CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
BEB BUILDING, CONFERENCE ROOM 204
AGENDA
August 31, 2016

1. **Call to Order/New Committee Members**

2. **Review and Approval of May 11, 2016 Expanded Summary Notes**

3. **Curriculum Committee Goals-2016-2017 (Please see handout)**

4. **University Studies**

5. **Timeline for Curriculum and Catalog/Schedule Development (Please see handout)**

6. **Articulation Report (Please see handouts)**

   6.1. Summary of Curricular Changes
   6.2. C-ID Conditional Submissions

7. **Discussion Items:**

   7.1. Terms of Office (Please see handout)
      7.1.1. Who will represent the Transfer Center?
   7.2. Extending the approval process on Curricuent (Please see handout)
   7.3. Teacher Packets and Textbook Guidelines-Marie Boyd
   7.4. Assigning of TOP/SAM Codes- Marie Boyd

8. **Curriculum Inventory**
   8.1. Submittals Awaiting Approvals

   Course-Modifications:
   IET-411
   NURVN-403L
   Theatre-32

   Programs-New:
   Film, Television, and Electronic Media A.S.-T
   Professional Office Skills Certificate of Achievement

   Programs-Modifications:
   Chemistry A.S.-T
   Elementary Teacher Education A.A.-T
   History A.A-T

   8.2. Recent Approvals

   New Courses:
   CISPROG-5
   IET-420
   LIFE-670
   SOC-32

   Programs-New:
   Biology A.S.-T

   Program-Modifications:

Political Economics

8.3. 2015-2016 Course Submissions (Modifications, Deactivations, and Reactivations)

8.3.1. 136 courses were submitted for nonsubstantial changes that were approved last curriculum cycle. All 136 were approved. Three substantial modifications were submitted and are currently awaiting approval (Agenda Item 7.1).

9. Handouts

9.1. Curriculum Committee Calendar (Please see handout)

10. Old Business

Course Modification: 2nd Reading

ART-83	Web Design	**Changes needed:** Rephrase and include specifics under lab content. **Changes made on CC Report.**	Approvals:
ART-478	Illustration on the Computer	**Changes needed:** Rephrase and include specifics under lab content. **Changes made on CC Report.**	Approvals:
ART-482	Editing Digital Media	**Changes needed:** Rephrase and include specifics under lab content. **Changes made on CC Report.**	Approvals:
ART-484	Motion Graphic Animation	**Changes needed:** Rephrase and include specifics under lab content. **Changes made on CC Report.**	Approvals:
BIOL-3	California Natural History	**Changes needed:** None needed	Approvals:
BUSOT-410B	Microsoft Office Publisher-Expert	**Changes needed:** None needed	Approvals:
ENGIN-52	Engineering Dynamics	**Changes needed:** None needed	Approvals:
FIRETEC-9	Principles of Fire and Emergency Services Safety and Survival	**Changes needed:** None needed	Approvals:

11. New Business

Course Modification: First Reading

HOTFS-17	Principles of Food Preparation	Approvals:
HOTFS-21	Purchasing, Costs, and Menus	Approvals:
HOTFS-428	Hospitality Human Resources Management	Approvals:
HOTFS-482	Industry Internship: Hospitality Management	Approvals:
NURAST-420L	Home Health Aide Laboratory (Corequisite for this course is listed as NURACT 420. The Corequisite will need to be changed to NURAST 420.)	Approvals:

Program Modification: Final Reading

Culinary Arts	Certificate of Achievement	Approvals:

12. Adjournment

CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
Expanded Summary Notes
May 11, 2016

Members Present

Angela Burk-Herrick , Mathematics & Science
Annette Henry, Kinesiology, Nutrition, Athletics
Ardon Alger, Faculty Senate President
Charmaine Phipps, Language Arts
Cherlou Opulencia, Student Services
David Schlanger, Catalog/Schedule Coordinator
Jason Chevalier, Dean, Visual & Performing Arts
Jeff Moser, Kinesiology, Nutrition, Athletics
John Machado, Visual & Performing Arts
Julie Song, Social and Behavioral Sciences
Laura Hope, Dean Instructional Support
Linda Marcotte, Social & Behavioral Sciences
Lucy Serrano, Counseling
Marie Boyd, Curriculum Chair
Michael Escobosa, Health Sciences
Rob Kopp, Mathematics & Science
Sean Stratton, Language Arts
Shelley Marcus, Library Learning Resources
Stephen Calebotta, Language Arts
Tracy Kocher, Business & Applied Tech
Vicky Valle, Instructional Support
Wanda Baker, Business & Applied Tech

Members Absent

Arslan Khan, ASCC
Daniel Jacobo, Visual & Performing Arts
Marina Jimenez, ASCC
Sue Bartell, Health Sciences
Tom Vitzelio, Instructional Support
Yolanda Friday, Transfer Center

Guests

Elaine Martinez, Kinesiology, Nutrition, Athletics
Marlene Soto, Health Sciences

1. **Call to Order:** The meeting was called to order at 1:36 pm.

2. **Review and Approval of April 27, 2016 Expanded Summary Notes:** The Expanded Summary Notes of the April 27, 2016 meeting were approved. (19/0)

3. **Articulation Report:** The Articulation Officer shared a list of newly secured articulations effective Spring 2016.

   Chaffey English 79 = UC Davis STD 5
   Chaffey Music 5 = Cal Poly Pomona Music 120
   Chaffey Music 6 = Cal Poly Pomona Music 121
   Chaffey Music 7 = Cal Poly Pomona Music 122
   Chaffey Kinlec 16 = Cal Poly Pomona Kinlec 205/205A
   Chaffey Phil 77 = Cal Poly Pomona Phil 201
   Chaffey Phil 75 = Cal Poly Pomona Phil 218
   Chaffey English 70A/70B = San Francisco State CWL 230
   Chaffey PS 7 = San Francisco State IR 104
   Chaffey Music 58 = Cal Poly Pomona Music 171-181
   Chaffey Arabic 3 = Cal State Fullerton Arab 203

4. **New ESL Curriculum:** Charmaine shared a new sequence of ESL courses that they will launch in Curricunet for review to be offered by Fall 2017. The proposed sequence will include 9 courses total (5 core courses, 1 pre-college writing course and 3 electives) rather than the current 14 courses (10 single-skill, 2 multi-skill and 2 elective courses). The change will facilitate scheduling and student's progress through the program. Laura mentioned that Math is going through a similar change and suggested coordinating with Math and English to develop uniform sequencing. Charmaine is open to the idea, but stated that the ESL department is limited on the course numbers they can use because they've already used most of them.

