

**CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
RANCHO CAMPUS BEB BUILDING, CONFERENCE ROOM 204
FONTANA CAMPUS, FNAC 100
CHINO CAMPUS, CHMB 143
SUMMARY NOTES
November 9, 2016
1:30pm-3:00pm**

Members Present:

Andrew Schnurr, Visual & Performing Arts
Angela Burk-Herrick, Mathematics & Science
Ardon Alger, Faculty Senate President
Charmaine Phipps, Language Arts
Cherlou Opulencia, Counseling
Daniel Jacobo, Visual & Performing Arts
David Schlanger, Catalog/Schedule Coordinator
Elaine Martinez, Kinesiology, Nutrition, & Athletics
Erik Sanchez, Student
Jason Chevalier, Dean, Visual & Performing Arts
Linda Marcotte, Social & Behavioral Sciences

Lucy Serrano, Counseling
Marie Boyd, Curriculum Chair
Marlene Soto, Health Sciences
Meridith Randall, Associate Superintendent of Instruction
and Institutional Effectiveness
Sean Stratton, Articulation Officer
Sharon Awad, Administrative Assistant II, Curriculum
Shelley Marcus, Library Learning Resources
Stephen Calebotta, Language Arts
Tom Vitzelio, Instructional Support

Members Absent:

Annette Henry, Kinesiology, Nutrition, & Athletics
Julie Song, Social & Behavioral Sciences
Kathy Lucero, Admissions and Records
Michael Escobosa, Health Sciences

Patricia Bopko, Financial Aid
Rob Kopp, Mathematics & Science
Tracy Kocher, Business & Applied Technology
Wanda Baker, Business & Applied Technology

Guests:

Leta Ming, Visual and Performing Arts
Misty Burrue, Visual and Performing Arts
Sheila Malone, Visual and Performing Arts

1. **Call To Order/New Committee Members:** The meeting was called to 1:40p.m. The Curriculum Chair introduced Erik Sanchez, the new student representative for the Curriculum Committee.
2. **Review and Approval of October 12, 2016 Expanded Summary Notes:** The summary notes were approved 17/0/0.
3. **Discussion Items:**
 - 3.1. **Curriculum Website:** The Chair presented the new Curriculum website (<http://www.chaffey.edu/curriculum/>) that was created by the Administrative Assistant for Curriculum and the Graphics Department.
 - 3.2. **Technical Review Four Week Process:** The Chair shared that the Technical Review Process will now have a four-week review deadline to expedite the local approval process. All proposals will be moved forward the day after the deadline.
 - 3.3. **Curriculum Office Review of Two and Six-Year Updates:** The Curriculum Office will now be responsible for sending departmental reminders for courses and programs to be reviewed: CTE courses and programs every two years and non-CTE courses and programs every six years.
 - 3.4. **CPC Curriculum Planning Report:** The Chair shared a handout on the latest information on C-IDs. Many CTE courses are now going through C-ID approvals to ensure there are course agreements between Community Colleges. There are new C-IDs for Real Estate and she encouraged the Business and Applied Technology Curriculum Representatives to share this with their team. The Articulation Officer (AO) shared that there will be an workgroup for a Digital Media CTE degree on November 18 and encouraged Art Faculty to receive more information on <https://c-id.net/>.

3.5. Distance Education Continued: The Chair presented the new draft for DE Addendum modeled from Shasta College which incorporates questions on regular effective practices for student and instructor contact. The Chair asked all faculty who currently have a DE proposal in Curricunet to complete the draft, upload it to their current proposal in the rationale section, and provide feedback on the addenda. If the feedback is positive, the Chair will send the addenda to Curricunet to serve as the new DE addendum for all future DE proposals.

