

CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
RANCHO CAMPUS BEB BUILDING, CONFERENCE ROOM 204
FONTANA CAMPUS, FNAC 100
CHINO CAMPUS, CHMB 143
TELECONFERENCE #6759
SUMMARY NOTES
August 23, 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
Daniel Jacobo, Visual and Performing Arts
David Schlanger, Catalog/Schedule Coordinator
Elaine Martinez, Kinesiology, Nutrition, & Athletics
Helen Leung, Counseling
Jason Chevalier, Dean, Visual & Performing Arts
Jeffrey Laguna, Health Sciences
John Machado, Visual & Performing Arts
Linda Marcotte, Social & Behavioral Sciences
Maria-Isabella Sandoval, Student Representative
Marie Boyd, Curriculum Chair
Mark Ford, Chino Representative
Marlene Soto, Health Sciences

Megan Keebler, Instructional Support
Meridith Randall, Associate Superintendent of Instruction and Institutional Effectiveness
Michael Escobosa, Health Sciences
Naomi McCool, Social and Behavioral Sciences
Patricia Bopko, Financial Aid
Rob Kopp, Mathematics & Science
Sean Stratton, Articulation Officer
Sharon Awad, Administrative Assistant II, Curriculum
Shelley Marcus, Library Learning Resources
Stephen Calebotta, Language Arts
Stephen Shelton, Vice Chair
Tracy Kocher, Business & Applied Technology
Vanessa Thomas, Business and Applied Technology, High School Articulation
Wanda Baker, Business & Applied Technology

Members Absent:

Kathy Lucero, Admissions and Records
Lucy Serrano, Counseling

Guests:

Doug Yegge, Mathematics
Kelly Ford, Visual and Performing Arts
Luke Gunderson, Social and Behavioral Sciences

Misty Burrue, Visual and Performing Arts
RuthAnn Garcia, Interim Transfer Center
Sheila Malone, Visual and Performing Arts

1. **Call To Order/New Committee Members:** The meeting was called to order at 1:32p.m. The Chair introduced our new Curriculum Committee members: Naomi McCool, Megan Keebler, Helen Leung, Jeffrey Laguna, Mark Forde, and Steve Shelton as the new Vice Chair of Curriculum. She also announced current member Vanessa Thomas' new position as the Associate Dean of Strong Workforce Development. The Chair welcomed our guests: Sheila Malone, Kelly Ford, Luke Gunderson, Misty Burrue, and RuthAnn Garcia.
2. **Public Comments:** The Administrative Assistant for Curriculum reminded the committee that all meetings are recorded to ensure accuracy of summary notes. Shelley Marcus thanked the Chair for her eminent role in curriculum locally and state-wide. She also thanked the Administrative Assistant for the work she does in the Curriculum Office. The Administrative Assistant also announced that the quorum for the academic year is fourteen.
3. **Review and Approval of May 10, 2017 Expanded Summary Notes:** All present voting members approved the summary notes.
4. **Discussion Items:**
 - 4.1. **Curriculum Committee Goals:** The Chair shared the Curriculum Committee Goals for the academic year. Clarification was needed from some members on the AP Score Consistency goal. The Catalog and Schedule

Coordinator clarified that AB 1985 went into effect this fall semester and requires the Community Colleges to align with a standardize applicability of AP Exams to the local general education pattern of the community colleges. As of this semester, Chaffey College now accepts all AP Exams (with the exception of five) in which the college must apply credit for the General Education areas toward graduation. Faculty still determine AP exam course equivalencies for local purposes (major requirement applicability, prerequisite clearances, and degree-applicable unit credit). This list is reflected in the 2017-2018 Catalog (pp. 26-27). The Articulation Officer would like each department to provide a class in which AP credit can be given. Military Credit for Prior Learning was also questioned and the Chair stated that more guidance will be given from the Chancellor's Office. There was a unanimous vote for approval for the goals.

4.2. Changes to Curricunet Queue (Flow Chart): The Administrative Assistant presented the Curricunet Flow Chart in document form and with a live viewing in Curricunet. The Curricunet queue has been updated to align with the streamlining efforts of the Chancellor's Office. Some changes include the rearrangement of the steps in the approval process. Internal Review is now placed at the forefront to ensure Curriculum was discussed with the department before being reviewed by the Technical Review Committee. Technical Review committee will then review and move a proposal forward straight to the Curriculum Committee, a common practice statewide. The new Curricunet Queue also removes the Extended Approval process discussed last year.

