

**CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
RANCHO CAMPUS BEB BUILDING, CONFERENCE ROOM 204
FONTANA CAMPUS, FNAC 100
CHINO CAMPUS, CHMB 143**

Teleconference x6759

SUMMARY NOTES

April 17, 2019

1:30pm-3:00pm

Members Present:

Annette Henry, Kinesiology, Nutrition, & Athletics
Charmaine Phipps, Language Arts
Daniel Jacobo, Visual and Performing Arts
Elaine Martinez, Kinesiology, Nutrition, & Athletics
Helen Leung, Counseling
John Machado, Visual & Performing Arts
Laura Hope, Interim, Associate Superintendent of Instruction and Institutional Effectiveness
Linda Marcotte, Social & Behavioral Sciences
Marie Boyd, Curriculum Chair
Megan Keebler, Instructional Support
Misty Burrue, Faculty Senate President

Naomi McCool, Social and Behavioral Sciences
Rob Kopp, Mathematics & Science
RuthAnn Garcia, Transfer Center
Ryan Sipma, Catalog and Schedule Coordinator
Sean Stratton, Articulation Officer
Shelley Marcus, Library Learning Resources
Sherrie Loewen, Health Sciences
Shireen Awad, Administrative Assistant II, Curriculum
Stephen Calebotta, Language Arts
Stephen Shelton, Vice Chair
Tracy Kocher, Business & Applied Technology
Vanessa Thomas, Business and Applied Technology

Members Absent:

Angela Burk-Herrick, Mathematics & Science
Jeffrey Laguna, Health Sciences
Kathy Lucero, Admissions and Records
Lucy Serrano, Counseling

Mark Forde, Chino Representative
Marlene Soto, Health Sciences
Michael Escobosa, Health Sciences
Patricia Bopko, Financial Aid

Guests:

Abel Chen, Business and Applied Technology
Candice Hines-Tinsley, Kinesiology, Nutrition, & Athletics
Christina McPeck, Social and Behavioral Sciences
Dave Karp, Business and Applied Technology

Julie Law, Counseling
Patricia Powell, Counseling
Tara Johnson, Business and Applied Technology
Thierry Brusselle, Business and Applied Technology

- 1. Call To Order/New Committee Members:** The meeting was called to order at 1:36p.m.
- 2. Public Comment:** The Curriculum Administrative Assistant (AII) also announced to the guests in the room that the meetings are recorded.

The Curriculum Committee presented Marie Boyd with a plaque to commemorate her twenty-one years of service to Chaffey College. They also presented her with a gift to thank her for her ten years of service as the Curriculum Chair. The Chair thanked the committee and expressed that she truly has enjoyed and loved her job at the college.

- 3. Review and Approval of April 3, 2019 Expanded Summary Notes:** The summary notes were approved 17/0/0.

4. Discussion Items:

- 4.1. What's Next for the Curriculum Committee:** The AII shared with the committee that the following actions, events, and tasks will take place beginning in the summer and will continue into the next academic year.
 - 1. 3rd Annual Retreat in August:** A date will need to be determined. Two possibilities include the day before FLEX or during FLEX on a Friday.
 - 2. Summer Clean-up:** Summer clean-up is a process in which the Catalog and Schedule Coordinator and the AII find any grammatical or functional items (e.g. removing orphaned "ands" or "ors" in requisite sections)

that need to be fixed. These items are fixed in Curricunet and then reported on the consent agenda for the first meeting in the fall. The curriculum committee voted 18/0/0 to have summer clean-up.

3. **Prerequisite Workgroup Reconnecting:** The Prerequisite workgroup will be asked to reconvene in the fall to discuss further impacts of AB-705 such as limitations on enrollment and placement language on CORs. Other topics related to requisites may also be discussed. The AAI suggested inviting Valeen Gonzalez to the group as well. Past members included Angela Burk-Herrick, Megan Keebler, Jeffrey Laguna, Rob Kopp, and Sean Stratton.
4. **University Studies:** The committee will begin to look at these degrees again in light of Guided Pathways.