4. University Studies: The Chair shared the history of the University Studies degrees and how there is a mandatory need for revision to these degrees’ due to their incompliance with Title 5 regulations. New replacement drafts have been made that are in compliance with the law in that the courses in the new draft all relate to the first two digits of the same TOP Code. Counselor, Cherlou Ofulencia, expanded on the history and shared how the ADTs are the optimal options for students who plan to transfer, but the University Studies degrees remain an option for all students as many students use these degrees for several reasons such as transferring to a private university. The new degrees have been designed with the cooperation of the Counselors and the Chair due to the past decision that the Curriculum Committee would be responsible for these degrees. The Chair reiterated the importance of honoring the decision made by the committee to deactivate the current University Studies degrees due to their evident incompliances. The Chair shared that she spoke heavily with certain deans and faculty about the revision and designs of these new drafts. The Committee is responsible for reviewing, discussing, and approving the drafts. These degrees are now in the review period. This means counselors and discipline faculty are to review these degrees together before the degrees are formally discussed in a meeting and even considered for approval. Guest and Faculty member, Misty Burrue, shared her concerns that the degrees should have been developed and launched under appropriate discipline faculty. Angela Burk-Herrick shared a similar concern that she had discussed a Math and Science Degree that follows the University Studies model with faculty from the School of Math and Science, all of whom felt such a degree would not be appropriate, yet a degree was made without the input of any math or science discipline faculty. Faculty Senate President, Ardon Alger, defined these degrees to be about breadth and not depth. Angela also mentioned that the titles of these degrees are misleading to students and future employers about the depth of the knowledge they are receiving. She challenged the true function of these degrees as they may misrepresent a specialty in these fields. Counselor, Lucy Serrano, clarified that these degrees support the individual needs of students that may no longer have a goal of transfer, but want to have a completed degree for employment purposes. The Chair invited faculty to come together to craft a degree that serves the purpose of the Counselors and Disciplines without infringing on the ADTs. Tom Vitzelio reiterated his viewpoint that these degrees should have never been under the purview of the Curriculum Committee because there needs to be discipline faculty ownership of these degrees for many reasons, one being Program and Services Review (PSR). David Schlanger reiterated the University Studies discussion from last year as to why these degrees need to be deactivated. He quoted Title 5 language that defines an Associate Degree to have “sufficient depth”, which is contrary to the aforementioned idea that degrees can be based on breadth instead of depth. The current University Studies degrees and new degree drafts support breadth and not depth as outlined as necessity for a degree in Title 5. After further discussion ensued, Dr. Randall shared Mt. San Antonio College’s (Mt. SAC) degrees that are an AA in Liberal Arts and Sciences with different emphases. Angela shared she would be more comfortable with a similar degree being created for Chaffey students as the titles of Mt. SAC’s degrees are not misleading and inform students that the degrees are centered around breadth only. David Schlanger shared another past discussion centered around Title 5 language that there are two types of Associate Degrees: Major-based or Area of Emphasis. He stated that Title 5 defines a major to be 18 or more units under one TOP Code. He also stated that Area of Emphasis is defined as “lower divisions coursework which prepare students for a field of a study or specific major at the UC or CSUs.” Dr. Randall clarified that new PCAH now has three options for a degree: Transfer, Local (i.e. Interdisciplinary), or CTE and our new degrees must be centered around these three options. The discussion ended with the question of “Who is responsible for these degrees and the health of these programs in general?” Dr. Randall will confirm with Mt. SAC who is in ownership of their degrees and Program Review and share this with the committee at the next meeting.

5. Regional Consortium Approvals

5.1. EMT and the Fire Technology, Fire Inspector Certificates were approved for 2nd and final reading.

6. Board Report

Curriculum 2016-2017

New Courses

	Discipline	Course ID	TOP Code	Title	Units
1.	Fire Technology	FIRETEC-11	2133.00	Legal Aspects of Emergency Services	3

Courses – Modifications

	Discipline	Course ID	TOP Code	Title	Units
1.	Biology	BIOL-30	0401.00	Beginning Medical Terminology	3
2.	Hospitality Management	HOTFS-482	1307.00	Industry Internship: Hospitality Management	1
3.	Interior Design	ID-25	1302.00	Interior Design Movement	2
4.	Interior Design	ID-30	1302.00	Advanced Studio Design	3.5
5.	Nursing: Vocational Nursing	NURVN-417A	1230.20	Critical Thinking and the Nursing Process I	1