A major change made the process was the removal of the Coordinator step. A question was also posed from the Curriculum Office as to whether or not the Discipline Review step is needed in the queue process and if that step actually determines that discipline faculty were consulted in the process. Discussion ensued both favoring the removal of the Coordinator and opposing the removal. Discussion that supported the removal was centered on the ideas that Coordinators are to assist the Deans and the Deans already have an approval step. Those is disagreement believe that Coordinators have a stronger role in curriculum and should remain in the queue.

Similar points were discussed in regards to Discipline Review. Many members voiced their concerns at the possibility of removing this step. They believe discipline faculty should remain in the approval process and be able to comment on the Curriculum in Curricunet. The Chair and CIO shared that all Curriculum items should ideally be discussed during School/Department meetings especially during FLEX. That ensures that discipline faculty are aware of the Curriculum projects for the upcoming academic year. The Chair asked everyone to consider the points discussed and to be ready to vote on the process at the next meeting.

4.3. Curriculum Guidelines for Review: Discussion was integrated with item 4.2. and will be continued at the September 6, 2017 meeting.

1. **Dean**
2. **Curriculum Representative**
3. **Discipline Review**
4. **Technical Review Committee**
5. **Curriculum Committee Member**
6. **Others:**
 - 4.3.6.1. **Faculty**
 - 4.3.6.2. **Faculty Senate**
 - 4.3.6.3. **Governing Board**

5. Board Report: There is a comprehensive Monitoring Report of all approved Curriculum during the 2016-2017 academic year. To see a list of all curriculum approved by the Governing Board during the 2016-2017 academic year, please view the public Curriculum folder on the Z-drive and select the "End of the Year Reports" folder and click on "End of Year Report 16-17".

6. Miscellaneous:

7. Consent Agenda: The consent agenda was approved by all voting members.

7.1. Per committee request on 5/10/2017, reference to laboratory assignments and laboratory projects was removed from the Methods of Instruction and Methods of Evaluation from the CISNTWK-413 COR.

7.2. Short-title for FIRETEC-10 was changed to "Wildland Fire Control" which is the title of the course.

- 7.3. Various typos for EMT-405 and EMT-411 have been corrected.
- 7.4. Third out-of-class assignment was added to CJ-459.
- 7.5. Per faculty request, all “Pre-Law” language was removed and replaced with “Pathway to Law School” to match the title of the “Pathway to Law School” Certificate (formally Pre-Law Certificate).
- 7.6. Per committee request, faculty provided an assignment for ACCT-70 which was added to the COR.
- 7.7. Per faculty request, description for COOPED has been edited.

7.8. Course Modifications with Text Book Updates Only or No Changes

AMT-16A	Aviation Materials, Processes, Inspections & Regulations
AMT-16B	Aviation Science
AMT-28A	Powerplant: Reciprocating Engine Inspection
AMT-38A	Airframe Structure: Structure Fabrication
AMT-38B	Airframe Structure: Hydraulic Systems
AMT-38C	Airframe Structure: Aircraft Secondary Systems and Components
CDE-3	Observation and Assessment
CDE-4	Child, Family, and Community
CDE-5	Health, Safety and Nutrition
CDE-8	Curriculum Development: Math and Sciences
CDE-23	Introduction to Children with Special Needs
CISGAME-403	Fundamentals of Game Programming
CISGAME-420	Mobile/Web Game Development
CISPROG-1	Introduction to Computer Programming
IET-482	Internship in Industrial Electricity
PHARMT-421	Community Pharmacy Operations
PS-1	American Politics
PS-3	California Politics and Culture
PS-32	Law and Society
STAT-10	Elementary Statistics

8. New Business

New Courses: First Reading

MATH-415	Statway I <i>Doug Yegge will be present to answer any questions regarding the course toward the end of the meeting.</i>	Approval: 21/0/0
-----------------	--	------------------

New Courses: First and Second Reading

THEATRE-8	Voice and Movement for the Actor <i>In Theatre Performance A.A. approved on March 22, 2017. Kelly was here to present the spoken word emphasis and removal of tension from the actors and is not singing.</i>	Approval: 24/0/0
------------------	--	------------------

Course Modifications: First Reading

AMT-15	Introduction to Aviation Maintenance for Airframe and Powerplant	Approval: 24/0/0
AMT-25	Powerplant: Aircraft Reciprocating Engines <i>Lab content has been added.</i>	Approval: 24/0/0

