CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
SUMMARY NOTES
April 21, 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
Joan Godinez, Student Services
Joann Eisberg, Mathematics & Science
Jonathan Polidano, CTE Liaison
Julie Law, Articulation Officer
Kathy Galipeau, HFIC
Lisa Doget, Heath Sciences

Mary Romero, Business & Applied Technology
Nicole DeRose, Acting Faculty Senate President
Nicole Farrand, Visual & Performing Arts
Patricia Bopko, Financial Aid
Patricia Powell, Student Services
Rob Rundquist, Dean Institutional
Effectiveness/Intersegmental Partnerships
RuthAnn Valencia, Admissions and Records
Ryan Sipma, Catalog & Schedule Coordinator
Sharon Alton, Language Arts
Shireen Awad, Curriculum Specialist
Stephen Calebotta, Language Arts

Members Absent:

Laura Hope, Associate Superintendent of Instruction
Megan Keebler, Instructional Support
Naomi McCool, Social & Behavioral Sciences

Phil Roberts, Kinesiology, Nutrition, & Athletics
Rob Kopp, Mathematics & Science
Jo Alvarez, Outcomes and Assessment Facilitator

Guests:
None

1. **Call to Order/Roll Call:** The meeting was called to order at 1:34p.m.

2. **Public Comment:** None.

3. **Review and Approval of March 31, 2021 Expanded Summary Notes:** The summary notes were approved 13/0/0.

4. **Curriculum Office Reports**

    4.1. **Curriculum Chair:** The Chair shared her appreciation for the above and beyond work of the committee this year. She congratulated the returning members and welcomed new members. She thanked Patty Powell for bringing in her counseling and equity lens to the committee as well as her expertise in DPS. She also shared her appreciation for Bruce Osburn and his very detailed reviews of curriculum and contributions to discussions. She thanked Rob Kopp for his 6.5 years on the Curriculum Committee. Rob has worked relentlessly on curriculum that has impacted all students such as the intricate changes needed for AB-705 and for the Math Department in general. He contributed greatly to curriculum work groups as well.

The Chair also shared that the Ethnic Studies and University Studies workgroups will continue to work during the summer and will report updates in the Fall.

4.2. Curriculum Specialist: The Curriculum Specialist agreed with the Chair's praises to the Committee members. She thanked the Tech Committee for reading each proposal thoroughly and for meeting every deadline set for them. She gave special thanks to the Catalog and Schedule Coordinator for his detailed work and for being so on top of the curriculum. She shared that their partnership in the work they do together is greatly appreciated.

4.3. Catalog and Schedule Coordinator: No report.

4.4. Articulation Officer: The AO reported that the University Studies and Ethnic Studies workgroups will be working throughout the summer. She also shared that colleges have submitted curriculum for Area F: Ethnic Studies approval. She will work closely with those AOs to gather information on approval and denial feedback so Chaffey's process for Area F runs more smoothly. She will also look at the GE patterns and more articulations in the fall. She encouraged faculty to contact her regarding any articulation questions.

4.5. Chief Instructional Officer: No report.

5. **Consent Agenda:** The consent agenda was approved 13/0/0.

5.1. As discussed and voted on in the last meeting, discipline faculty have launched the new course shell for MATH-542 and launched a deactivation for MATH-420 to appropriately reflect the process that is needed for degree applicability changes. Details on this discussion can be found on the March 31, 2021 Summary Notes after their approval.

5.2. Per faculty discussion, NURAST-600L was added to the Nursing Assistant/Home Health Aide Noncredit Certificate of Completion. This course was accidentally omitted by the faculty member in the proposal approved by the Committee on February 24, 2021.

5.3. THEATRE-31, a new course approved by the committee on February 10, 2021, was approved as a 4-unit course, but should have been 3 units. This was likely due to how the units/hours page in META was set up, and this page is being worked on. THEATRE-31 was also resubmitted to the Chancellor's Office and was chaptered.

5.4. CISNTWK-413, which is launched to be deactivated, has been removed from the Computer Information Systems AS and the Computer Information Systems Certificate of Achievement which were both approved on January 13, 2021.