Programs of Study – Modifications

	Program of Study	AA/AS/C	TOP Code	Title	Units
1.	Political Economics	AA	2204.00	Political Economics	19
2.	Professional Office Management	AS	0514.40	Professional Office Management	33

7. Curriculum Inventory

7.1. Submittals Awaiting Approvals

Course-Modifications:

ART-484
 ID-22
 IET-411
 NURAST-420L
 THEATRE-32

Programs-Modifications:

Culinary Arts
 Microsoft Office Certificate of Achievement
 Professional Administrative Assistant A.S. Degree
 Professional Administrative Assistant Certificate of Achievement
 Professional Office Management Certificate of Achievement

7.2. Recent Approvals

Course Modifications:

ART-482	ID-16
ART-478	ID-17
BIOL-1	ID-21
BIOL-10	NURADN-14L
BIOL-12	NURADN-27L
BIOL-14	NURVN-403L
HOTFS-17	PHARMT-431
HOTFS-21	PHARMT-421
HOTFS-428	

8. Miscellaneous

8.1. Handout: C-ID Update

8.2. CCCCCO Annual Credit Course Certification: **Tabled**

9. Consent Agenda

9.1. HOTFS-17: Content and Course Objectives Edited.

9.2. Programming Foundations: Removed second “positions” in the description, per the coordinator’s request.

10. Old Business

Course Modifications: 2nd Reading

BUSOT-60B	Microsoft Office Word	Advisory Glitch addressed.	Approval: 15/0/0
NURAST-400	Nursing Assistant	No changes requested.	Approval: 15/0/0
NURAST-400L	Nursing Assistant Laboratory	No changes requested.	Approval: 15/0/0

New Courses: 2nd Reading

FIRETEC-12	Occupational Safety and Health for Emergency Services	Advisory Glitch addressed.	Approval: 15/0/0
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11. New Business

New Courses: First Reading

PHIL-74	Seminar in Philosophy in Feminism	Approval: 15/0/0
RADTEC-51	Radiographic Clinical Education III	Approval: 15/0/0
RADTEC-82	Radiographic Clinical Education VI	Approval: 15/0/0

New Courses: First Reading and Second Reading

IM-400	Intro to Construction Safety	Approval: 15/0/0
IM-401	Basic Communication and Employability Skills, and Core Testing	Approval: 15/0/0
IM-402	Fundamentals of Industrial Maintenance, Oxyfuel, and Craft Skills	Approval: 15/0/0
IM-403	Trade Math and Drawings, Material Handling, and Mobile Equipment	Approval: 15/0/0
SOC-30	Introduction to LGBTQ Studies	Approval: 15/0/0
SOC-33	Introduction to Social Justice Studies	Approval: 15/0/0

Course Modifications: First Reading and Second Reading

ART-407	History of Design	Approval: 15/0/0
CJ-1	Introduction to the Criminal Justice System	Approval: 15/0/0
CJ-2	Concepts of Criminal Law	Approval: 15/0/0
CJ-3	Criminal Court Process	Approval: 15/0/0
CJ-4	Community and the Justice System	Approval: 15/0/0
CJ-5	Legal Aspects of Evidence	Approval: 15/0/0
CJ-6	Juvenile Procedures	Approval: 15/0/0
CJ-7	Criminal Investigation	Approval: 15/0/0
CJ-8	Criminology	Approval: 15/0/0
CJ-9	Crime Scene Management and Forensic Evidence	Approval: 15/0/0
CJ-10	Violence in America	Approval: 15/0/0
CJ-51	Introduction to Corrections	Approval: 15/0/0
CJ-52	Control and Supervision of Inmates	Approval: 15/0/0
CJ-53	Correctional Law	Approval: 15/0/0
CJ-54	Public Relations and Corrections	Approval: 15/0/0
CJ-55	Crime and Delinquency	Approval: 15/0/0
CJ-56	Correctional Interviewing and Counseling	Approval: 15/0/0
CJ-57	Probation and Parole	Approval: 15/0/0
CJ-58	Ethnic Group Relations	Approval: 15/0/0
CJ-408	Patrol Operations	Approval: 15/0/0
CJ-410	Narcotics and Vice Investigation	Approval: 15/0/0
CJ-412	Writing for Criminal Justice Professionals	Approval: 15/0/0
CJ-413	Police Supervision, Leadership and Management	Approval: 15/0/0
GERO-22	Dying and Death	Approval: 15/0/0

