CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
SUMMARY NOTES
September 6, 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)

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

Laura Picklesimer, SLO Facilitator

Michael Wangler, Science, Technology, Engineering, and Mathematics

Nicole DeRose, Academic Senate President

Nicole Farrand, Arts, Communication, and Design (elected as Visual and Performing Arts representative)

Rob Rundquist, Dean Institutional Effectiveness/CIO Designee

Shireen Awad, Curriculum Specialist

Stephen Calebotta, Arts, Communication, and Design (elected as Language Arts representative)

Tracy Kocher, Business, Technology, and Hospitality, (elected as Business and Applied Technology representative)

Members Absent:

Candice Hines-Tinsley, Health and Wellness (elected as Kinesiology, Nutrition and Athletics representative)

Elaine Martinez, Health and Wellness (elected as Kinesiology, Nutrition and Athletics representative)

Julie Law, Articulation Officer

Marlene Soto, Health and Wellness, (elected as Health Sciences representative)

Maryline Chemama, Science, Technology, Engineering, and Mathematics (elected as Mathematics and Science representative)

Paula Snyder, Public Service, Culture, and Society (elected as Social and Behavioral Sciences representative)

Ryan Sipma, Catalog/Schedule Coordinator

Guests:

Kathleen Galipeau, Interior Design

Sharon Alton, English

Xochitl Sanchez, Student

1. **Call to Order/Roll Call:** The meeting was called to order at 1:38p.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 August 23, 2023 Expanded Summary Notes:** The summary notes were approved 12/0/1.

4. **Curriculum Office Reports**

   4.1. **Curriculum Chair:** No report.

   4.2. **Curriculum Specialist:** The Specialist shared that the new quorum number is 11.

   4.3. **Catalog and Schedule Coordinator:** No report.

4.4. Articulation Officer (AO): No report.

4.5. Chief Instructional Officer (CIO)/Designee of CIO: No report.

4.6. Academic Senate President: No report.

5. **Consent Agenda:** None

6. **Curriculum Proposals:**

ACCOUNTING AND ACCOUNTING FINANCIAL SERVICES PACKAGE

The Chair shared the Accounting Program Presentation that highlights the program's accomplishments, career opportunities, inclusion of DEIA, and general data. The Chair and committee commended the faculty on all of their DEIA work, including assignments on career exploration, racial inequality in the mortgage industry, income inequality and career exploration where relevant. The Accounting department incorporated DEIA into their courses in a variety of ways, including the implementation of strategies to provide an inclusive environment in which students develop the critical thinking skills necessary to be successful in college and the workforce.

Course Modifications w/ DE:

ACCTG-1A	Financial Accounting	Approval: 13/0/0	Distance Education Approval Fully Online/Hybrid: 13/0/0
ACCTG-1B	Managerial Accounting	Approval: 13/0/0	Distance Education Approval Fully Online/Hybrid: 13/0/0
ACCTG-430	Accounting for Governmental and Not-for-Profit Organizations	Approval: 13/0/0	Distance Education Approval Fully Online/Hybrid: 13/0/0
ACCTG-435	Payroll Accounting	Approval: 13/0/0	Distance Education Approval Fully Online/Hybrid: 13/0/0
ACCTG-460	Commercial Accounting Software	Approval: 13/0/0	Distance Education Approval Fully Online/Hybrid: 13/0/0
ACCTG-485	Bookkeeping	Approval: 13/0/0	Distance Education Approval Fully Online/Hybrid: 13/0/0
ACCTG-70	Cost Accounting	Approval: 13/0/0	Distance Education Approval Fully Online/Hybrid: 13/0/0
ACCTGFS-30	Personal Finance	Approval: 13/0/0	Distance Education Approval Fully Online/Hybrid: 13/0/0
ACCTGFS-442	Fundamentals of Finance and Investing	Approval: 13/0/0	Distance Education Approval Fully Online/Hybrid: 13/0/0
ACCTGFS-465	Financial Accounting for the Non-Accounting Major	Approval: 13/0/0	Distance Education Approval Fully Online/Hybrid: 13/0/0

Program Modifications:

Accounting	AS	Approval: 13/0/0
Accounting	Certificate of Achievement	Approval: 13/0/0

Accounting for Government and Not-For-Profit Organizations	Certificate of Achievement	Approval: 13/0/0
Bookkeeping	Certificate of Achievement	Approval: 13/0/0
Payroll and Income Tax Preparer	Certificate of Achievement	Approval: 13/0/0

INTERIOR DESIGN PACKAGE

The Chair shared the Interior Design Program Presentation that highlights the program's accomplishments, career opportunities, inclusion of DEIA, and general data. The Committee commended the faculty on their commitment to DEIA and sustainability which is clear throughout the COR of each course, especially updates to Objectives, CLOs, and Class Assignments.