5.5. The faculty for the drafting programs requested to add "CAD" to all of their drafting certificates and degrees. The following changes have been made:

1. CAD Drafting Technician: Architectural A.S. Degree (In-Review Status in META)
2. CAD Drafting Technician: Architectural Certificate of Achievement
3. CAD Drafting Technician: Mechanical A.S. Degree
4. CAD Drafting Technician: Mechanical Certificate of Achievement

5.6. ADT Clean Up: The Curriculum Chair and Catalog and Schedule Coordinator took administrative action to standardize and clean-up ADT and UCTP requirement verbiage.

5.7. The Articulation Officer will follow standard procedure and launch corrections to the CSUGE and IGETC patterns in META once final notice is given by GE reviewers in April.

6. Curriculum Proposals:

6.1. PACKAGES:

<mark>ART PACKAGE</mark>

New Courses w/ DE:

ART-13	History of Graphic Design	Approval: 13/0/0	Distance Education Approval Hybrid/Online: 13/0/0
ART-84	Motion Graphic Animation	Approval: 13/0/0	Distance Education Approval Hybrid/Online: 13/0/0

Course Deactivations:

ART-407	History of Design	Approval: 13/0/0
ART-482	Editing Digital Media	Approval: 13/0/0
ART-484	Motion Graphic Animation	Approval: 13/0/0

Course Modifications:

ART-50	Introduction to Sculpture	Approval: 13/0/0

Program Modifications:

Graphic Design for Digital Media	AA *Formerly Design for Multimedia*	Approval: 13/0/0
Graphic Design for Digital Media	Certificate of Achievement *Formerly Design for Multimedia*	Approval: 13/0/0

Program Deactivations:

Art/Digital Media - Computer Graphic Design for Print Media	AA	Approval: 13/0/0
Art/Digital Media - Computer Graphic Design for Print Media	Certificate of Achievement	Approval: 13/0/0
Art/Digital Media - Web Design	AA	Approval: 13/0/0
Art/Digital Media - Web Design	Certificate of Achievement	Approval: 13/0/0

<mark>COMPUTER INFORMATION SYSTEMS PACKAGE</mark>

Course Deactivations:

<mark>**CISNTWK-413**</mark>	TCP/IP	Approval: 15/0/0

Program Modifications:

<mark>Network Specialist</mark>	Certificate of Achievement	Approval: 15/0/0

<mark>ENGLISH PACKAGE</mark>

Course Deactivations:

ENGL-495	College Reading and Writing	Approval: 14/0/0

Course Modifications w/ DE:

BIOL-20	Human Anatomy	Approval: 14/0/0	Distance Education Approval Hybrid: 14/0/0
ENGL-33	Introduction to Poetry	Approval: 14/0/0	Distance Education Approval Hybrid/Online: 14/0/0
ENGL-35	Literary Magazine Production	Approval: 14/0/0	Distance Education Approval Hybrid/Online: 14/0/0
ENGL-68	Mythology	Approval: 14/0/0	Distance Education Approval Hybrid/Online: 14/0/0
ENGL-74	Asian-American Literature	Approval: 14/0/0	Distance Education Approval Hybrid/Online: 14/0/0
ENGL-76	African-American Literature	Approval: 14/0/0	Distance Education Approval Hybrid/Online: 14/0/0
ENGL-7A	Creative Writing: Short Fiction	Approval: 14/0/0	Distance Education Approval Hybrid/Online: 14/0/0
ENGL-7B	Creative Writing: Fiction	Approval: 14/0/0	Distance Education Approval Hybrid/Online: 14/0/0
ENGL-7D	Creative Writing: Poetry	Approval: 14/0/0	Distance Education Approval Hybrid/Online: 14/0/0
ENGL-7E	Creative Writing: Nonfiction	Approval: 14/0/0	Distance Education Approval Hybrid/Online: 14/0/0
JOUR-10	Newswriting	Approval: 14/0/0	Distance Education Approval Hybrid/Online: 14/0/0
JOUR-30	Student Media Practicum I	Approval: 14/0/0	Distance Education Approval Hybrid/Online: 14/0/0
SOC-10	Introduction to Sociology	Approval: 14/0/0	Distance Education Approval Hybrid/Online: 14/0/0

