CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
SUMMARY NOTES
October 18, 2023
1:30pm-3:00pm
RANCHO CAMPUS, BEB-204
CHINO CAMPUS CONFERENCE ROOM, CHMB-102
FONTANA CAMPUS CONFERENCE ROOM, FNAC-119
FONTANA CAMPUS OFFICE, FNLC-116
RANCHO SAN ANTONIO MEDICAL PLAZA, RSA-8

Members Present:

Adeel Rizvi, Health and Wellness, (elected as Health Sciences representative)
Angela Burk-Herrick, Curriculum Chairperson
Carol Hutte, Educational Support Units (by position as Library Learning Resources)
Christina Holdiness, Educational Support Units (elected as Instructional Support)
Elaine Martinez, Health and Wellness (elected as Kinesiology, Nutrition and Athletics representative)
Garrett Kenehan, Arts, Communication, and Design (elected as Visual and Performing Arts representative)
Grace Wong, Business, Technology, and Hospitality (elected as Hospitality, Fashion, Interior & Culinary Arts representative)
Jennika Celo, Educational Support Units (elected as Academic and Career Counseling representative)
Joan Godinez, Educational Support Units (elected as Academic and Career Counseling representative)
Joann Eisberg, Science, Technology, Engineering, and Mathematics (elected as Mathematics and Science representative)

Jonathan Polidano, CTE Liaison
Julie Law, Articulation Officer
Laura Picklesimer, SLO Facilitator
Maryline Chemama, Science, Technology, Engineering, and Mathematics (elected as Mathematics and Science representative)
Nicole DeRose, Academic Senate President
Nicole Farrand, Arts, Communication, and Design (elected as Visual and Performing Arts representative)
Paula Snyder, Public Service, Culture, and Society (elected as Social and Behavioral Sciences representative)
Rob Rundquist, Dean Institutional Effectiveness/CIO Designee
Ryan Sipma, Catalog/Schedule Coordinator
Shireen Awad, Curriculum Specialist
Stephen Calebotta, Arts, Communication, and Design (elected as Language Arts representative)
Xochitl Sanchez, Student Representative CCSG

Members Absent:

Candice Hines-Tinsley, Health and Wellness (elected as Kinesiology, Nutrition and Athletics representative)
Marlene Soto, Health and Wellness, (elected as Health Sciences representative)
Michael Wangler, Science, Technology, Engineering, and Mathematics
Tracy Kocher, Business, Technology, and Hospitality, (elected as Business and Applied Technology representative)

Guests:
Bryant Dineros, Dental
Sara Khair, Mathematics

1. **Call to Order/Roll Call:** The meeting was called to order at 1:35p.m.

2. **Public Comment** (Reserved for guests to address any item on the agenda for a limit of two minutes): None.

3. **Review and Approval of September 20, 2023 Expanded Summary Notes:** The summary notes were approved 13/0/0.

4. **Curriculum Office Reports**

   4.1. **Curriculum Chair:**

   1. **Clarification on Zero Textbook Costs vs Zero Resource Costs for Students:** The Chair shared the Committee's discussion on how to better clarify course costs for students to Academic Senate. A committee is currently working on ZTC and low cost resources and will work on language that helps with that clarity.
   2. **DEIA:** The Chair also shared the Committee's request for institutional DEIA definitions to Academic Senate. The Academic Senate President sent an email calling for faculty volunteers to be on that workgroup.

4.2. Curriculum Specialist: No report.

4.3. Catalog and Schedule Coordinator: The Catalog and Schedule Coordinator shared that the addendum to the catalog was published online on October 13, 2023. The Schedule of Classes for spring 2024 will be posted online on October 23, 2023.

4.4. Articulation Officer (AO): The state requested a Fall 2027 implementation date (as opposed to Fall 2024) for Common Course Numbering (AB 1111). The AO also shared the latest updates on CalGETC. The Oral Communication Studies classes will no longer require ENGL-1A as a prerequisite, but they will need to be resubmitted for CalGETC approval. However, ENGL-1A does have to be a prerequisite for courses in Area 1C. *Note:* COMSTD-72, PHIL 75, or PHIL 76 already meet this requirement. CalGETC submission will be required December 2024. It is highly likely that IGETC will be grandfathered in for CalGETC (at least initially) which will not require resubmissions. The goal is to have the first wave of CalGETC grandfathered in from IGETC.

4.5. Chief Instructional Officer (CIO)/Designee of CIO: Dean Rundquist reported that there is a taskforce that has been created to elevate the Ethnic Studies program. The Chancellor's Office has provided a small grant to colleges to develop and work on their Ethnic Studies program. A TMC for Ethnic Studies is also being finalized statewide.