5. **Provisional Approval of Curriculum Handbook:** The Chair distributed copies of the New Curriculum Handbook and asked committee members to read it. There were only a few grammar changes; the committee provisionally approved the handbook unanimously.

6. **Possible Additions to Chaffey's GE Pattern:** David explained that the courses listed below are found on the IGETC and CSUGE patterns, but not on Chaffey's General Education Pattern. He suggested adding them. According to AP 4025, Philosophy and Criteria for Associate Degree and General Education, "Students who are qualified to be certified for the CSU General Education pattern of classes or the IGETC pattern of classes also fulfill the associate degree General Education for Chaffey College"; however, David suggested that this is not accurate unless all courses on the IGETC and CSUGE patterns (except for CSUGE area E and IGETC area 6) are also listed on Chaffey's GE Pattern. The difference is that Chaffey's GE pattern is used for local (non-transfer) degrees and has a lower math requirement, as well as some 400 level courses. A motion was made and approved to add all listed courses to Chaffey's GE Pattern.

   AJ 1 (D8)
   CDE 6 (D3)
   GERO 22 (D9 and E)
   HIST 20 (C2, D6, 3B, and 4)
   HIST 21 (C2 and D6)
   HIST 40 (C2, D6, 3B, and 4)
   PHIL 73 (C2 and 3B)
   SOC 14 (D0, D4, and 4)
   SOC 16 (D0, E, and 4)

7. **Review 2015/2016 Curriculum Committee Goals:** The committee assessed the progress of the Curriculum goals for the past year.

   Goal: Review University Studies and IGETC certificates summer discussions and continue discussion.

   Status: The committee reviewed it extensively and will continue to review it.

   Goal: Continue to work on ADTs:

   - Film, Television, and Electronic Media

- Nutrition and Food
- Social Justice

Status: *Film, Television, and Electronic Media* has been submitted to the Chancellor's office and is still pending. The Curriculum Office will work on *Nutrition and Food*, as well as *Social Justice* this summer.

Goal: Submit C-ID for CTE courses
Status: The Curriculum Office will continue to work on it. Only one course was sent back.

Goal: Curriculum Handbook
Status: The Curriculum Handbook has been provisionally approved.

Goal: Pre-requisites procedures and review of statistical validations
Status: The Curriculum Chair needs to review statistical validations, and will continue to work with Institutional Research this summer to place statistical validation paperwork in appropriate locations on the course checklists in Curricunet.

Goal: Noncredit curriculum options in CDCP.
Status: In progress.

Goal: Revise Cooperative Work Experience Education operational plan.
Status: In progress.

Goal: Develop Course Sequencing.
Status: The Curriculum Committee collected several and will continue to work with them in the fall.

New goals for the 2016/2017 year include the following:

Goal: AP Score Consistency-Suggested by Articulation Officer. The committee needs to know which college courses they should equate to AP scores. David let the committee know that the last time the AP Exam credit list was updated was in 2010.
Goal: Credit by Exam
Goal: Baccalaureate degrees
Goal: Comparable Course Policy
Goal: Program Vitalization Policy

8. **Summer Cleanup:** The Curriculum Chair requested approval for the Curriculum Office to conduct summer cleanup in preparation for the publishing of the catalog. Laura informed the group that Deb Reed has been working with David to make sure all information in Curricunet, the college catalog, and the course outlines of record match. All the work done this summer by the Curriculum Office and by the Catalog & Schedule coordinator will appear as a large consent item during the first

Curriculum meeting next year. The motion to conduct summer cleanup was approved.

9. Old Business

Course Modification: 2nd Reading

FASHD-445	Fitting and Alterations of Patterns and Apparel	Course: Approved (19/0)

10. New Business

New Courses: First Reading

LIFE-670	Transition Skills and Well-Being	Course: Approved (19/0)

Course Modification: First Reading

ART-83	Web Design: First reading approved pending changes. (rephrase & include specific examples under lab content)	Course: Approved 1st with changes (19/0)
ART-478	Illustration on the Computer: First reading approved pending changes. (rephrase & include specific examples under lab content)	Course: Approved 1st with changes (19/0)
ART-482	Editing Digital Media	Course: Approved 1st reading only (19/0)
ART-484	Motion Graphic Animation	Course: Approved 1st reading only (19/0)
BIOL-3	California Natural History	Course: Approved 1st reading only (19/0)
BUSOT-410B	Microsoft Office Publisher-Expert	Course: Approved 1st reading only (19/0)

Course Modification: First and Second Reading

CDE-24	Introduction to Curriculum Theory	Course: Approved 1st & 2nd (19/0)
CDE-24W	Practicum I: Supervised	Course: Approved 1st & 2nd (19/0)
CDE-25	Advanced Curriculum Theory	Course: Approved 1st & 2nd (19/0)
CDE-25W	Practicum II: Supervised	Course: Approved 1st & 2nd (19/0)
CIS-435	Fundamentals of Microsoft Visio (needs content	Course: Approved

