

**CHAFFEY COLLEGE**  
**CURRICULUM COMMITTEE MEETING**  
**RANCHO CAMPUS BEB BUILDING, CONFERENCE ROOM 204**  
**FONTANA CAMPUS, FNAC 100**  
**CHINO CAMPUS, CHMB 143**  
**TELECONFERENCE #6759**  
**SUMMARY NOTES**  
**MARCH 22, 2017**  
**1:30pm-3:00pm**

**Members Present:**

Angela Burk-Herrick, Mathematics & Science  
Annette Henry, Kinesiology, Nutrition, & Athletics  
Ardon Alger, Faculty Senate President  
Charmaine Phipps, Language Arts  
Cherlou Opulencia, Counseling  
Elaine Martinez, Kinesiology, Nutrition, & Athletics  
Linda Marcotte, Social & Behavioral Sciences  
Marie Isabella Sandoval, Student Representative  
Marie Boyd, Curriculum Chair  
Marlene Soto, Health Sciences

Meridith Randall, Associate Superintendent of Instruction and Institutional Effectiveness  
Rob Kopp, Mathematics & Science  
Sean Stratton, Articulation Officer  
Sharon Awad, Administrative Assistant II, Curriculum  
Shelley Marcus, Library Learning Resources  
Stephen Calebotta, Language Arts  
Tracy Kocher, Business & Applied Technology  
Vanessa Thomas, Business and Applied Technology, High School Articulation

**Members Absent:**

Andrew Schnurr, Visual & Performing Arts  
David Schlanger, Catalog/Schedule Coordinator  
Jason Chevalier, Dean, Visual & Performing Arts  
John Machado, Social and Behavioral Sciences  
Julie Song, Social & Behavioral Sciences

Kathy Lucero, Admissions and Records  
Lucy Serrano, Counseling  
Michael Escobosa, Health Sciences  
Patricia Bopko, Financial Aid  
Wanda Baker, Business & Applied Technology

**Guests:**

Stephen Shelton, Language Arts

1. **Call To Order/New Committee Members:** The meeting was called to order at 1:42p.m.
2. **Review and Approval of March 1, 2017 Expanded Summary Notes:** The summary notes were approved 13/0/0 as presented.
3. **Discussion Items:**
  - 3.1. **Non-Credit Policy from ListServ:** Dr. Randall shared that there is a Noncredit Conference in Sacramento in May and encouraged faculty to attend. The Non-Credit Policy will be discussed at the next meeting.
  - 3.2. **Checking LMI and Advisory Minutes during Technical Review:** The Vocational CTE item on the program checklist has been reinstated for CTE programs to upload advisory committee meeting minutes, labor market analysis from the Center of Excellence, and regional consortium approval. These documents will be now reviewed during Technical Review so that all CTE programs and documentations are looked at closely before local approval.
4. **Interdisciplinary Studies-Name Change and Description Edits:** The Chair distributed the word report for the Interdisciplinary Studies: Arts and Humanities proposal that reflected a title and description change as discussed by the Curriculum Committee at January 18, 2017 and February 1, 2017 meetings. The other three existing University Studies Degrees will also be modified to reflect similar changes by the end of the academic year. A request was made again for originators from Counseling to please remove their proposals to eliminate potential confusion in Curriculum Committee readings.

## 5. Regional Consortium:

### 5.1. Announcements:

1. Programming Foundations Certificate of Achievement

### 5.2. In Development:

1. International Business A.S. Degree
2. International Business Certificate of Achievement

### 5.3. Recently Endorsed

1. Professional Baking and Patisserie Certificate of Achievement
2. Leadership in Criminal Justice Certificate of Achievement