AMT-26	Powerplant: Engine Instrumentation, Lubrication, Electrical <i>Lab content has been added.</i>	Approval: 24/0/0
AMT-28B	Powerplant: Electrical Systems	Approval: Tabled
AMT-28C	Powerplant: Turbine Engine Auxiliary System	Approval: 24/0/0
AMT-35	Airframe Structures: Fabrication, Inspection and Repair <i>Lab content has been added.</i>	Approval: 24/0/0
AMT-36	Airframe Primary Systems <i>Lab content has been added.</i>	Approval: 24/0/0
AMT-37	Airframe Secondary Systems <i>Lab content has been added.</i>	Approval: 24/0/0
AUTOTEC-10	Service and Repair <i>Out of class assignment has been added.</i>	Approval: 24/0/0
AUTOTEC-422	Fuel, Ignition, and Emission Control Systems <i>Out of class assignment has been added</i>	Approval: 24/0/0
BUSOT-60B	Microsoft Office Word	Approval: 24/0/0
BUSOT-452	Office Financial Bookkeeping	Approval: 24/0/0
BUSOT-462	Digital Transcription and Voice Recognition	Approval: 24/0/0
DENTAL-400	Dental Assisting Core Sciences <i>Lab content has been added.</i>	Approval: 24/0/0
DENTAL-410	Dental Assisting Preclinical Sciences	Approval: 24/0/0
DENTAL-420	Radiography for Dental Assistants	Approval: 24/0/0
DENTAL-430	Clinical Practice <i>Third out of class assignment has been added.</i>	Approval: 24/0/0
ED-400	Introduction to Education and Teaching	Approval: 23/0/1
EGTECH-10	Introduction to Engineering Design/Graphics	Approval: 23/0/1
EGTECH-16	Computer Integrated Manufacturing - CNC Material Removal	Approval: 23/0/1
JOUR-10	Newswriting	Approval: 23/0/1
JOUR-11	Multimedia Reporting	Approval: 23/0/1
JOUR-30	Student Media Practicum I	Approval: 23/0/1
JOUR-31	Student Media Practicum II <i>Needs lab content</i>	Approval: 23/0/1
MATH-410	Elementary Algebra	Approval: 23/0/1
PHARMT-403	Principles of Community Pharmacy Practice <i>Out of class assignment has been added.</i>	Approval: 23/0/1
PHARMT-404	Principles of Institutional Pharmacy Practice	Approval: 23/0/1
PHARMT-405	Sterile Products	Approval: 23/0/1
PHARMT-410	Over-The-Counter Products	Approval: 23/0/1
PHARMT-415	Pharmaceutical Calculations <i>Out of class assignment has been added.</i>	Approval: 23/0/1
PHARMT-421L	Community Pharmacy Operations Laboratory	Approval: 23/0/1
PHARMT-431	Institutional Pharmacy Operations	Approval: 23/0/1
PHARMT-431L	Institutional Pharmacy Operations Laboratory	Approval: 23/0/1
PHARMT-482	Clinical Externship	Approval: 23/0/1
THEATRE-50	Main Stage Production Workshop I <i>Added to Theatre ADT</i>	Approval: Tabled

	<i>Sheila Malone said that she would like to change some elements of the courses to separate the performance from technical aspect of each...</i>	
THEATRE-51	<p>Main Stage Production Workshop II <i>In Theatre Performance A.A. approved on March 22, 2017.</i> <i>THEATRE-55 has a C-ID 192, and should actually be THEATRE-51. She plans to deactivate THEATRE-55</i></p> <p><i>Certificate modifications need to be launched together as a packet.</i></p>	Approval: Tabled