	review and three out-of-class assignments)	1st reading with changes (19/0)
ENGIN-52	Engineering Dynamics	Course: Approved 1st reading only (19/0)
FASHD-65	Fashion Illustration	Course: Approved 1st & 2nd (19/0)
FIRETEC-9	Principles of Fire and Emergency Services Safety and Survival	Course: Approved 1st reading only (19/0)
GERO-463	Social Work Designee Training	Course: Approved 1st & 2nd (19/0)
JOUR-31	Student Media Practicum II	Course: Approved 1st & 2nd (19/0)
NF-15	Nutrition I: Introduction to Nutrition Science	Course: Approved 1st & 2nd (19/0)
NURAST-405	Nursing Assistant Skills Laboratory	Course: Approved 1st & 2nd (19/0)
NURAST-420	Home Health Aide	Course: Approved 1st & 2nd (19/0)
NURAST-450	Professional Development for the Nursing Assistant	Course: Approved 1st reading only (19/0)
NURVN-401	Foundations of Vocational Nursing Practice	Course: Approved 1st & 2nd (19/0)
NURVN-403	Fundamentals of Nursing	Course: Approved 1st & 2nd (19/0)
NURVN-403L	Fundamentals of Nursing Laboratory	Course: Approved 1st & 2nd (19/0)
NURVN-405	Beginning Medical Surgical Nursing	Course: Approved 1st & 2nd (19/0)
NURVN-405L	Beginning Medical Surgical Nursing Laboratory	Course: Approved 1st & 2nd (19/0)
NURVN-407A	Beginning Nursing Skills/Clinical Simulation Laboratory	Course: Approved 1st & 2nd (19/0)
NURVN-407B	Intermediate Nursing Skills/Clinical Simulation Laboratory	Course: Approved 1st & 2nd (19/0)
NURVN-407C	Advanced Nursing Skills/Clinical Simulation Laboratory	Course: Approved 1st & 2nd (19/0)
NURVN-409	Intermediate Medical Surgical Nursing	Course: Approved 1st & 2nd (19/0)
NURVN-409L	Intermediate Medical Surgical Nursing Laboratory	Course: Approved 1st & 2nd (19/0)
NURVN-411	Advanced Medical Surgical Nursing	Course: Approved 1st & 2nd (19/0)
NURVN-411L	Advanced Medical Surgical Nursing	Course: Approved 1st & 2nd (19/0)
NURVN-413	Leadership for the Vocational Nurse	Course: Approved 1st

		& 2nd (19/0)
NURVN-413L	Leadership for the Vocational Nurse Lab	Course: Approved 1st & 2nd (19/0)
NURVN-415B	Growth and Development of the Child	Course: Approved 1st & 2nd (19/0)
NURVN-417A	Critical Thinking and the Nursing Process (re-insert grading scheme)	Course: Approved 1st reading only (20/0)
NURVN-417B	Critical Thinking and the Nursing Process II	Course: Approved 1st & 2nd (20/0)
NURVN-421L	Maternal and Child Health Nursing Lab	Course: Approved 1st & 2nd (20/0)

DE Modification: Final Reading

AJ-1	Introduction to the Criminal Justice System	Course: Approved (20/0)
AJ-2	Concepts of Criminal Law	Course: Approved (20/0)
ART-10	Fundamentals of Design in Two-Dimensions	Course: Approved (20/0)
BUSL-400	Introduction to Paralegal Studies	Course: Approved (20/0)
ENGL-77	Latino Literature	Course: Approved (20/0)
JOUR-11	Multimedia Reporting	Course: Approved (20/0)

Program Modification: Final Reading

Fire Technology: Professional Firefighter	Certificate of Achievement	Program: Approved (20/0)
Still Photography	Certificate of Achievement (Will work on it this summer)	Program: Tabled

Program Reactivation: Final Reading

Small Business Entrepreneur	Certificate of Achievement	Program: Approved (20/0)

11. **End of Year Celebration**
12. **Meeting was adjourned at 2:55 pm**

Curriculum Committee Meeting 5-11-16

Name	In attendance	FASHD-445 (Approved 2nd reading)	LIFE-670 (Approved 1st & 2nd)	ART-83 (Approved 1st only)	ART-478 (Appoved 1st only)	ART-482 (Approved 1st only)	ART-484 (Approved 1st only)	BIOL-3 (Approved 1st only)	BUSOT-410B (Approved 1st only)	CDE-24 (Approved 1st & 2nd)	CDE-24W (Approved 1st & 2nd)	CDE-25 (Approved 1st & 2nd)	CDE-25W (Approved 1st & 2nd)	CIS-435 (Approved 1st only)	ENGIN-52 (Approved 1st only)	FASHD-65 (Approved 1st & 2nd)	FIREREC-9 (Approved 1st only)	GERO-463 (Approved 1st & 2nd)	JOUR-31 (Approved 1st & 2nd)	NF-15 (Approved 1st & 2nd)	NURAST-405 (Approved 1st & 2nd)	NURAST-420 (Approved 1st & 2nd)	NURAST-450 (Approved 1st only)
Angela Burk-Herrick	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Annette Henry	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Ardon Alger	x																						
Charmaine Phipps	x	x	x	x	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	x	x	x	x
Daniel Jacobo	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o
David Schlanger	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Jason Chevalier	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Jeff Moser	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
John Machado	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Julie Song	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Laura Hope	x	x	x	x	x	x	x	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	x	x	x	x	x	x	x
Lucy Serrano (phone)	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Michael Escobosa (phone)	x	x	x	x	x	x	x	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	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	x	x	x	x	x	x	x
Shelly Marcus	x	x	x	x	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	x	x	x	x
Sue Bartell	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o
Tom Vitzelio	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o
Tracy Kocher	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Wanda Baker	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Yolanda Friday	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o
	20	19	19	19	19	19	19	19	19	19	19	19	19	19	19	19	19	19	19	19	19	19	19

Non Voting

Arsalan Khan	o
Marie Boyd	x
Marina Jimenez	o
Vicky Valle	x

Guests

Elaine Martinez
Marlene Soto

Curriculum Committee Meeting 5-11-16 Continued

Name	NURVN-401 (Approved 1st & 2nd)	NURVN-403 (Approved 1st & 2nd)	NURVN-403L (Approved 1st & 2nd)	NURVN-405 (Approved 1st & 2nd)	NURVN-405L (Approved 1st & 2nd)	NURVN-407A (Approved 1st & 2nd)	NURVN-407B (Approved 1st & 2nd)	NURVN-407C (Approved 1st & 2nd)	NURVN-409 (Approved 1st & 2nd)	NURVN-409L (Approved 1st & 2nd)	NURVN-411 (Approved 1st & 2nd)	NURVN-411L (Approved 1st & 2nd)	NURVN-413 (Approved 1st & 2nd)	NURVN-413-L (Approved 1st & 2nd)	NURVN-415B (Approved 1st & 2nd)	NURVN-417A (Approved 1st only)	NURVN-417B (Approved 1st & 2nd)	NURVN-421L (Approved 1st & 2nd)	AJ-1 (Approved)	AJ-2 (Approved)	ART-10 (Approved)	BUSL-400 (Approved)	ENGL-77 (Approved)	JOUR-11 (Approved)	Fire Technology: Professional	Still Photography (Tabled)	Small Business Entrepreneur (Approved)
Angela Burk-Herrick	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Annette Henry	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Ardon Alger																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	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	x	x	x	x	x	x		x
Daniel Jacobo	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o		o
David Schlanger	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		x
Jason Chevalier	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		x
Jeff Moser	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		x
John Machado	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		x
Julie Song	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		x
Laura Hope	x	x	x	x	x	x	x	x	x	x	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	x	x	x	x	x	x	x	x	x		x
Lucy Serrano (phone)	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		x
Michael Escobosa (phone)	x	x	x	x	x	x	x	x	x	x	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	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	x	x	x	x	x	x	x	x	x		x
Shelly Marcus	x	x	x	x	x	x	x	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	x	x	x	x	x	x		x
Sue Bartell	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o		o
Tom Vitzelio	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o		o
Tracy Kocher	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		x
Wanda Baker	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x		x
Yolanda Friday	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o	o		o
	19	19	19	19	19	19	19	19	19	19	19	19	19	19	19	20	20	20	20	20	20	20	20	20	20	0	20