4.6. Academic Senate President: No report

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

5.1. PTA-32 and PTA-33 Clean-up (Clinical Courses for Physical Therapy Assistant Program)
1. Course type changed from "Laboratory" to "Work Experience"
2. Units changed to 5.5 units based upon new work experience units to hours calculations (264-297 hours)

Note: Changes were made on CORs and in COCI. Changes in META will be made once the page is redesigned based upon the new work experience calculations.

6. Curriculum Proposals (New Business):

CULINARY PACKAGE

The Chair shared the Culinary Program Presentation that highlights the program's accomplishments, labor market analysis, and DEIA inclusion. The Culinary Arts, Baking & Patisserie Programs take a cross-cultural and inclusive approach to the study of Culinary Arts - Baking & Patisserie from a worldview perspective. The faculty shared that the courses allow for the investigation of a broader view of practices that are not solely focused on classic French & Italian techniques. Class assignments demonstrate how instructors can create assignments with DEI principles in mind and how students can actively engage with topics that might reflect their own lived experiences and/or challenge their preconceived notions of interior design and client needs.

New Courses w/ DE:

CUL-438	American Regional Cuisine	Approval: 15/0/0	Distance Education Approval Hybrid Emergency Only: 15/0/0
CUL-447	Garde Manger: The Art & Craft of the Cold Kitchen	Approval: 15/0/0	Distance Education Approval Fully Online Emergency Only: 15/0/0

New Courses:

CUL-446	World Baking	Approval: 15/0/0	

Course Modifications w/ DE:

CUL-15	Sanitation, Safety, and Equipment Management	Approval: 15/0/0	Distance Education Approval Fully

			Online/Hybrid: 15/0/0
CUL-22	Restaurant and Catering Operations	Approval: 15/0/0	Distance Education Approval Hybrid (Always)/Fully Online Emergency Only: 15/0/0
CUL-442	Professional Cooking	Approval: 15/0/0	Distance Education Approval Fully Online Emergency Only: 15/0/0
CUL-444	World Cuisine	Approval: 15/0/0	Distance Education Approval Fully Online/Hybrid: 15/0/0

Course Modifications:

CUL-17	Principles of Food Preparation	Approval: 15/0/0
CUL-440	Introduction to Baking	Approval: 15/0/0
CUL-441	Advanced Professional Baking	Approval: 15/0/0
CUL-443	Artisan Breads	Approval: 15/0/0
CUL-445	Cake Decorating and Pastry Art	Approval: 15/0/0

Program Modifications:

Culinary Arts	AS	Approval: 15/0/0
Culinary Arts	Certificate of Achievement	Approval: 15/0/0
Professional Baking and Patisserie	AS	Approval: 15/0/0
Professional Baking and Patisserie	Certificate of Achievement	Approval: 15/0/0

FASHION DESIGN PACKAGE

The Chair shared the Fashion Design and Fashion Merchandising Program Presentation that highlights the program's accomplishments, labor market analysis, and DEIA inclusion. The department is commended for including ZTC on all of their courses and for incorporating sustainability/environmental concerns in CORS.

Course Modifications:

FASHD-42	Advanced Clothing Construction	Approval: 15/0/0	Distance Education Approval Fully Online/Hybrid: 15/0/0
FASHD-442	Industrial Sewing	Approval: 15/0/0	Distance Education Approval Fully Online/Hybrid: 15/0/0
FASHD-471	Advanced Patternmaking	Approval: 15/0/0	Distance Education Approval Fully Online/Hybrid: 15/0/0
FASHD-61	Pattern Drafting I	Approval: 15/0/0	Distance Education Approval Fully Online/Hybrid: 15/0/0
FASHD-72	Fashion Draping	Approval: 15/0/0	Distance Education Approval Fully Online/Hybrid: 15/0/0

Course Modifications w/ DE:

FASHD-20	History of Fashion	Approval: 15/0/0	Distance Education Approval Fully Online/Hybrid: 15/0/0
FASHD-28	Computer-Aided Design for Fashion	Approval: 15/0/0	Distance Education Approval Fully Online/Hybrid: 15/0/0
FASHD-40	Beginning Clothing Construction	Approval: 15/0/0	Distance Education Approval Hybrid (Always)/Fully Online Emergency Only: 15/0/0
FASHD-445	Fitting and Alterations of Patterns and Apparel	Approval: 15/0/0	Distance Education Approval Hybrid (Always)/Fully Online Emergency Only: 15/0/0
FASHD-45	Design Fundamentals for Fashion	Approval: 15/0/0	Distance Education Approval Fully Online/Hybrid: 15/0/0
FASHD-470	Apparel Production	Approval: 15/0/0	Distance Education Approval Fully Online/Hybrid: 15/0/0
FASHD-472	Computer-Aided Patternmaking	Approval: 15/0/0	Distance Education Approval Fully Online/Hybrid: 15/0/0
FASHD-65	Fashion Illustration	Approval: 15/0/0	Distance Education Approval Fully Online/Hybrid: 15/0/0
FASHD-89	Design Collection	Approval: 15/0/0	Distance Education Approval Hybrid Emergency Conditions Only: 15/0/0

