as issues identified in internal/external processes. Both the Chair and Specialist encourage the committee to provide feedback and corrections and to ask any questions needed before voting on the new curriculum submission timeline.

**9. Floor Items:** None.

**10. Adjournment:** The meeting was adjourned at 2:19p.m.

Name	ATTENDANCE	M: Approval of Summary Notes 1 <sup>st</sup> : Rob Kopp 2 <sup>nd</sup> : Joann Eisberg	M: Approval of Consent Agenda 1 <sup>st</sup> : Joann Eisberg 2 <sup>nd</sup> : Naomi McCool	M: Approval of Child Development Package 1 <sup>st</sup> : Julie Law 2 <sup>nd</sup> : Joann Eisberg	M: Approval of NURAST CREDIT/NONCREDIT 1 <sup>st</sup> : Julie Law 2 <sup>nd</sup> : Rob Kopp	M: Approval of Course Modifications w/DE 1 <sup>st</sup> : Julie Law 2 <sup>nd</sup> : Mary Romero	M: Approval of Program Modifications 1 <sup>st</sup> : Joann Eisberg 2 <sup>nd</sup> : Rob Kopp
Bruce Osburn	X			X	X	X	X
Candice Hines-Tinsley	X	X	X	X	X	X	X
Carol Hutte	X	X	X	X	X	X	X
Christina McPeck	X	A	X	X	X	X	X
Daniel Jacobo	X						
Joan Godinez	X	X	X	X	X	X	X
Joann Eisberg	X	X	X	X	X	X	X
Julie Law	X	X	X	X	X	X	X
Kathy Galipeau	X	A	X	X	X	X	X
Laura Hope							
Lisa Doget	X	X	X	X	X	X	X
Mary Romero	X	X	X	X	X	X	X
Megan Keebler	X	X	X	X	X	X	X
Naomi McCool	X	X	X	X	X	X	X
Nicole Farrand							
Patricia Powell	X	X	X	X	X	X	X
Phil Roberts							
Rob Kopp	X	X	X	X	X	X	X
Ryan Sipma							
Sharon Alton	X	X	X	X	X	X	X
Stephen Calebotta							
Total Counts	16	14	14	15	15	15	15

Quorum= 21/2=10.5+1=11.5=12

Non-Voting	
Angela Burk-Herrick	X
Jo Alvarez	X
Jonathan Polidano	X
Nicole DeRose	X
Patricia Bopko	
Rob Rundquist	
RuthAnn Valencia	
Shireen Awad	X