## 6. Board Report:

### Curriculum 2016-2017

#### New Courses

	Discipline	Course ID	TOP Code	Title	Units
1.	Astronomy	ASTRON-27	1911.00	Life in the Universe	3
2.	Business & Office Technologies	BUSOT-64	0514.00	Microsoft Office Access-Comprehensive	3
3.	Computer Information Systems	CIS-421	0702.00	Social Media Technology	1.5
4.	Computer Information Systems: Web Development	CISIWEB-74	0707.10	Creating Dynamic Web Content using JavaScript	3
5.	Industrial Maintenance	IM-604	0945.00	Industrial Mechanical Math and Precision Tools	0
6.	Industrial Maintenance	IM-605	0945.00	Introduction to Industrial Piping	0
7.	Industrial Maintenance	IM-606	0945.00	Introduction to Valves, Bearings and Testing	0
8.	Industrial Maintenance	IM-607	0945.00	Installation of Bearings, Couplings, Seals, and Drives	0
9.	Guidance	GUID-6	4930.10	Successful College Transition	2
10.	Kinesiology	KINACT-28A	0835.10	Beginning Yoga	1
11.	Kinesiology	KINACT-28B	0835.10	Intermediate Yoga	1
12.	Theatre	THEATRE-37	1007.00	Musical Theatre Performance II	3
13.	Theatre	THEATRE-44	1006.00	Audio/Visual Design in Theatre and Live Entertainment	3

#### Courses – Modifications

	Discipline	Course ID	TOP Code	Title	Units
1.	Astronomy	ASTRON-26	1911.00	Stars and Galaxies	3
2.	Business Management	BUSMGT-13	0510.00	Supply Chain Management	3
3.	Business Management	BUSMGT-14	0510.00	Transportation Management	3

4.	Business Management	BUSMGT-48	0506.00	Quality Management	3
5.	Computer Information Systems	CISCO-1	0708.00	Cisco Internetworking I	4
6.	Computer Information Systems	CISCO-2	0708.00	Cisco Internetworking II	4
7.	Computer Information Systems	CISCO-3	0708.00	Cisco Internetworking III	4
8.	Computer Information Systems	CISCO-4	0708.00	Cisco Internetworking IV	4
9.	Computer Information Systems	CISCO-415	0708.00	Cisco Internetworking V	4
10.	Computer Information Systems	CISCO-416	0708.00	Cisco Internetworking VI	4
11.	Computer Information Systems	CISCO-417	0708.00	Cisco Internetworking VII	4
12.	Computer Information Systems	CISCO-418	0708.00	Cisco Internetworking VIII	4
13.	Computer Information Systems	CISCO-419	0708.10	Cisco Internetworking IX	4
14.	English	ENGL-77	1503.00	Latino Literature	3
15.	Hospitality Management: Food Service	HOTFS-482	1307.00	Industry Internship: Hospitality Management	1

#### Courses – Deactivations

	Discipline	Course ID	TOP Code	Title	Units
1.	Computer Information Systems: Programming	CISPROG-3	0707.10	Fundamentals of Visual Basic Programming	3

#### Courses – Distance Education

	Discipline	Course ID	TOP Code	Title	Units
1.	Art	ART-15	1002.10	Color Theory	3
2.	Astronomy	ASTRON-26	1911.00	Stars and Galaxies	3
3.	Astronomy	ASTRON-27	1911.00	Life in the Universe	3
4.	Child Development	CDE-2	1305.00	Child Growth and Development	3
5.	Computer Information Systems	CIS-421	0702.00	Social Media Technology	1.5
6.	Computer Information Systems	CISCO-1	0708.00	Cisco Internetworking I	4
7.	Computer Information Systems	CISCO-2	0708.00	Cisco Internetworking II	4
8.	Computer Information Systems	CISCO-3	0708.00	Cisco Internetworking III	4
9.	Computer Information Systems	CISCO-4	0708.00	Cisco Internetworking IV	4
10.	Computer Information Systems	CISCO-415	0708.00	Cisco Internetworking V	4

11.	Computer Information Systems	CISCO-416	0708.00	Cisco Internetworking VI	4
12.	Computer Information Systems	CISCO-417	0708.00	Cisco Internetworking VII	4
13.	Computer Information Systems	CISCO-418	0708.00	Cisco Internetworking VIII	4
14.	Computer Information Systems	CISCO-419	0708.10	Cisco Internetworking IX	4
15.	Computer Information Systems: Web Development	CISIWEB-74	0707.10	Creating Dynamic Web Content using JavaScript	3
16.	English	ENGL-77	1503.00	Latino Literature	3