4.2. 2019-2021 Curriculum Committee Members- The following members will be on the Curriculum Committee starting Fall 2019:

1. **Business and Applied Technology (2019-2021):** Bruce Osburn
2. **Business and Applied Technology (Fill for 2018-2020):** Vacant
3. **Chino Representative (2019-2021):** Kathy Galipeau
4. **Chino Representative (2018-2020):** Michael Escobosa
5. **Health Sciences:** Lisa Doget
6. **Instructional Support:** Megan Keebler (returning)
7. **Kinesiology, Athletics, & Nutrition:** Candice Hines-Tinsley
8. **Language Arts:** Stephen Calebotta (returning)
9. **Mathematics and Science:** Rop Kopp (returning)
10. **Social and Behavioral Sciences:** Christina McPeck
11. **Student Services (2019-2021):** Julie Law
12. **Student Services (2018-2020):** Patricia Powell
13. **Visual and Performing Arts:** Nicole Farrand

4.3. University Studies (Sierra College Example): Laura Hope recapped previous discussions on University Studies. The degrees are currently not compliant with Title 5 placing an urgency on the college to revise these degrees. In addition, data has shown that six years after obtaining a University Studies degree, some students are still in poverty. The transferability of these degrees is also unlikely. The college, like many other community colleges, has kept the University Studies degrees for students who are undecided. Undecided students are unable to receive financial aid unless they declare a program of study. Julie Law added that these degrees allow students whose goals do not align with an ADT or another local degree to have a sense of accomplishment by obtaining a University Studies degree. Laura Hope reiterated that these degrees must be compliant despite these reasons. She suggested reviewing Sierra College's approach as a compliant solution to solving the ongoing discussion. Sierra College explored ways to replace these degrees with a more compliant and helpful approach. While developing academic and career communities (meta-majors), students choose a community of interest in the application process instead of claiming "undecided". This provides students with an idea of what direction they would like to go while not making a commitment to a major. Those students at the interest level would then be guided to use resources such as the career center for skills assessment. Sierra College then asks the students to confirm a major after a year of exploration. The subsequent years are then focused on developing students' skills in gaining experience in the workplace, preparing for job interviews, and developing a social media presence to name a few. While this approach helps with guided exploration, the U.S. Department of Education does not recognize a meta-major (or academic and career community) as a program of study eligible for Financial Aid. Sierra College found that the General Studies TOP Code and CIP Code is an accepted program to the U.S. Department of Education. Colleges cannot award a degree in this TOP Code but it does allow students to claim this program during their exploration in order to receive financial aid. An example would be a program titled "General Studies" plus an academic and career community (e.g. General Studies: Health Sciences). Sierra College's data shows that most of students were able to declare a program at the end of one year. Using Sierra College's model as guidance, more discussion will continue on these degrees in the fall.

5. Guided Pathways: None.

6. Miscellaneous: Rob Kopp shared that he and the Math Coordinators had concerns about the Math competency language voted on at the last curriculum committee meeting. They do not feel Algebra 1 is equivalent to Intermedia Algebra. The Chair informed Rob that he and the coordinators will be invited to a workgroup that will finish crafting the Math competency language.

7. Consent Agenda: The consent agenda was approved 18/0/0.

7.1. Due to Chancellor's Office Approval, the following certificate can now be called a Certificate of Achievement in Curricunet. This change has been made for:

1. Cyber Security Analyst Certificate of Achievement

7.2. The Chancellor's Office has requested the following revisions to the TMC Template for the Nutrition and Dietetics AS-T:

1. List A should say "Select two courses" not "Select one" course. This increases the unit total for List A to 8 units.
2. The total degree units changed from 23 units to 27 units.