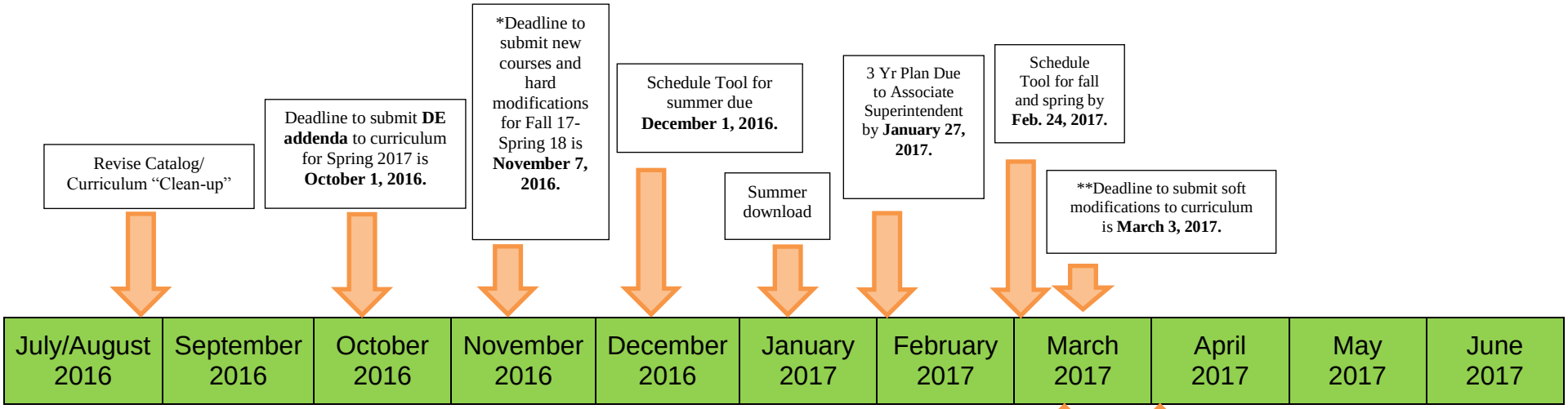
Non Voting		Guests
Arsalan Khan	o	Elaine Martinez
Marie Boyd	x	Marlene Soto
Marina Jimenez	o	
Vicky Valle	x	

Curriculum Committee Goals 2016-2017

- Review University Studies and IGETC certificate summer discussions and continue discussion.
- Continue to work on ADTs:
    - Film, Television, Electronic Media
    - Nutrition and Food
    - Social Justice
- Submit C-ID for CTE courses when C-ID descriptors become available
- Submit 12 -17.5 unit certificates for state approval.
- Pre-requisites procedures and review of statistical validations
- Noncredit curriculum options in CDCP
- Revise Cooperative Work Experience operational plan and submit to Chancellor's Office
- Continue with Course Sequencing
- Review Credit By Exam policy and process
- Possible Baccalaureate degree proposals for when the window of opportunity opens again
- AP Score Consistency
- Comparable Course Policy
- Program Vitalization Policy

TIMELINE FOR CURRICULUM (2016-2017) AND CATALOG/SCHEDULE DEVELOPMENT (2017-2018)

CURRICULUM MODIFICATIONS MAY BE SUBMITTED YEAR-ROUND. SEE BELOW FOR DETAILS ABOUT DEADLINES REGARDING CATALOG AND SCHEDULE CURRICULUM REVISIONS.



***November 7, 2016** – curricular changes must be launched in Curricunet regarding anything that will show up in the **Schedule of Classes for FALL 2017/SPRING 2018.** These include the following:

- New courses
- Changes to course acronym, number, or name of course
- Changes to course description
- Changes to course pre-requisites
- Changes to DE status
- New certificates and degrees
- Changes to certificates and degrees
- Changes to course units

Please remember that even though a course has been launched into the Curricunet queue, the originator MUST follow up with requests for changes to assure that the course proceeds through the approval process in a timely fashion.

****March 3, 2017** – "Soft" curricular changes must be launched for other changes which faculty would like reflected in the course of instruction for the upcoming fall semester. These include the following:

- Changes to course objectives Changes to course content Changes to methods of instruction Changes to methods of evaluation Changes to textbooks
- Changes to certificates and degrees

May 1, 2017: SLO page will be locked for changes in CurricUNET and re-open prior to Convocation.

ARTICULATION REPORT

Chaffey College
Summary of Curricular Changes
2015-2016
LEGEND

TITLE= course title or title change; **NEW**= New course; **REV**= Revised Courses that have undergone *substantive* changes **DEL**= Deletion; **UNITS/UNIT CHANGES**= Unit value or change in units; **UC**= UC transferable--- Indicate UC transfer status by placing an **A** for approved courses and a **P** for courses pending; **COMMENTS/DISCIPLINE CODE/PREREQUISE CHANGE** = Include brief comments or note discipline code changes; **EFFECTIVE DATE**= Date course first offered on campus or placed in catalog--whichever is earlier.