### Programs of Study – New Programs

	Program of Study	AA/AS/C	TOP Code	Title	Units
1.	Business & Office Technologies	Certificate of Achievement	0514.20	Electronic Health Records Specialist	13.5
2.	Industrial Maintenance	Certificate of Competency	0945.00	Industrial Mechanics	0
3.	Business & Office Technologies	Certificate of Achievement	0514.20	Inpatient Medical Coder Specialist	18
4.	Business & Office Technologies	Certificate of Achievement	0514.20	Medical Biller Specialist	16.5
5.	Business & Office Technologies	Certificate of Achievement	1005.00	Musical Theatre Performance	22-23
6.	Business & Office Technologies	Certificate of Achievement	0514.20	Outpatient Medical Coder Specialist	18
7.	Computer Information Systems	Certificate of Career Preparation	0702.00	Social Media	7.5

### Programs of Study –Modifications

	Program of Study	AA/AS/C	TOP Code	Title	Units
1.	Chinese	A.A.	1107.00	Chinese Studies	19
2.	Computer Information Systems	Certificate of Achievement	0702.00	Computer Information System	32.5
3.	Culinary	Certificate of Achievement	1306.30	Culinary Arts	36
4.	Hospitality Management: Food Service	Certificate of Achievement	1307.10	Hospitality Management: Food Service	32
5.	Hospitality Management: Hotel Management	A.S.	1307.20	Hospitality Management: Hotel Management	30
6.	Hospitality Management: Hotel Management	Certificate of Achievement	1307.20	Hospitality Management: Hotel Management	31
7.	Industrial Electrical Technology	A.S.	0934.40	Industrial Electrical Technology	36
8.	Business	A.S	0508.00	International Business	31

**7. Miscellaneous:**

- 7.1. The Chair congratulated the newly tenured faculty, Cherlou Opuencia and Robert Kopp.
- 7.2. The Chair thanked Ardon Alger for his wonderful service and exemplary leadership as Faculty Senate President.
- 7.3. The Chair shared that Curriculum will have a Vice Chair to work alongside the Curriculum Chair. Due to the growing nature of curriculum, a Vice Chair would be extremely beneficial to the Curriculum process as well as the college. The goal is to have collected names of those interested for the position by April 5, 2017.
- 7.4. The Chair announced that the Curriculum Committee elections will be held in the next month and listed which members are up for reelections.
  - 1. Annette Henry, Kinesiology, Nutrition, and Athletics
  - 2. Cherlou Opuencia, Student Services
  - 3. Instructional Support Representative
  - 4. John Machado, Visual and Performing Arts
  - 5. Linda Marcotte, Social and Behavioral Sciences
  - 6. Marlene Soto, Health Sciences
  - 7. Rob Kopp, Mathematics and Science
  - 8. Stephen Calebotta, Language Arts
  - 9. Tracy Kocher, Business and Applied Technology

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

- 8.1. Added CUL 442 as a two-way co-requisite to CUL 17.
- 8.2. Removed duplicate CDE 430A from the Child Development A.S. Degree (pending version).

**9. Old Business**

**Course Reactivations: Second Reading:** *Affected programs have been launched.*

<b>BUSOTMD-410</b>	Current Procedural Terminology	Approval: 14/0/0
<b>BUSOTMD-420</b>	Basic ICD-10-CM Coding	Approval: 14/0/0
<b>BUSOTMD-430</b>	Intermediate Level ICD-10-CM, ICD-10-PCS Coding	Approval: 14/0/0
<b>BUSOTMD-440</b>	Medical Billing, Reimbursement, and Compliance	Approval: 14/0/0

**Program Modifications: Final Reading**

<b>Supply Chain Management</b>	A.S. <i>Request for Discussion: Description was edited to add occupations.</i>	Approval: Tabled
<b>Theatre Performance</b>	A.A. <i>Description edits recommended by committee member.</i>	Approval: 14/0/0