MATH-520	Pre-Algebra	Approval: 15/0/0
NURVN-415A	Growth/Development: Psychology Adult - Geriatric	Approval: 15/0/0
THEATRE-35	Musical Theatre Performance I	Approval: 15/0/0

Course Modifications: First Reading

MUSIC-5	Music Theory and Musicianship	Approval: 14/0/1
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Course Deactivations: First and Second Reading

GERO-422	Dementia Care: <i>The following program modifications have been launched to reflect this deactivation: Community Caregiver (CP), Gerontology (A.S.), and Gerontology (CA).</i>	Approval: 15/0/0
KINTM-12	Track and Field Team Activity, Men: <i>The program modification to the Physical Education AA was launched to reflect deactivation.</i>	Approval: 15/0/0
KINTM-13	Track and Field Team Activity, Women: <i>The program modification to the Physical Education AA was launched to reflect deactivation.</i>	Approval: 15/0/0
KINTM-52	Intercollegiate Track and Field Team, Men: <i>The program modification to the Physical Education AA was launched to reflect deactivation.</i>	Approval: 15/0/0
KINTM-53	Intercollegiate Track and Field Team, Women: <i>The program modification to the Physical Education AA was launched to reflect deactivation.</i>	Approval: 15/0/0
KINTM-68	Track/Field Strength and Conditioning for Athletes: <i>The program modification to the Physical Education AA was launched to reflect deactivation.</i>	Approval: 15/0/0

Course Reactivations:

NURADN-96A	Cooperative Education: Nursing A.D.N.	Approval: Tabled
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Courses: Distance Education

ESC-1	Earth Science	Approval: Tabled
COMSTD-6	Fundamentals of Small Group Communication	Approval: Tabled

New Programs: Final Reading

Business Information Worker Stage One	Certificate of Achievement	Approval: 14/0/0
Leadership in Criminal Justice	Certificate of Achievement	Approval: 14/0/0
Programming Foundations	Certificate of Career Preparation: <i>Coordinator requested change to description which was administratively made.</i>	Approval: 14/0/0

Program Modifications: Final Reading

Associate in Arts in Geography	A.A.-T	Approval: 14/0/0
Associates in Computer Science	A.S.-T	Approval: 14/0/0
California State University – General Education	Certificate of Achievement: <i>Please see committee member's comments on "Check Status" page.</i>	Approval: Tabled
Correctional Science	A.S.	Approval: Tabled
Correctional Science	Certificate of Achievement	Approval: Tabled
Criminal Justice	Certificate of Achievement	Approval: Tabled
Custom Dressmaking	Certificate of Achievement	Approval: Tabled
Emergency Medical Provider	Certificate of Achievement	Approval: Tabled

Fashion Design	Certificate of Achievement	Approval: Tabled
Fire Technology: Professional Firefighter	A.S.	Approval: Tabled
Fire Technology: Professional Firefighter	Certificate of Achievement	Approval: Tabled
Geology	A.S.-T	Approval: Tabled
Industrial Sewing	Certificate of Career Preparation	Approval: Tabled
Interior Design	A.S. Degree	Approval: Tabled
Intersegmental General Education Transfer Curriculum	Certificate of Achievement	Approval: Tabled
Nursing: ADN	A.S.	Approval: Tabled
Nursing Assistant	Certificate of Career Preparation	Approval: Tabled
Nursing VN to RN	A.S.	Approval: Tabled
Nursing VN to RN: Non-Degree Option	Certificate of Achievement	Approval: Tabled