Program Modifications:

Custom Dressmaking	Certificate of Achievement	Approval: 15/0/0
Fashion Design	AS	Approval: 15/0/0
Fashion Design	Certificate of Achievement	Approval: 15/0/0
Industrial Sewing	Certificate of Career Preparation	Approval: 15/0/0
Patternmaking for Apparel	Certificate of Achievement	Approval: 15/0/0

FASHION MERHCANDISING PACKAGE

Course Modifications w/ DE:

FASHM-10	Introduction to the Fashion Industry	Approval: 15/0/0	Distance Education Approval Fully Online/Hybrid: 15/0/0
FASHM-11	Fashion Retail Merchandising and Management	Approval: 15/0/0	Distance Education Approval Fully Online/Hybrid: 15/0/0
FASHM-12	Visual Merchandising	Approval: 15/0/0	Distance Education Approval Fully Online/Hybrid: 15/0/0
FASHM-20	Fashion Promotion	Approval:	Distance Education

		15/0/0	Approval Fully Online/Hybrid: 15/0/0
FASHM-21	Retail Buying	Approval: 15/0/0	Distance Education Approval Fully Online/Hybrid: 15/0/0
FASHM-60	Textiles	Approval: 15/0/0	Distance Education Approval Fully Online/Hybrid: 15/0/0
FASHM-89	Retail Collection	Approval: 15/0/0	Distance Education Approval Fully Online/Hybrid: 15/0/0

Program Modifications:

Fashion Merchandising	AS	Approval: 15/0/0
Fashion Merchandising	Certificate of Achievement	Approval: 15/0/0

GUIDANCE PACKAGE

The Articulation Officer who is also Guidance Faculty responded to the Committee's questions regarding these courses. One question was whether discussing achievement gaps as a content item would be beneficial to students. She shared that they do cover structural, systemic, personal, and emotional educational barriers. They also define the various forms of success for students and how success can be achieved in many different ways. The Chair commended the AO for changing the term "probation" to "academic standing" in GUID-507.

Another question was asked as to whether Guidance students are required to take Success Center hours. GUID-507 used to have a Success Center requirement. The other guidance courses did not. Students are encouraged to use the Success Centers, especially for workshops. Christina Holdiness shared that not having these supplemental hours on the CORs impacts funding for the Success Center. If Success Center attendance is a component of any course in any discipline, it is recommended that this is inputted in the COR to help with that funding.

Course Modifications w/ DE:

GUID-2	Essentials of Student Success	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
GUID-3	Career Exploration and Life Planning	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
GUID-507	Opening Doors to Student Effectiveness	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0

Course Deactivations:

GUID-1A	Principles and Practices of Student Leadership	Approval: 14/0/0
GUID-6	Successful College Transition	Approval: 14/0/0

7. Curriculum Proposals (Old Business):

<mark>**BROADCASTING and CINEMA PACKAGE**</mark>

The Chair shared the [Broadcasting and Cinema Program Presentation](#) that highlights the program's accomplishments, labor market analysis, and DEIA inclusion. The department is commended for incorporating DEIA assignments all throughout their CORs and for updating their curriculum to include the use of A.I. in their field and discipline.

Course Modifications w/ DE:

BRDCAST-3	Introduction to Electronic Media	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
BRDCAST-55	Beginning Audio Production	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
BRDCAST-60	Beginning Single Camera Production	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
BRDCAST-62	Beginning TV Studio Production	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
BRDCAST-67	Beginning Radio Production	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
BRDCAST-70	Postproduction for Broadcasting & Cinema	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
BRDCAST-74	High Definition Cinematography	Approval: 14/0/0	Distance Education Approval Hybrid: 14/0/0
CINEMA-20	Screenwriting - Cinema	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
CINEMA-22	Introduction to Media Writing	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
CINEMA-25	Survey of World Cinemas	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
CINEMA-26	Survey of American Cinema	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
CINEMA-30	Beginning Motion Picture Production	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
CINEMA-80	Producing for Broadcast and Cinema	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
CINEMA-96	Internships in Cinema, Television, or Radio	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0

Program Modifications:

Broadcasting and Cinema	AS	Approval: 14/0/0

Film, Television and Electronic Media for Transfer	AS-T	Approval: 14/0/0
Motion Picture Production	Certificate of Achievement	Approval: 14/0/0
On-Air Radio Production	Certificate of Achievement	Approval: 14/0/0
Post Production Editing	Certificate of Achievement	Approval: 14/0/0
Screenwriting	Certificate of Achievement	Approval: 14/0/0
Television and Video Production	Certificate of Achievement	Approval: 14/0/0

PHOTOGRAPHY PACKAGE

Photography Program Presentation

The Chair shared that the Photography department applied the suggestions made by committee to their CORs. The committee's questions regarding the degrees and certificates will be taken to the department's next advisory committee meeting in January.