**Program Reactivations: Final Reading**

<b>Medical Insurance Biller Specialist</b>	Certificate of Achievement	Approval: 14/0/0
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**10. New Business**

**New Courses: First Reading**

<b>AMT-400</b>	Aircraft Electrical and Avionics Theory, Repair and Troubleshooting	Approval: 14/0/0
<b>DANCE-25</b>	Placement for the Dancer <i>Title, description, and content is similar to KINACT 28A in the mention of pilates/yoga. Description should be changed to</i>	Approval: Tabled

	<i>reflect conditioning for dancer only, and all references to pilates should be removed throughout the entire COR.</i>	
<b>IM-608</b>	Setting Baseplates and Alignment	Approval: 15/0/0
<b>IM-610</b>	Fundamentals of Pressure, Heating & Cooling Systems <i>Out of class assignments were added.</i>	Approval: 15/0/0
<b>IM-611</b>	Troubleshooting Pumps and Gearboxes	Approval: 15/0/0
<b>IM-612</b>	Advanced Blueprint Reading and Introduction to Supervisory Skills	Approval: 15/0/0
<b>IM-613</b>	Advanced Mechanical Topics I	Approval: 15/0/0
<b>IM-614</b>	Advanced Mechanical Topics II	Approval: 15/0/0

#### **New Courses: First and Second Reading**

<b>ESL-502</b>	ESL for the Workplace and Academic Success	Approval: 15/0/0
<b>GERO-407</b>	Gerontology Career Cooperative Education <i>“Internship” was removed from the title and the DE component was removed.</i>	Approval: 15/0/0

#### **New Courses with DE: First Reading**

<b>BUSL-407</b>	Criminal Law & Procedure <i>The Chair would like CJ faculty to discuss this course with BUSL faculty.</i>	Approval: 15/0/0
<b>BUSMGT-470</b>	Essentials of Facilities Management <i>Need DE addendum and rationale.</i>	Approval: 15/0/0

#### **Course Modifications: First Reading**

<b>BUSL-50</b>	Legal Aspects of Real Estate	Approval: 15/0/0
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#### **Course Modifications: First and Second Reading**

<b>CUL-17</b>	Principles of Food Preparation <i>Comment about corequisite was addressed.</i>	Approval: 15/0/0
<b>CUL-22</b>	Restaurant and Catering Operations	Approval: 15/0/0
<b>GERO-463</b>	Social Work Designee/Assistant Training	Approval: 15/0/0
<b>HOTFS-14</b>	Quality Food Production	Approval: 15/0/0
<b>IET-415</b>	Advanced Electricity Laboratory <i>Curriculum Rep comment has been addressed. Comment made about writing out of class assignment.</i>	Approval: 15/0/0
<b>IET-417</b>	Electrical Troubleshooting	Approval: 15/0/0
<b>IET-420</b>	Fundamentals of Control Systems <i>Curriculum Rep comment has been addressed.</i>	Approval: 15/0/0
<b>NURVN-421</b>	Maternal and Child Health Nursing	Approval: 15/0/0

#### **Course Modifications with DE: First Reading**

<b>ENGL-33</b>	Introduction to Poetry <i>Comments made about SLOs. SLOs will need to be inputted.</i>	Approval: 15/0/0
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#### **Course Modifications with DE: First and Second Reading**

<b>ENGL-1B</b>	Advanced Composition and Critical Thinking	Approval: 15/0/0
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**Courses: Distance Education:**

<b>BUSMGT-42</b>	Human Resource Management	Approval: 15/0/0
<b>CJ-51</b>	Introduction to Corrections	Approval: 15/0/0
<b>CJ-413</b>	Police Supervision, Leadership and Management	Approval: 15/0/0

**Course Reactivations: First Reading:** *Affected programs have been launched.*

<b>BUSOTMD-408</b>	Coding of Body Systems for Medical Coding and Billing <i>Should the order be Billing and Coding?</i>	Approval: 15/0/0
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**Course Deactivations:**