Course Modifications:

HUMAN-20	The Holocaust: History and Philosophy	Approval: 14/0/0	

6.2. NONPACKAGES:

New Courses w/ DE:

NURAST-615	Professional Development for the Nursing Assistant	Approval: 13/0/0	Distance Education Approval Hybrid/Online: 13/0/0

Course Modifications w/ DE:

AMT-25	Powerplant: Aircraft Reciprocating Engines	Approval: 13/0/0	Distance Education Approval FO (Emergency Only): 13/0/0
AMT-28A	Powerplant: Reciprocating Engine Inspection	Approval: 13/0/0	Distance Education Approval FO (Emergency Only): 13/0/0
AMT-28B	Powerplant: Electrical Systems	Approval: 13/0/0	Distance Education Approval FO (Emergency Only): 13/0/0
AMT-28C	Powerplant: Turbine Engine Auxiliary Systems	Approval: 13/0/0	Distance Education Approval FO (Emergency Only): 13/0/0
ANTHRO-1	Introduction to Biological Anthropology	Approval: 13/0/0	Distance Education Approval Hybrid/Online: 13/0/0
ANTHRO-1L	Laboratory for Biological Anthropology	Approval: 13/0/0	Distance Education Approval Hybrid/Online: 13/0/0
ANTHRO-2	Introduction to Archaeology	Approval: 13/0/0	Distance Education Approval Hybrid/Online: 13/0/0
ANTHRO-3	Introduction to Social and Cultural Anthropology	Approval: 13/0/0	Distance Education Approval Hybrid/Online: 13/0/0
BUSL-411	Estate Planning and Probate Law	Approval: 13/0/0	Distance Education Approval Hybrid/Online: 13/0/0
BUSL-412	Immigration Law	Approval: 13/0/0	Distance Education Approval Hybrid/Online: 13/0/0
BUSMGT-42	Human Resource Management	Approval: 13/0/0	Distance Education Approval Hybrid/Online: 13/0/0
CIS-1	Introduction to Computer Information Systems	Approval: 13/0/0	Distance Education Approval Hybrid/Online: 13/0/0
COMPSCI-2	Programming Concepts and Methodology II	Approval: 13/0/0	Distance Education Approval Hybrid/Online: 13/0/0
COMSTD-12	Mass Communication and Society	Approval: 13/0/0	Distance Education Approval Hybrid/Online: 13/0/0
KINACT-1	Beginning Tennis	Approval: 13/0/0	Distance Education

			Approval Hybrid: 13/0/0
KINACT-2	Advanced Tennis	Approval: 13/0/0	Distance Education Approval Hybrid: 13/0/0
PHOTO-1	History of Photography	Approval: 15/0/0	Distance Education Approval Hybrid/Online: 15/0/0
PHOTO-10	Beginning Darkroom Photography	Approval: 13/0/0	Distance Education Approval Hybrid/Online: 13/0/0
RE-475	Real Estate Escrow	Approval: 13/0/0	Distance Education Approval Hybrid/Online: 13/0/0

Course Deactivations:

CISPROG-600	iOS App Development with SWIFT	Approval: 15/0/0

New Programs:

Hospitality Management: Hospitality Facilities Management	Certificate of Achievement	Approval: 16/0/0

Program Modifications: *Highlighted programs with approvals of "13/0/2" align with the "Motion to Approve Proposals in items 6.3 that were not originally in the Committee Members' queue" on the Attendance and Vote Count Sheet.*

Accounting for Government and Not-For-Profit Organizations	Certificate of Career Preparation	Approval: 16/0/0
Arts Business Management	Certificate of Achievement	Approval: 16/0/0
Associate in Arts in Art History for Transfer	AA-T	Approval: 13/0/2
Associate in Arts in English for Transfer	AA-T	Approval: 16/0/0
Associate in Arts in Law, Public Policy, and Society for Transfer	AA-T	Approval: 16/0/0
Associate in Arts in Philosophy for Transfer	AA-T	Approval: 16/0/0
Associate in Arts in Studio Arts for Transfer	AA-T	Approval: 13/0/2
Associate in Science in Biology for Transfer	AS-T	Approval: 16/0/0
Associate in Science in Business Administration for Transfer 2.0	AS-T	Approval: 16/0/0
Associate in Science in Computer Science for Transfer	AS-T	Approval: 16/0/0
Associate in Science in Film, Television and Electronic Media for Transfer	AS-T	Approval: 13/0/2
Associate in Science in Hospitality Management for Transfer Degree	AS-T	Approval: 16/0/0