CATALOG NUMBER	**TITLE/TITLE CHANGE**	**NEW**	**REV**	**DEL**	**UNITS/UNIT CHNANGES**	**UC**	**COMMENTS**	**EFFECTIVE DATE**	**LAST REVIEWED DATE**
ACCTG496-ABCD	Internships in Accounting			X	UNITS: 1			Spring 2016	9/09/2015
ACCTGFS450	Tax Preparation for Small Business			X	UNITS: 1.5			Spring 2016	9/23/2015
ACCTGFS451	Volunteer Income Tax Assistance Program I			X	UNITS: 1			Spring 2016	9/09/2015
ACCTFS452	Volunteer Income Tax Assistance Program II			X	UNITS: 1			Spring 2016	9/09/2015
ACCTGFS454	Introduction to Taxation of Corporations and Partnerships			X	UNITS: 4			Spring 2016	9/23/2015
ACCTGFS472	International Trade Finance			X	UNITS: 3			Spring 2016	9/09/2015
ART30	Figure Drawing		X		UNITS: 3	X	Pre-req (ART14) changed to "Advisory"	Fall 2016	11/05/2015
ART482	Editing Digital Media		X		UNITS: 4		Update to catalog description and content to mention Adobe Premier Pro	Fall 2016	5/12/2016
ART484	Motion Graphic Animation		X		UNITS: 4		Update to catalog description and content to mention Adobe After effects; remove "2D" from title	Fall 2016	5/12/2016
ART50	Introduction to Sculpture		X		UNITS: 4	X	Pre-req (ART12) changed to "Advisory;" additions to objectives and content	Fall 2016	11/04/2015
ART82	Introduction to Digital Media		X		UNITS: 4		Title Change (formerly "Introduction to MultiMedia"); update to content and description	Fall 2016	4/18/2016
ART98ABC	Independent Study: Art		X		UNITS: 4		Modified content to reflect current technological, pedagogical, and	Fall 2016	4/27/2016

							professional conditions		
ART421	Intermediate Ceramic Sculpture			X	UNITS: 4			Fall 2016	2/05/2016
AUTOTECH492-A-H	Special Topics: Autotech			X	UNITS: .5-6			Spring 2016	9/23/2015
AUTOTECH492L-A-H	Special Topics Lab: Autotech			X	UNITS: .5-6			Spring 2016	09/23/2015
BUS10	Introduction to Business		X		UNITS: 3	X	modification to allow for credit by exam	Fall 2016	3/23/2016
BUS430	Business Plan Preparation			X	UNITS: 1.5			Spring 2016	09/23/2015
BUS492A-H	Special Topics: Business			X	UNITS: .5-6			Spring 2016	09/23/2015
BUS496ABCD	Internships in Business			X	UNITS: 1-4			Spring 2016	09/23/2015
BUSL28A	Business Law I		X		UNITS: 3	X	Prefix Change from BUS to "BUSL;" textbook update	Fall 2016	09/23/2015
BUSL28B	Business Law II		X		UNITS: 3	X	Prefix change from BUS to "BUSL;" textbook update	Fall 2016	09/09/2015
BUSL402	Civil Litigation		X		UNITS: 3		Prefix change from BUSPL to "BUSL;" textbook update	Fall 2016	03/04/2016
BUSL403	Evidence		X		UNITS: 3		Prefix change from BUSPL to "BUSL;" textbook update	Fall 2016	04/27/2016
BUSL410	International Business Law		X		UNITS: 3		Prefix change from BUS to "BUSL"	Fall 2016	09/19/2015
BUSL435	The Law of Marketing and Business Competition		X		UNITS: 3		Prefix change from BUS to "BUSL;" textbook update	Fall 2016	09/09/2015
BUSOT40B	Computer Keyboarding: Speed and Accuracy Development		X		UNITS: 3		2 yr CTE update	Fall 2016	09/23/2015
BUSOT64B	Microsoft Office Access--Expert		X		UNITS: 1.5		Added Pre-req (BUSOT64A); textbook update	Fall 2016	09/23/2015
BUSOT465	Speed Writing and Note Taking			X	UNITS: 3			Fall 2016	04/11/2016
BUSOT475	Medical Office Procedures			X	UNITS: 3			Fall 2016	04/11/2016
BUSOT496ABCD	Internships in			X	UNITS: 1-4			Fall 2016	04/27/2016

	Business and Office technologies								
CDE24	Introduction to Curriculum Theory		X		UNITS: 2		Added enrollment limitation (immunization requirement); textbook update	Fall 2016	05/12/2016
CDE24W	Practicum I: Supervised Occupational Work Experience		X		UNITS: 1		enrollment limitation (immunization requirement); update to catalog description	Fall 2016	05/12/2016
CDE25	Advanced Curriculum Theory		X		UNITS: 2		Enrollment limitation (immunization requirement)	Fall 2016	05/12/2016
CDE25W	Practicum I: Supervised Occupational work Experience		X		UNITS: 1		Enrollment limitation (immunization); update to catalog description	Fall 2016	05/12/2016
CIS1	Introduction to Computer Information Systems		X		UNITS: 3	X	Textbook update	Fall 2016	04/27/2016
CIS68	Using the Internet		X		UNITS: 1.5		Textbook update	Fall 2016	03/04/2016
CIS496ABCD	Internships in Computer Information Systems		X		UNITS: 1-4		Course re-activation	Fall 2016	02/05/2016
CISGAME1	Fundamentals of Game Development	X			UNITS: 3		New 3 unit course adapted from former 1.5 unit CISGAME401	Spring 2016	9/09/2015
CISGAME401	Fundamentals of Game Development			X	UNITS: 1.5			Spring 2016	09/09/2015
CISGAME402	Fundamentals of Game Development II		X		UNITS: 3		Change from “Advisory” CISGAME401 to Pre-Req CISGAME1	Spring 2016	10/22/2015
CISGAME403	Fundamentals of Game Programming		X		UNITS: 3		Change from “Advisory” CISGAME401 to Pre-req CISGAME1	Spring 2016	10/22/2015
CISGAME420	Mobile/Web Game Development		X		UNITS: 3		Pre-req changed to reflect the deactivation of CISGAME401; Pre-req now CISGAME1	Spring 2016	10/22/2015
CISHDSP40	Microcomputer Hardware	X			UNITS: 3		New 3 Unit course (adapted from CISHDSP401), written to align with C-ID ITIS110	Spring 2016	04/02/2015
CISIWEB410	Webmaster Tools			X	UNITS: 1.5			Spring 2016	10/22/2015
CISIWEB492A-H	Special Topics, CIS Web Development			X	UNITS: 1			Fall 2016	02/05/2016