Course Modifications w/ DE:

ID-10	Introduction to Interior Design	Approval: 13/0/0	Distance Education Approval Fully Online/Hybrid: 13/0/0
ID-11	History of Architecture and Interiors I	Approval: 13/0/0	Distance Education Approval Fully Online/Hybrid: 13/0/0
ID-12	History of Architecture and Interiors II	Approval: 13/0/0	Distance Education Approval Fully Online/Hybrid: 13/0/0
ID-14	Fundamentals of Design for Interiors	Approval: 13/0/0	Distance Education Approval Fully Online/Hybrid: 13/0/0
ID-15	Architectural Drafting for Interior Designers	Approval: 13/0/0	Distance Education Approval Fully Online/Hybrid: 13/0/0
ID-16	Quick Sketching for Interior Designers	Approval: 13/0/0	Distance Education Approval Fully Online/Hybrid: 13/0/0
ID-17	Lighting for Architecture and Interior Design	Approval: 13/0/0	Distance Education Approval Fully Online/Hybrid: 13/0/0
ID-21	Space Planning	Approval: 13/0/0	Distance Education Approval Fully Online/Hybrid: 13/0/0
ID-22	Interior Design Materials	Approval: 13/0/0	Distance Education Approval Fully Online/Hybrid: 13/0/0
ID-27	Computer Drafting & Design for Interiors	Approval: 13/0/0	Distance Education Approval Fully Online/Hybrid: 13/0/0
ID-30	Interior Design Studio	Approval: 13/0/0	Distance Education Approval Fully Online/Hybrid: 13/0/0
ID-426	Professional Practice for Interior Designers	Approval: 13/0/0	Distance Education Approval Fully Online/Hybrid: 13/0/0
ID-45	Codes and Building Systems	Approval: 13/0/0	Distance Education Approval Fully Online/Hybrid: 13/0/0
ID-482ABCD	Internships in Interior Design	Approval:	Distance Education

		13/0/0	Approval Fully Online/Hybrid: 13/0/0

Program Modifications:

Interior Design	AS	Approval: 13/0/0
Interior Design	Certificate of Achievement	Approval: 13/0/0
Interior Design Visual Communication	Certificate of Achievement	Approval: 13/0/0

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

   7.1. **By-Laws 2nd Reading:** The Chair shared the second round of revisions to the By-Laws including the revisions discussed during the first reading. The main revision for the second reading is the removal of the consulting membership as a formal representation. Instead, a statement was added to reflect the value of partnership and consultation with the various areas on campus as needed. The By-Laws were approved 12/0/0.

   7.2. **Curriculum Handbook Updates:** The Chair shared the updates made to the Curriculum Handbook, which is a live document to best support faculty. Links and curricular language were updated as needed. Based upon a committee member's suggestion, the Curriculum Office added a detailed description and diagram on the alignment between course learning outcomes, course objectives, content, and the description.

   7.3. **DEIA or IDEAA:** At the last curriculum meeting, the committee briefly discussed the acronym DEIA when doing the first reading of the By-Laws. In this meeting, the committee read the linked article and discussed keeping the current DEIA (Diversity, Equity, Inclusion, and Accessibility) acronym, or changing the acronym to IDEAA (Inclusion, Diversity, Equity, Accessibility, and Anti-racism). The committee feels they have been working on accessibility in curriculum, and have done some anti-racism work, but do not wish to change the acronym to IDEAA. The committee feels changing the acronym at this time would be premature and performative. While faculty and the committee have completed transformational work in DEIA, the committee feels the institution not only needs to adopt IDEAA but to ensure IDEAA is truly at its core. In addition, there needs to be a shared definition of IDEAA and related equity terminology across the college. The committee commends the faculty for incorporating DEIA into their CORs and believe this is a start to systemic change.

   7.4. **New Work Experience Regulations:** The Curriculum Office shared the memo from the Chancellor's Office on the new work experience regulations as an informational item for the committee.

8. **Next Agenda Forecast:** Possibly Art History, Broadcast and Cinema, and Photography.

   8.1. Note: The October 4, 2023 meeting will be cancelled.

9. **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).

   9.1. A request for committee discussion on reviewing objectives with multiple verbs using Blooms' Taxonomy as a guide.

10. **Adjournment:** The meeting was adjourned at 2:48p.m.

Name	ATTENDANCE	M: Approval of Summary Notes 8/23/2023 1st: Joann Eisberg 2nd: Christina Holdiness	M: Approval of Accounting/ACCGTFS Package 1st: Christina Holdiness 2nd: Joann Eisberg	M: Approval of Interior Design Package 1st: Christina Holdiness 2nd: Tracy Kocher	M: Approval of By-Laws 1st: Joann Eisberg 2nd: Tracy Kocher
Adeel Rizvi	X	X	X	X	X
Candice Hines-Tinsley					
Carol Hutte	X	X	X	X	X
Christina Holdiness	X	X	X	X	X
Elaine Martinez					
Garrett Kenehan	X	X	X	X	
Grace Wong	X	X	X	X	X
Jennika Celo	X	X	X	X	X
Joan Godinez	X	X	X	X	X
Joann Eisberg	X	X	X	X	X
Julie Law					
Marlene Soto					
Maryline Chemama					
Michael Wangler	X	X	X	X	X
Nicole Farrand	X	X	X	X	X
Paula Snyder					
Rob Rundquist (as CIO Designee)	X	X	X	X	X
Ryan Sipma					
Stephen Calebotta	X	X	X	X	X
Tracy Kocher	X	A	X	X	X
TOTAL COUNTS	13	13	13	13	12

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

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