Associate in Science in Nutrition and Dietetics for Transfer	AS-T	Approval: 16/0/0
Athletic Trainer Aide	Certificate of Achievement	Approval: 16/0/0
Automotive Electrical Systems	Certificate of Career Preparation	Approval: 16/0/0
Biological Sciences	AS	Approval: 16/0/0
Broadcasting and Cinema	AS	Approval: 13/0/2
CAD Drafting Technician: Architectural	AS	Approval: 13/0/2
CAD/CAM Operator	Certificate of Career Preparation	Approval: 13/0/2
Computer Foundations	Certificate of Career Preparation	Approval: 16/0/0
Computer Game Development	Certificate of Achievement	Approval: 16/0/0
Computer Support Technician (A+ Certification Preparation)	Certificate of Achievement	Approval: 13/0/2
Dance	AA	Approval: 13/0/2
Dietetic Service Supervisor (DSS)/Certified Dietary Manager (CDM)	Certificate of Achievement	Approval: 16/0/0
Engine Performance (Smog Check) Technician	Certificate of Achievement	Approval: 16/0/0
Engine Rebuilding	Certificate of Career Preparation	Approval: 16/0/0
Engineering Technology	AS	Approval: 13/0/2
Facilities Management	AS	Approval: 16/0/0
Facilities Management	Certificate of Achievement	Approval: 16/0/0
General Automotive Service Technician	AS	Approval: 16/0/0
General Automotive Service Technician	Certificate of Achievement	Approval: 16/0/0
High Performance Engines Building and Blueprinting	Certificate of Career Preparation	Approval: 16/0/0
Hospitality Management: Hotel Management	AS	Approval: 16/0/0
Hospitality Management: Hotel Management	Certificate of Achievement	Approval: 16/0/0
Interior Design	AS	Approval: 13/0/2
Interior Design Visual Communication	Certificate of Achievement	Approval: 13/0/2
International Business	AS	Approval: 16/0/0
International Business	Certificate of Achievement	Approval: 16/0/0
Journalism	Certificate of Achievement	Approval: 16/0/0
Master Automotive Technician	AS	Approval: 16/0/0
Master Automotive Technician	Certificate of Achievement	Approval: 16/0/0
Motion Picture Production	Certificate of Achievement	Approval: 13/0/2

Nursing VN to RN: Non-Degree Option	Certificate of Career Preparation	Approval: 16/0/0
Nursing: ADN	AS	Approval: 13/0/2
Nursing: Vocational	AS	Approval: 13/0/2
Nursing: Vocational	Certificate of Achievement	Approval: 13/0/2
Nutrition and Food	Certificate of Achievement	Approval: 16/0/0
On-Air Radio Production	Certificate of Achievement	Approval: 13/0/2
Paralegal Studies	AS	Approval: 16/0/0
Paralegal Studies	Certificate of Achievement	Approval: 16/0/0
Pathway to Law School	Certificate of Achievement	Approval: 16/0/0
Payroll and Income Tax Preparer	Certificate of Career Preparation	Approval: 16/0/0
Philosophy: Religious Studies	AA	Approval: 16/0/0
Political Economics	AA	Approval: 16/0/0
Post Production Editing	Certificate of Achievement	Approval: 13/0/2
Professional Baking and Patisserie	AS	Approval: 13/0/2
Professional Baking and Patisserie	Certificate of Achievement	Approval: 13/0/2
Programming Foundations	Certificate of Achievement	Approval: 16/0/0
Project Management	Certificate of Career Preparation	Approval: 13/0/2
Radiologic Technology	AS	Approval: 13/0/2
Retail Management	AS	Approval: 16/0/0
Retail Management	Certificate of Achievement	Approval: 16/0/0
Screenwriting	Certificate of Achievement	Approval: 13/0/2
Supply Chain Management	AS	Approval: 16/0/0
Television and Video Production	Certificate of Achievement	Approval: 13/0/2
University of California Transfer Pathway: Chemistry	AS-T	Approval: 13/0/2

6.3. Proposals Not Yet in Curriculum Committee Queues: Not voted on since these proposals were not ready for the committee review in time for the final curriculum meeting.