Per faculty consent, the changes have been made to the TMC Template and the Curricunet word report.

8. OLD BUSINESS:

PACKAGE: KINESIOLOGY

New Courses: First and Second Reading

KINACT-3A	Beginning Baseball	Approval: 18/0/0
KINACT-5A	Beginning Flag Football	Approval: 18/0/0
KINTM-17	Intermediate Dance/Spirit Team	Approval: 18/0/0
KINTM-64A	Softball Strength and Conditioning for Athletes	Approval: 18/0/0

Program Modifications: Final Reading

Physical Education	A.A.	Approval: 18/0/0
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NONPACKAGES:

Course Modifications w/ DE: Second Reading

CIS-15	Introduction to Database & Database Management Systems	Approval: 18/0/0	Distance Education Hybrid/Online Approval: Approval: 18/0/0
ENGL-70A	World Literature I	Approval: 18/0/0	Distance Education Hybrid/Online Approval: Approval: 18/0/0
ENGL-70B	World Literature II	Approval: 18/0/0	Distance Education Hybrid/Online Approval: Approval: 18/0/0

9. NEW BUSINESS:

PACKAGE: ASL

The Articulation Officer will have difficulty uploading the courses with the current formatting of the content section. The Chair will assist the faculty member in editing the content for the courses in this package.

Course Modifications: First Reading

ASL-1	Elementary American Sign Language I	Approval: 18/0/0
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Course Modifications w/ DE: First Reading

ASL-2	Elementary American Sign Language II	Approval: 18/0/0	Distance Education Hybrid: 18/0/0
ASL-3	Intermediate American Sign Language III	Approval: 18/0/0	Distance Education Hybrid: 18/0/0
ASL-4	Intermediate American Sign Language IV	Approval: 18/0/0	Distance Education Hybrid: 18/0/0

PACKAGE: CHEMISTRY

New Programs: Final Reading

Chemistry	AS-T	Approval: 18/0/0
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Program Modifications: Final Reading

Chemistry	A.S.	Approval: 18/0/0
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PACKAGE: ENGLISH

Course Deactivations: Final Reading

ENGL-71	Folklore	Approval: 18/0/0
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Program Modifications: Final Reading

Philosophy: Religious Studies	A.A.	Approval: 18/0/0
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NONPACKAGES

Course Modifications w/ DE: First and Second Reading

ACCTG-430	Accounting for Governmental and Not-for-Profit Organizations	Approval: 18/0/0	Distance Education Hybrid/Online Approval: 18/0/0
ACCTG-435	Payroll Accounting	Approval: 18/0/0	Distance Education Hybrid/Online Approval: 18/0/0
ENGL-75A	American Literature	Approval: 18/0/0	Distance Education Hybrid/Online Approval: 18/0/0
PS-2	Introduction to Political Science	Approval: 17/0/0	Distance Education Approval Hybrid/Online: 17/0/0
RE-470	Real Estate Appraisal <i>Course number has changed from transfer level to non-transfer and DE has been</i>	Approval: 17/0/0	Distance Education Approval Online: 17/0/0

	<i>updated as requested by the Curriculum Committee.</i>		
RE-486	Real Estate Property Management <i>Course number has changed from transfer level to non-transfer and DE has been updated as requested by the Curriculum Committee.</i>	Approval: 17/0/0	Distance Education Approval Online: 17/0/0

Course Modifications: First Reading

ART-484	Motion Graphic Animation <i>Typos need to be fixed, textbook section needs to be completed, and lab content needs to be edited.</i>	Approval: 18/0/0
ART-73	Typography and Layout <i>Lab content needs to be edited.</i>	Approval: 18/0/0
ASL-18	Introduction to Deaf Studies <i>Content section needs to be edited.</i>	Approval: 18/0/0