CISIWEB70	Creating Web Pages with HTML			X	UNITS: 1.5			Fall 2016	10/22/2015
CISPROG5	Programming with Python	X			UNITS: 3		New course written to articulate with local 4-yr programs; proposed for UC-TCA approval	Fall 2016	04/11/2016
COMSTD8	Fundamentals of Speech Communication		X		UNITS: 1	X	Updates to description and objectives to align with C-ID "COMM115"	Fall 2016	03/23/2016
CRSCI450	Correctional Report Writing			X	UNITS: 3			Spring 2016	09/09/2015
CRSCI501	Preparation for Correctional Peace Ofcr. Exam Process			X	UNITS: 2			Spring 2016	09/09/2015
CS21	Fundamentals of C++ Programming			X	UNITS: 3	X		Spring 2016	09/09/2015
DANCE4A	Ballet 1A			X	UNITS: 1.5	X		Spring 2016	09/09/2015
DANCE4B	Ballet 1B			X	UNITS: 1.5	X		Spring 2016	09/09/2015
DANCE6A	Ballet IIA			X	UNITS: 1.5	X		Spring 2016	09/09/2015
DANCE6B	Ballet IIB			X	UNITS: 1.5	X		Spring 2016	09/09/2015
DANCE420	Social Dance		X		UNITS: 1		Modification to description, objectives, content; textbook update	Fall 2016	04/27/2016
DRAFT452	Light Commercial Construction Design			X	UNITS: 3 (2 lecture, 1 lab)			Spring 2016	09/09/2015
DRAFT92 A-H	Special Topics: Drafting			X	UNITS: .5-6			Spring 2016	09/09/2015
DRAFT92L A-H	Special Topics: Drafting			X	UNITS: .5-6			Spring 2016	09/09/2015
DRAFT98ABC	Independent Study: Drafting			X	UNITS: 1-3			Spring 2016	09/09/2015
ECON90A	Economics Honors Seminar			X	UNITS: 1	X		Fall 2016	03/23/2016
ED492 A-H	Special Topics: Education			X	UNITS: .5-6			Spring 2016	09/23/2015
FASHD16	Principles of Costume Design and Production			X	UNITS: 3			Spring 2016	10/22/2015
FASHD20	History of Fashion		X		UNITS: 3		CTE update (textbooks)	Fall 2016	10/22/2015
FASHD40	Beginning Clothing Construction		X		UNITS: 2		CTE update (textbooks)	Fall 2016	10/22/2015
FASHD42	Advanced Clothing		X		UNITS: 2		CTE update (textbooks)	Fall 2016	10/22/2015

	Construction								
FASHD428	Computer-Aided Design		X		TOTAL UNITS: 2 (1 lecture, 1 lab)		CTE update; FASHD45 added as advisory	Fall 2016	10/22/2015
FASHD442	Industrial Sewing		X		TOTAL UNITS: 2 (1 lecture, 1 lab		Update to course content	Spring 2016	10/22/2015
FASHD445	Fitting and Alterations of Patterns and Apparel		X		TOTAL UNITS: 2 (1 lecture, 1 lab)		Update to content, amendment to co-requisite	Spring 2017	05/12/2016
FASHD470	Apparel Production		X		UNITS: 3		CTE update; changed co-req (FASHM10) to "advisory"	Fall 2016	03/04/2016
FASHD471	Advanced Patternmaking		X		TOTAL UNITS: 3 (2 lecture, 1 lab)		CTE update; changes to course content	Spring 2017	04/27/2016
FASHD472	Computer-Aided Patternmaking		X		TOTAL UNITS: 2 (1 lecture, 1 lab)		CTE update	Fall 2016	03/04/2016
FASHD480	Design Collection		X		TOTAL UNITS: 2 (1 lecture, 1 lab)		CTE update; changes to description, content, textbooks	Fall 2016	04/27/2016
FASHD61	Pattern Drafting 1		X		TOTAL UNITS: 3 (2 lecture, 1 lab)		CTE update (textbooks)	Fall 2016	12/04/2015
FASHD65	Fashion Illustration		X		TOTAL UNITS: 2 (1 lecture, 2 lab)		CTE update; changes to content, update to textbooks	Spring 2017	05/12/2016
FASHD72	Fashion Draping		X		TOTAL UNITS: 2 (1 lecture, 1 lab)		CTE update; added pre-req (FASHD40)	Fall 2016	04/27/2016
FASHM10	Introduction to the Fashion Industry		X		UNITS: 3		CTE update (textbooks)	Fall 2016	12/04/2015
FAHM12	Visual Merchandising		X		UNITS: 3		CTE update (textbooks)	Fall 2016	12/04/2015
FASHM15	Image and Fashion Selection		X		UNITS: 3		CTE update (textbooks)	Fall 2016	12/04/2016
FASHM60	Textiles		X		UNITS: 3		CTE update (textbooks)	Fall 2016	12/04/2016
FR15	French Conversation			X	UNITS: 2			Spring 2016	09/09/2015
GEOG2	Introduction to	X			UNITS: 3		New Course intended for transfer credit	Fall 2016	10/22/2015

	Weather, Climate, and Society								
GERO406	Gerontology Career Practicum		X		UNITS: 1		Textbook update; co-req (GERO11) changed to pre-req	Fall 2016	02/17/2016
GERO463	Social Work Designee Training		X		UNITS: 3		Textbook update	Fall 2016	05/12/2016
HOTFS10	Introduction to Hospitality Management		X		UNITS: 3		CTE update (textbooks); minor revisions to catalog description	Fall 2016	01/22/2016
HOTFS32	Hospitality Law		X		UNITS: 3		CTE update (textbooks)	Fall 2016	02/17/2016
HOTFS422	Hotel Operations		X		UNITS: 3		CTE update (textbooks)	Fall 2016	02/17/2016
HOTFS431	Hospitality Marketing Management		X		UNITS: 3		CTE update (textbooks)	Fall 2016	02/17/2016
ID10	Introduction to Interior Design		X		UNITS: 3		CTE update (textbooks)	Fall 2016	02/17/2016
ID11	History of Western Architecture and Interiors I		X		UNITS: 3		Textbook update	Fall 2016	02/17/2016
ID12	History of Western Architecture and Interiors II		X		UNITS: 3		Textbook update	Fall 2016	02/17/2016
ID427	CAD for Set and Interior Design		X		UNITS: 3		CTE update (textbooks); modification to content and objectives	Fall 2016	04/27/2016
IET403A	Electrical Motors and Controls I		X		TOTAL UNITS: 2.5 (2 lecture, .5 lab)		Modification to allow for credit by exam	Fall 2016	01/22/2016
IET411	Programmable Logic Controllers		X		UNITS: 3		Modification to textbooks, advisory, and content	Fall 2016	02/05/2016
IET420	Fundamentals of Control System Technology	X			TOTAL UNITS: 4 Lecture Units: 3 Lab Units: 1		New 4 unit Course	Fall 2016	03/04/2016
JOURN31	Student Media Practicum		X		TOTAL UNITS: 3 Lecture Units: 2 Lab Units: 1		Modification to add pre-req (JOURN10)	Fall 2016	05/12/2016
JOURN98 ABCD	Independent Study: Journalism			X	UNITS: 1-3			Spring 2016	10/22/2015
LIFE670	Transition Skills	X			TOTAL		New non-credit course	Fall 2016	05/12/2016