Program Modifications:

Art	AA	Approval:
Art - Ceramics Studio	AA	Approval:
Associate in Arts in Anthropology for Transfer	AA-T	Approval:
Associate in Arts in Communication Studies for Transfer	AA-T	Approval:
Associate in Arts in Psychology for Transfer	AA-T	Approval:
Associate in Arts in Spanish for Transfer	AA-T	Approval:
Physical Education	AA	Approval:

7. **Discussion Items:**

   7.1. **Summer Clean Up Vote:** The Specialist and Chair both shared that the Curriculum Office needs to engage in standard software clean up over the summer. The clean up will also include the Catalog and Schedule Coordinator. This annual clean-up will result in consistencies among our internal and external curriculum processes. All clean-up projects will be reported to the committee in the fall. The Chair called for a vote from the committee to allow our summer clean-up process. The committee gave approval for this 15/0/0.

   7.2. **CPC Committee Self-Assessment Survey Workgroup:** The Chair asked for volunteers to work on the CPC Self-Assessment Survey. Joann Eisberg, Julie Law, Sharon Alton, The Curriculum Chair and the Curriculum Specialist agreed to complete this survey.

8. **Next Agenda Forecast:** None.

9. **Floor Items:** None.

10. **Adjournment:** The meeting was adjourned at 2:27p.m.

Name	ATTENDANCE	M: Approval of 3.31.2021 Summary Notes (1st: Julie Law, 2nd: Bruce Osburn)	M: Approval of Consent Agenda (1st: Bruce Osburn, 2nd: Julie Law)	M: Approval of ART Package (1st: Kathy Galipeau, 2nd: Patty Powell)	M: Approval of English Package (1st: Julie Law, 2nd: Mary Romero)	M: Approval of New Course, Course Mods w/ DE without PHOTO-1 (6.2) (1st: Bruce Osburn, 2nd: Julie Law)	M: Approval of PHOTO-1 (1st: Bruce Osburn, 2nd: Patty Powell)	M: Approval of Course Deactivation of CISPROG-600 (1st: Julie Law, 2nd: Joann Eisberg)	M: Approval of New Programs and Program Mods (1st: Joann Eisberg, 2nd: Sharon Alton)	M: Approval of Highlighted Proposals in 6.3. (1st: Julie Law, 2nd: Mary Romero)	M: Approval of Summer Clean-Up (1st: Patty Powell, 2nd: Bruce Osburn)
Bruce Osburn	X	X	X	X	X	X	X	X	X	X	X
Candice Hines-Tinsley	X						X	X	X	X	X
Carol Hutte	X	X	X	X	X	X	X	X	X	X	X
Christina McPeck	X	X	X	X	X	X	X	X	X	X	X
Daniel Jacobo	X	X	X	X	X	X	X	X	X	X	X
Joan Godinez	X	X	X	X	X	X	X	X	X	X	X
Joann Eisberg	X						X	X	X	X	X
Julie Law	X	X	X	X	X	X	X	X	X	X	X
Kathy Galipeau	X	X	X	X	X	X	X	X	X	X	X
Laura Hope											
Lisa Doget	X	X	X	X	X	X	X	X	X	X	X
Mary Romero	X	X	X	X	X	X	X	X	X	X	X
Megan Keebler											
Naomi McCool											
Nicole Farrand	X				X	X	X	X	X	A	X
Patricia Powell	X	X	X	X	X	X	X	X	X	A	X
Phil Roberts											
Rob Kopp											
Ryan Sipma	X	X	X	X	X	X	X	X	X	X	X
Sharon Alton	X	X	X	X	X	X	X	X	X	X	X
Stephen Calebotta	X	X	X	X	X						
Total Counts	16	13	13	13	14	13	15	15	15	15	15

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

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