Course Modifications:

PHOTO-10	Beginning Darkroom Photography	Approval: 14/0/0

Course Modifications w/ DE:

PHOTO-1	History of Photography	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
PHOTO-11	Intermediate Photography	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
PHOTO-12	Studio Lighting	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
PHOTO-13	Fine Art Photography	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
PHOTO-20	Photography for Media	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
PHOTO-429	Event Photography	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
PHOTO-430	Fine Art Photography Portfolio	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
PHOTO-436	Studio Lighting Portfolio	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
PHOTO-438	Photography for Media Portfolio	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
PHOTO-439	Event Photography Portfolio	Approval:	Distance Education

		14/0/0	Approval Fully Online/Hybrid: 14/0/0
PHOTO-450	Color Photography Portfolio	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
PHOTO-50	Introduction to Color Photography	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
PHOTO-7	Beginning Digital Photography	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0
PHOTO-9	Beginning Photoshop and Digital Imaging	Approval: 14/0/0	Distance Education Approval Fully Online/Hybrid: 14/0/0

Program Modifications:

Commercial Photography	Certificate of Achievement	Approval: 14/0/0
Photography	AA	Approval: 14/0/0

8. **Discussion/Information/Action Items:**

   8.1. **Review of Objectives and Bloom's Taxonomy:** Tabled.

9. **Next Agenda Forecast:**

   9.1. November 1, 2023: Humanities and Supervised Tutoring

   9.2. Development of Mid-Cycle Review Guidance for Faculty:
   1. Tips for department discussion for degree and certificate updates
      - Decision tree for updates: What is the focus?
   2. What is the purview of the Curriculum Committee?
      - Guidance given to faculty mirror curriculum review

   9.3. November 15, 2023: Possibly Art, Graphic Design, Music, and Theatre.

10. **Floor Items:** (Reserved to raise concerns and/or future items to discuss within the Curriculum Committee Scope. Committee members may also use floor items to share committee work and departmental/institutional updates as it relates to the Committee's work. Concerns and/or items to discuss may appear on a future agenda): None.

11. **Adjournment:** The meeting was adjourned at 2:53p.m.

Name	ATTENDANCE	M: Approval of Summary Notes 9/20/2023 1st: Christina Holdiness 2nd: Joann Eisberg	M: Approval of Consent Agenda 1st: Joann Eisberg 2nd: Christina Holdiness	M: Approval of Culinary Arts Package 1st: Christina Holdiness 2nd: Joann Eisberg	M: Approval of Fashion Design and Merchandising Package 1st: Christina Holdiness 2nd: Joann Eisberg	M: Approval of Guidance Package 1st: Christina Holdiness 2nd: Joann Eisberg	M: Approval of Broadcasting and Cinema Package 1st: Julie Law 2nd: Christina Holdiness	M: Approval of Photography Package 1st: Christina Holdiness 2nd: Joann Eisberg	M: Table Discussion item 8.1 1st: Julie Law 2nd: Christina Holdiness
Adeel Rizvi	X	X	X	X	X	X	X	X	X
Candice Hines-Tinsley									
Carol Hutte	X	X	X	X	X	X	X	X	X
Christina Holdiness	X	X	X	X	X	X	X	X	X
Elaine Martinez	X		X	X	X	X	X	X	X
Garrett Kenehan	X	X	X	X	X	X	X	X	X
Grace Wong	X				X	X	X	X	X
Jennika Celo	X	X	X	X	X	X	X	X	X
Joan Godinez	X	X	X	X	X	X	X	X	X
Joann Eisberg	X	X	X	X	X	X	X	X	X
Julie Law	X	X	X	X	X	X	X	X	X
Marlene Soto									
Maryline Chemama	X	X	X	X	X	X	X	X	X
Michael Wangler									
Nicole Farrand	X			X	X	X	X	X	X
Paula Snyder	X	X	X	X					
Rob Rundquist (as CIO Designee)	X	X	X	X	X				
Ryan Sipma	X	X	X	X	X	X	X	X	X
Stephen Calebotta	X	X	X	X	X	X	X	X	X
Tracy Kocher									
TOTAL COUNTS	16	13	14	15	15	14	14	14	14

Quorum= 20/2=10+1=11 (as of 8/24/23)

Non-Voting	
Angela Burk-Herrick	X
Xochitl Sanchez	X
Jonathan Polidano	X
Laura Picklesimer	X
Nicole DeRose	X
Shireen Awad	X