Course Modifications: First and Second Reading

ART-407	History of Design	Approval: 18/0/0
BUS-61	Introduction to Global Business	Approval: 18/0/0
CISGAME-403	Fundamentals of Game Programming	Approval: 18/0/0
CISGAME-420	Mobile/Web Game Development	Approval: 18/0/0
HIST-19	History of Ethnic Relations in the United States	Approval: 18/0/0
HIST-40	Retrospective of World War II	Approval: 18/0/0
HIST-6	Modern Western Civilizations	Approval: 18/0/0
MATH-650	Mathematical Foundations	Approval: 18/0/0

Program Modifications: Final Reading

Dave Karp thanked the Curriculum Committee for reviewing every course in their discipline this past year. He also shared with the committee that the design of the Real Estate degrees proposed below have been reviewed and approved by their advisory committee. The Faculty Senate President asked Dave and the other Business faculty present if the title of the Real Estate Certificate should include "Broker" in the title. The discipline faculty said the Real Estate Certificate provides job opportunities in not only the broker field, but as well as in property management and other real estate related fields.

Real Estate	A.S. <i>Descriptions have been edited as requested.</i>	Approval: 17/0/0
Real Estate	Certificate of Achievement <i>Descriptions have been edited as requested.</i>	Approval: 17/0/0
Real Estate Salesperson's Certificate	Certificate of Career Preparation <i>Descriptions have been edited as requested.</i>	Approval: 17/0/0

10. Adjournment: The meeting was adjourned at 3:00 p.m.

Name	ATTENDANCE	Summary Notes 4/3/2019	Consent Agenda	KINACT-3A 1 ST /2 ND READING	KINACT-5A 1 ST /2 ND READING	KNTM-17 1 ST /2 ND READING	KINTM-64A 1 ST /2 ND READING	PHYSICAL EDUCATION AA	CIS-15 2 ND READING	ENGL-70A 2 ND READING	ENGL-70B 2 ND READING	ASL-1 1 ST READING	ASL-2 1 ST READING	ASL-3 1 ST READING	ASL-4 1 ST READING	CHEMISTRY AS-T
Angela Burk-Herrick																
Annette Henry	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
Daniel Jacobo	X															
Elaine Martinez	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Helen Leung	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Jeffrey Laguna																
John Machado	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Linda Marcotte	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Lucy Serrano																
Mark Forde																
Marlene Soto																
Megan Keebler	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Michael Escobosa																
Misty Burruel	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Naomi McCool	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Rob Kopp	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
RuthAnn Garcia	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Ryan Sipma	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Sean Stratton	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Shelley Marcus	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Sherrie Loewen	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
Tracy Kocher	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Vanessa Thomas	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Total Counts	19	17	18	18	18	18	18	18	18	18	18	18	18	18	18	18

Non-Voting	
Kathy Lucero	
Laura Hope	X
Marie Boyd	X
Patricia Bopko	
Sharon Awad	X
Stephen Shelton	X

Name	REAL ESTATE A.S	REAL ESTATE CER.TIFICATE OF ACHIEVEMENT	REAL ESTATE SALESPERSON CERTIFICATE OF CAREER PREPARATION
Angela Burk-Herrick			
Annette Henry	X	X	X
Charmaine Phipps	X	X	X
Daniel Jacobo			
Elaine Martinez	X	X	X
Helen Leung	X	X	X
Jeffrey Laguna			
John Machado	X	X	X
Linda Marcotte	X	X	X
Lucy Serrano			
Mark Forde			
Marlene Soto			
Megan Keebler	X	X	X
Michael Escobosa			
Misty Burruel	X	X	X
Naomi McCool	X	X	X
Rob Kopp	X	X	X
RuthAnn Garcia	X	X	X
Ryan Sipma	X	X	X
Sean Stratton	X	X	X
Shelley Marcus	X	X	X
Sherrie Loewen	X	X	X
Stephen Calebotta			
Tracy Kocher	X	X	X
Vanessa Thomas	X	X	X
Total Counts	17	17	17