	and Well-Being				UNITS: 0				
MGMT492 A-H	Special Topics: Management			X	UNITS: 1			Spring 2016	10/22/2015
NF15	Nutrition I: Introduction to Nutrition Science		X		UNITS: 3		Modification to align with C-ID NUTR110	Fall 2017	05/22/2016
NURADN12	Nursing Process I			X	UNITS: 3			Spring 2016	09/09/2015
NURADN13	Mental Health and Psychiatric Nursing			X	UNITS: 2		Replaced by NURADN48	Spring 2016	09/23/2015
NURADN13L	Mental Health and Psychiatric Nursing Lab			X	UNITS: 1		Replaced by NURADN48L	Spring 2016	09/23/2015
NURADN6	Clinical Nursing Skills		X		UNITS: 1.5		Update to content and objectives	Fall 2016	03/23/2016
NURADN14	Nursing Process 1		X		UNITS: 4		Modification to allow for credit by exam; added pre-req (NURADN6)	Fall 2016	01/22/2016
NURADN25	Nursing Process II			X	UNITS: 3		(replaced by NURADN27)	Spring 2016	09/09/2015
NURADN 27	Nursing Process 2		X		UNITS:4		Modification of pre-reqs to include NURADN3&3L	Fall 2016	03/04/2016
NURADN34	Nursing Process 3		X		UNITS: 4		Modification to allow credit by exam; pre-reqs adjusted to include NURADN 3&3L	Fall 2016	01/22/2016
NURADN34L	Nursing Process 3 Lab		X		UNITS: 3		Modification to allow credit by exam	Fall 2016	04/27/2016
NURADN44	Nursing Process IV			X	UNITS: 4.5		Replaced by NURADN45	Spring 2016	09/09/2015
NURADN44L	Nursing Process IV			X	UNITS: 5		Replaced by NURADN45L	Spring 2016	09/09/2015
NURADN45	Nursing Process 4		X		UNITS: 4		Modification of Pre-reqs to include NURADN 34 &34L	Fall 2016	01/22/2016
NURADN48	Mental Health and Psychiatric Nursing		X		UNITS: 2		Prefix change (formerly NURADN13); 2 yr update (textbooks)	Fall 2016	09/23/2015
NURADN48L	Mental Health and Psychiatric Nursing		X		UNITS: 1		Prefix Change (formerly NURADN13L); 2 yr update (textbooks)	Fall 2016	09/23/2015
NURAST405	Nursing Assistant Skills Laboratory		X		UNITS: .5		CTE update (texts, objectives, description)	Fall 2016	05/12/2016
NURAST420	Home Health Aide		X		UNITS: 1.5		Modification to eliminate credit by exam	Fall 2016	05/12/2016
NURVN401	Foundations of Vocational Nursing Practice		X		UNITS: 2		CTE update	Fall 2016	05/12/2016
NURVN403	Fundamentals of Nursing		X		UNITS: 3		CTE update (textbooks)	Fall 2016	05/12/2016

NURVN403L	Fundamentals of Nursing Laboratory		X		UNITS: 2		CTE update (textbooks)	Fall 2016	05/12/2016
NURVN405	Beginning Medical Surgical Nursing		X		UNITS: 4		CTE update (textbooks)	Fall 2016	05/12/2016
NURVN405L	Beginning Medical Nursing Laboratory		X		UNITS: 3		CTE update (textbooks)	Fall 2016	05/12/2016
NURVN407A	Beginning Nursing Skills/Clinical Simulation Lab		X		UNITS: 1		CTE update (textbooks)	Fall 2016	05/12/2016
NURVN407B	Intermediate Nursing Skills/Clinical Simulation Lab		X		UNITS: 1		CTE update (textbooks)	Fall 2016	05/12/2016
NURVN407C	Intermediate Nursing Skills/Clinical Simulation Lab		X		UNITS: 1		CTE update (textbooks)	Fall 2016	05/12/2016
NURVN409	Intermediate Medical Surgical Nursing		X		UNITS: 4		Modification to update content and textbooks	Fall 2016	05/12/2016
NURVN409L	Intermediate Medical Surgical Nursing Laboratory		X		UNITS: 3		Modification to update content and textbooks	Fall 2016	05/12/2016
NURVN411	Advanced Medical Surgical Nursing		X		UNITS: 7		Textbook update	Fall 2016	05/12/2016
NURVN411L	Advanced Medical Surgical Nursing Lab		X		UNITS: 3		Textbook update	Fall 2016	05/12/2016
NURVN413	Leadership for the Vocational Nurse		X		UNITS: 3		Textbook update	Fall 2016	05/12/2016
NURVN413L	Leadership for the Voc. Nurse Lab		X		UNITS: 2		Textbook update	Fall 2016	05/12/2016
NURVN415B	Growth and Development of the Child		X		UNITS: 1		Textbook update	Fall 2016	05/12/2016
NURVN417B	Critical Thinking and the Nursing Process II		X		UNITS: 1		Textbook update	Fall 2016	05/12/2016
NURVN421L	Maternal and Child Health Nursing Lab		X		UNITS: 2		Textbook update	Fall 2016	05/12/2016
NURVN500	NCLEX Review for VN Lic. Exam		X		UNITS: 2		CTE update (textbooks, content, course description)	Fall 2016	05/12/2016