Course Modifications: First and Second Reading

ACCTG-70	<p>Cost Accounting <i>Out of class assignment has been added.</i></p>	Approval: 24/0/0
AMT-27	<p>Powerplant: Reciprocating Engine Fuel & Auxiliary Systems <i>Lab content has been added.</i></p>	Approval: 24/0/0
BIOL-92A-H	Special Topics: Biology	Approval: 24/0/0
BIOL-92LA-H	Special Topics Laboratory: Biology	Approval: 24/0/0
BIOL-98ABC	Independent Study: Biology	Approval: 24/0/0
CDE-1	Principles & Practices in Early Childhood Education	Approval: 24/0/0
CDE-2	Child Growth and Development	Approval: 24/0/0
CDE-6	Teaching in a Diverse Society	Approval: 24/0/0
CDE-7	Curriculum Development: The Creative Arts	Approval: 24/0/0
CDE-415	Dynamics of Play	Approval: 24/0/0
CDE-416	Brain Research and the Implications for Classroom Teaching	Approval: 24/0/0
CISGAME-1	Fundamentals of Game Development	Approval: 24/0/0
DRAFT-20	Computer-Aided Drafting and Design	Approval: 23/0/1
DRAFT-21	Mechanical Design I	Approval: 23/0/1
DRAFT-41	Mechanical Design and Drafting II	Approval: 23/0/1
DRAFT-43	Advanced CAD Modeling and Applications	Approval: 23/0/1
DRAFT-50	Architectural Design I	Approval: 23/0/1
DRAFT-53	Architectural Applications of CAD	Approval: 23/0/1
DRAFT-78	Advanced Mechanical Design Applications	Approval: 23/0/1
EGTECH-12	Principles of Engineering	Approval: 23/0/1
ENGIN-26	Engineering Graphics and CAD	Approval: 23/0/1
FIRETEC-420	<p>Fire Inspector 1A – Duties and Administration <i>ENGL-475 can be removed from this course according to Institutional Research as they “have no evidence for or against the pre-req”.</i></p>	Approval: 23/0/1
IET-401A	Introduction to Electricity	Approval: 23/0/1
IET-401B	Industrial Basic Controls	Approval: 23/0/1
IET-403B	Electrical Motors and Controls II	Approval: 23/0/1
IET-405	National Electric Code	Approval: 23/0/1
IET-407	Electrical Blueprints	Approval: 23/0/1

IET-413	Intermediate Programmable Logic Controllers	Approval: 23/0/1
IET-421	AC Variable Frequency Speed Drive	Approval: 23/0/1
IETELMT-430	Hydraulic Fundamentals	Approval: 23/0/1
IETELMT-432	Electrical Control of Hydraulic Systems	Approval: 23/0/1
PHARMT-401	Pharmacology of the Body Systems I	Approval: 23/0/1
PHARMT-402	Principles of Community Pharmacy Practice	Approval: 23/0/1
PS-10	Comparative Politics	Approval: 23/0/1
PS-25	Latino Politics	Approval: 23/0/1

Course Modifications with DE: First Reading

BUSOT-62	Microsoft Office Outlook	Approval: 23/0/1
BUSOT-400	Job Search and Interviewing Technique	Approval: 23/0/1
BUSOT-455	Fundamentals of English for Business	Approval: 23/0/1
GERO-23	Aging and Older Adulthood	Approval: 23/0/1

Course Modifications with DE: First Reading and Second Reading

BUSOT-63	Microsoft Office Excel - Comprehensive	Approval: 23/0/1
GERO-400	Principles of Caregiving: Older Adults and Their Care	Approval: 23/0/1
MATH-25	College Algebra	Approval: 23/0/1

Courses: Deactivations

CISGAME-402	Fundamentals of Game Development II <i>No affected programs, certificates, or courses.</i>	Approval: 23/0/1
--------------------	---	------------------

Programs: Final Reading

Theatre Arts	A.A.-T	Approval: Tabled
---------------------	--------	------------------

9. **Adjournment:** The meeting was adjourned at 3:03p.m.

Attendance and Vote Count-8/23/2017

Name	Attendance	Summary Notes	Consent Agenda	MATH-415 1 st Reading	THEATRE-8 1 st /2 ND Reading	AMT-15 1 st Reading	AMT-25 1 st Reading	AMT-26 1 st Reading	AMT-28B 1 st Reading	AMT-28C 1 st Reading	AMT-35 1 st Reading	AMT-36 1 st Reading	AMT-37 1 st Reading	AUTOTEC-10 1 st Reading	AUTOTEC-422 1 st Reading	BUSOT-60B 1 st Reading	BUSOT-452 1 st Reading	BUSOT-462 1 st Reading
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
Charmaine Phipps	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
David Schlanger	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
Helen Leung	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
Jeffrey Laguna	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
Linda Marcotte	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Lucy Serrano																		
Mark Forde	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
Megan Keebler	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Michael Escobosa	X	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	X	X
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	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	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Total Counts	24	21	24	21	24	24	24	24	24	24	24	24	24	24	24	24	24	24

Guests:

1. Doug Yegge
2. Kelly Ford
3. Luke Gunderson
4. Misty Burruel
5. RuthAnn Garcia
6. Sheila Malone

Non-Voting	
Kathy Lucero	
Marie Boyd	X
Marialsabell Sandoval	X
Meridith Randall	X
Patricia Bopko	X
Sharon Awad	X
Stephen Shelton	X