12. Adjournment: The meeting was adjourned at 3:05p.m.

Attendance and Vote Count-11/09/2016

Name	In attendance	Meeting Minutes	BUSOT-608 2 ND READING	NURAST-400 2 ND READING	NURAST-400L 2 ND READING	FIRETEC-12 2 ND READUBG	PHIL-74 1 ST READING	RADTECH-51 1 ST READING	RADTECH-82 1 ST READING	IM 400 1 ST AND 2 ND READING	IM-401 1 ST AND 2 ND READING	IM-402 1 ST AND 2 ND READING	IM-403 1 ST AND 2 ND READING	SOC-30 1 ST AND 2 ND READING	SOC-33 1 ST AND 2 ND READING	ART-407 1 ST AND 2 ND READING	CJ-1 1 ST AND 2 ND READING	CJ-2 1 ST AND 2 ND READING	CJ-3 1 ST AND 2 ND READING
Andrew Schnurr	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Angela Burk-Herrick	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Annette Henry																			
Ardon Alger	X	X	X	X	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	X	X
Cherlou Opulencia	X	X	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	X	X	X
David Schlanger	X	X	X	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	X	X
Jason Chevalier	X																		
Julie Song																			
Linda Marcotte	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Kathy Lucero																			
Lucy Serrano	X	X	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	X	X
Meridith Randall	X																		
Michael Escobosa (Via Teleconference -CHMB 143)																			
Patricia Bopko																			
Rob Kopp																			
Sean Stratton	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Shelly Marcus (Via Teleconference -FNAC 100)	X	X	X	X	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	X	X
Tom Vitzelio	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Tracy Kocher																			
Wanda Baker																			
Total Counts	17	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15

Non-Voting	
Erik Sanchez	X
Marie Boyd	X
Sharon Awad	X

Guests	
Leta Ming	
Misty Burrell	
Sheila Malone	

Attendance and Vote Count-11/09/2016

Name	CJ-412 1 ST AND 2 ND READING	CJ-413 1 ST AND 2 ND READING	GERO-22 1 ST AND 2 ND READING	MATH-520 1 ST AND 2 ND READING	NURVN-415A 1 ST AND 2 ND READING	THEATRE-35 1 ST AND 2 ND READING	MUSIC-5 1 ST READING	GERO-422 1 ST AND 2 ND READING	KINTM-12 1 ST AND 2 ND READING	KINTM-13 1 ST AND 2 ND READING	KINTM-52 1 ST AND 2 ND READING	KINTM-53 1 ST AND 2 ND READING	KINTM-68 1 ST AND 2 ND READING	BUSINESS INFORMATION WORKER STAGE	LEADERSHIP IN CRIMINAL JUSTIC	PROGRAMMING FOUNDATIONS FINAL	GEOGRAPHY ADT FINAL RDG	COMPUTER SCIENCE ADT FINAL RDG
Andrew Schnurr	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Angela Burk-Herrick	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Annette Henry																		
Ardon Alger	X	X	X	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	X
Cherlou Opulencia	X	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	X	X
David Schlanger	X	X	X	X	X	X	A	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	X
Jason Chevalier																		
Julie Song																		
Linda Marcotte	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Kathy Lucero																		
Lucy Serrano	X	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	X
Meridith Randall																		
Michael Escobosa (Via Teleconference -CHMB 143)																		
Patricia Bopko																		
Rob Kopp																		
Sean Stratton	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Shelly Marcus (Via Teleconference -FNAC 100)	X	X	X	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	X
Tom Vitzelio	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Tracy Kocher																		
Wanda Baker																		
Total Counts	15	15	15	15	15	15	15	15	15	15	15	15	15	14	14	14	14	14