PHOTO408	Video for Photographers		X		UNITS: 4			Fall 2016	04/11/2016
PHOTO12	Studio Lighting		X		UNITS: 4		6 yr. update	Fall 2016	02/05/2016
SCSCI10	Statistics for Social Science		X		UNITS: 4	X	Modification to align with C-ID Math 110	Fall 2016	01/22/2016
SCSCI17	Human Sexuality		X		UNITS: 3	X	Mod to update textbooks and objectives	Fall 2016	01/22/2016
SOC32	Introduction to Women's Studies		X		UNITS: 3		New course written to align with C-ID SJS120	Fall 2016	04/27/2016
THEATRE30	Stagecraft		X		UNITS: 3	X	Modification to align more fully with C-ID THEATRE171; (course formerly titled "Technical Theatre")	Fall 2016	04/27/2016
THEATRE32	Theatre Design Lighting		X		TOTAL UNITS: 3 (2 Lecture, 1 Lab)		Course changed to Lecture/lab combo	Fall 2016	04/27/2016

C-ID Conditional Submissions

C-ID Descriptor	# Course(s)	Course(s)	Submitted Date	Effective Date	Status	Expires
FTVE 100	1	BRDCAST-3	3/4/2014	6/1/2013	Conditional : due 04-19-2017	19-Apr-17
FTVE 110	1	CINEMA-20	3/4/2014	1/1/2014	Conditional : due 06-24-2017	24-Jun-17
NUTR 110	1	NF -15	5/27/2016	8/1/2016	Conditional : due 07-15-2017	15-Jul-17
NUTR 120	1	HOTFS-17	4/4/2016	8/1/2013	Conditional : due 06-05-2017	5-Jun-17

2016/17 Curriculum Committee
Terms of Office

Area of Representation	Representative	Telephone	Term of Office
Curriculum Chairperson	Marie Boyd	652-6968	2015-2017
Faculty Senate President	Ardon Alger	652-6965	By Position
Business and Applied Technology	Tracy Kocher	652-6845	2015-2017
Business and Applied Technology	Wanda Baker	652-7661	2016-2018
Health Sciences	Marlene Soto	652-7604	2015-2017
Health Sciences	Michael Escobosa	652-8221	2016-2018
Instructional Support	Tom Vitzelio	652-6955	2015-2017
Kinesiology, Nutrition and Athletics	Annette Henry	652-6315	2015-2017
Kinesiology, Nutrition and Athletics	Elaine Martinez	652-6318	2016-2018
Language Arts	Stephen Calebotta	652-6942	2015-2017
Language Arts	Charmaine Phipps	652-6913	2016-2018
Library Learning Resources	Shelley Marcus	652-6809	By Position
Mathematics and Science	Rob Kopp	652-6444	2015-2017
Mathematics and Science	Angela Burk-Herrick	652-6409	2016-2018
Social and Behavioral Sciences	Linda Marcotte	652-6278	2015-2017
Social and Behavioral Sciences	Julie Song	652-6843	2016-2018
Student Services	Cherlou Opulencia	652-6203	2015-2017
Student Services	Lucy Serrano	652-8121	2016-2018
Transfer Center	?	?	2015-2017
Visual and Performing Arts	John Machado	652-6110	2015-2017
Visual and Performing Arts	Daniel Jacobo	652-6111	2016-2018
ASCC/Student Government	Arsalan Khan	Mohammad.k404@yahoo.com	
ASCC/Student Government	Marina Jimenez	mjimenez4295@panther.chaffey.edu	
Articulation Officer	Sean Stratton	652-6203	By Position
Associate Superintendent of Instruction and Institutional Effectiveness	Meridith Randall	652-6131	Annually
Catalog/Schedule Coordinator	David Schlanger	652-6137	By Position
Dean, Visual and Performing Arts	Jason Chevalier	652-6078	Annually
Administrative Assistant	Sharon Awad	652-6967	By Position

08/23/2016

Extending the Approval Process on Curricunet

THEATRE 08 Voice and Movement for the Actor

Status	Pending
Launch	2016-07-19 16:28:31.0
Process Version	New Course Approval Process
Visual	

Originate Step	**1** ***(required)***
Originator	Awaiting Approval

Dean	**2** ***(required)***
Dean	Awaiting Approval

Tech Committee	**2.5** ***(optional)***
Technical Review Committee	Awaiting Approval

Library Resource Verification	**2.5** ***(optional)***
Librarian	Awaiting Approval

Tech Committee Chair	**2.5** ***(required)***
Technical Review Committee Chair	Awaiting Approval

Tech Committee Change	**2.75** ***(required)***
Originator	Awaiting Approval

Coordinator Review	**3** ***(required)***
Coordinator	Awaiting Approval

Dean Review	**3** ***(required)***
Dean	Awaiting Approval

Curriculum Representative Review	**3** ***(required)***
Curriculum Representative	Awaiting Approval

Discipline Review	**3** ***(optional)***
Discipline Review	Awaiting Approval

Curriculum Committee First Reading	**6** ***(optional)***
Curriculum Committee Member	Awaiting Approval

First Reading Approval	**6** ***(required)***
Curriculum Committee Chair	Awaiting Approval

First Reading Changes	**6.5** ***(required)***
Originator	Awaiting Approval

Curriculum Committee Second Reading	**7** ***(optional)***
Curriculum Committee Member	Awaiting Approval

Second Reading Approval	**7** ***(required)***
Curriculum Committee Chair	Awaiting Approval

Second Reading Changes	**7.5** ***(required)***
Originator	Awaiting Approval

Final Implementation	8 *(required)*
Instruction Office	

ADDITIONS:

***Ideally each addition will be located on the "Check Status" page shown above to reflect the entire approval process of a proposal (both internal and external approvals). The additions are:**

1. Regional Consortium First Reading with fields for the date and for comments (for CTE (TOP coded) certificates/programs only)
2. Regional Consortium Second Reading with field for the date and for comments (for CTE (TOP coded) certificates/programs only)
3. C-ID approval (for courses only)
4. Chancellor's Office Approval (with an attachment feature to attach the official letter of approval from the Chancellor's Office) with fields for the date and comments

Once the Chancellor's Office has given approval, the course/program/certificate would be considered active. Once the category of ACTIVE is achieved, notifications will be sent out to the following offices, if this is possible to add:

- Vice President of Instruction (Meridith Randall)
- Articulation (Sean Stratton)
- Financial Aid (Patty Bopko)
- Counseling (Rachel Van Veldhuizen)
- Schedule and Catalog (David Schlanger)
- Admission and Records (Kathy Lucero)