<b>CRSCI-410</b>	Street Gangs and Subculture <i>No Course Impact</i>	Approval: 15/0/0
<b>CRSCI-411</b>	Juvenile Corrections <i>No Course Impact</i>	Approval: 15/0/0
<b>HOTFS-18</b>	Sanitation, Safety, and Equipment Management <i>All affected degrees within the discipline have been launched, except the Dietetic Service Supervisor CA which is in a different discipline.</i>	Approval: 15/0/0
<b>HOTFS-436A</b>	Culinary Arts I <i>All affected degrees and courses have been launched to reflect this deactivation.</i>	Approval: 15/0/0
<b>HOTFS 436B</b>	Culinary Arts II <i>All affected degrees and courses have been launched to reflect this deactivation.</i>	Approval: 15/0/0
<b>HOTFS-437</b>	Principles of Baking <i>All affected degrees and courses have been launched to reflect this deactivation.</i>	Approval: 15/0/0
<b>IET-409</b>	Static Devices <i>All affected degrees and courses have been launched to reflect this deactivation.</i>	Approval: 15/0/0

**New Programs: Final Reading**

<b>Entertainment Technology</b>	Certificate of Career Preparation <i>Vocational documents need to be reviewed.</i>	Approval: Tabled
<b>Industrial Maintenance</b>	Certificate of Career Preparation <i>Vocational documents need to be reviewed.</i>	Approval: Tabled

**Program Modifications: Final Reading**

<b>Accounting</b>	A.S.	Approval: 15/0/0
<b>Accounting</b>	Certificate of Achievement	Approval: 15/0/0
<b>California State University - General Education</b>	Certificate of Achievement <i>Faculty member would like to leave certificate as is and is aware of the committee's comments. Originator would like to keep as is since the format of the degree has not changed in ten years.</i>	Approval: 15/0/0
<b>Industrial Electrical Technology Level II</b>	Certificate of Achievement	Approval: 15/0/0

<b>Industrial Electrical Technology Level III</b>	Certificate of Achievement	Approval: 15/0/0
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**11. Adjournment:** The meeting was adjourned at 2:58p.m.



Attendance and Vote Count 3/22/2017

Name	BUSL-407 1 <sup>st</sup> Reading	BUSMGT-470 1 <sup>st</sup> Reading	BUSL-50 1 <sup>st</sup> Reading	CUL-17 1 <sup>st</sup> /2 <sup>nd</sup> Reading	CUL-22 1 <sup>st</sup> /2 <sup>nd</sup> Reading	GERO-463 1 <sup>st</sup> /2 <sup>nd</sup> Reading	HOTFS-14 1 <sup>st</sup> /2 <sup>nd</sup> Reading	IET-415 1 <sup>st</sup> /2 <sup>nd</sup> Reading	IET-417 1 <sup>st</sup> /2 <sup>nd</sup> Reading	IET-420 1 <sup>st</sup> /2 <sup>nd</sup> Reading	NURVN-421 1 <sup>st</sup> /2 <sup>nd</sup> Reading	ENGL 1B 1 <sup>st</sup> /2 <sup>nd</sup> Reading	ENGL-33 1 <sup>st</sup> Reading	BUSMGT-42 DE	CJ-51 DE	CJ-413 DE	BUSOTMD-408 1 <sup>st</sup> Reading	CRSCI-410 Deactivation
Andrew Schnurr																		
Angela Burk-Herrick	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
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
David Schlanger																		
Elaine Martinez	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Jason Chevalier																		
John Machado																		
Julie Song																		
Linda Marcotte	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Lucy Serrano																		
Marlene Soto	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Meridith Randall	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Michael Escobosa (Via Teleconference-CHMB 143)																		
Rob Kopp	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
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
Tracy Kocher	X	X	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	X	X
Wanda Baker																		
<b>Total Counts</b>	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15

Non Voting	
Kathy Lucero	
Marie Boyd	X
Marie Isabell Sandoval	X
Patricia Bopko	
Sharon Awad	X

Guests
Stephen Shelton



