CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
SUMMARY NOTES
October 20, 2021
1:30pm-3:00pm
VIA ZOOM ONLY

MEETING LINK: https://chaffey-edu.zoom.us/j/97402717669
BY PHONE: **+1 669 900 6833 (US Toll)**
MEETING ID: **974 0271 7669**

Members Present:

Angela Burk-Herrick, Curriculum Chairperson

Annette Henry, KNA
Candice Hines-Tinsley, KNA
Carol Hutte, Library Learning Resources
Christina Holdiness, Instructional Support
Christina McPeck, Social and Behavioral Sciences
Daniel Jacobo, Visual and Performing Arts
Grace Wong, HFIC
Janeth Rodriguez, Executive Director, Enrollment Services
and Student Support
Jo Alvarez. Program Services and Review
Joan Godinez, Counseling
Joann Eisberg, Mathematics and Science
Jonathan Polidano, CTE Liaison
Kathy Galipeau, HFIC
Kirk Collins, Counseling

Lisa Doget, Health Sciences
Markazon Romero, Business and Applied Technology
Maryline Chemama, Mathematics and Science
Megan Keebler, Instructional Support
Naomi McCool, Social and Behavioral Sciences
Neil Watkins, Academic Senate President
Nicole Farrand, Visual and Performing Arts
Rob Rundquist, Dean of Institutional Effectiveness
RuthAnn Valencia, Transfer Center
Ryan Sipma, Catalog and Schedule
Shannon Jessen, SLO Facilitator
Sharon Alton, Language Arts
Shireen Awad, Curriculum Specialist
Stephen Calebotta, Language Arts

Members Absent:
Julie Law, Articulation Officer
Julie Leahy, Health Sciences
Patricia Bopko, Financial Aid

Guests:
Angela Ybarra, Student
David Nimri, Faculty
Manar Hijaz, Faculty
Rose Ann Osmanian, Faculty
Tara Johnson, Faculty

1. **Call to Order/Roll Call:** The meeting was called to order at 1:34 p.m.

2. **Public Comment:** Art, Communication and Design Success Center Faculty member, Rose Ann Osmanian, commended the English faculty for their incorporation of equity in the ENGL-1A COR. She noticed the removal of the success center requirement from the COR. She mentioned that the removal of the success center language may have unintended negative impacts. She asked the committee to table the approval of ENGL-1A until more discussion can be had between the Success Centers and the English department.

3. **Review and Approval of October 6, 2021 Expanded Summary Notes:** The summary notes were approved 20/0/1.

4. **Curriculum Office Reports**

   4.1. **Curriculum Chair:** The Chair shared that the Distance Education page in META has been updated to match the AP. The new page will appear for any future proposals.

   4.2. **Curriculum Specialist:** The Chair and Specialist encourage the Committee to attend the ASCCC Fall Curriculum Regional on October 21, 2021 from 1:00-4:00. They can register here.

   4.3. **Catalog and Schedule Coordinator:** The spring schedule is available and published. Spring offerings are available for students in their student planner as well.

   4.4. **Articulation Officer (AO):** No report.

   4.5. **Chief Instructional Officer (CIO)/Designee of CIO:** The CCCCO is going through a 15-day public review period of the Title 5 regulatory language for distance education. While there seems to be minimal impact, Rob Rundquist will inform the committee of any possible impact in the future.

5. **Consent Agenda:** The consent agenda was approved 21/0/0.

   5.1. ADT name cleanup in META (example: Changed from Associate in Science in Biology for Transfer AS-T to Biology for Transfer AS-T).

6. **Curriculum Proposals:**

   6.1. **PACKAGES:**

<mark>COMPUTER INFORMATION SYSTEMS: CYBER SECURITY PACKAGE</mark>

   New Courses w/ DE:

   Originator, David Nimri, visited the committee to discuss this package. He informed the committee that he wanted a simplified acronym for students who will take Cybersecurity curriculum. The new courses also align with the C-IDs available. He also shared that the some classes were so rigorous that the units needed to be increased. The Cybersecurity curriculum aligns with other pathways for CIS students as well.

CISCYBR-1	Introduction to Systems & Network Cybersecurity *Comments related to Methods of Instruction/Evaluation were discussed. Curriculum Office will work with faculty on these changes.*	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
CISCYBR-2	Digital Forensics Fundamentals *Recommended change to objective and description. Faculty member says he copied objectives from C-ID directly and would like to keep objectives and description as is. Faculty will add ethics component to content.*	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
CISCYBR-3	Ethical Hacking & PenTesting	Approval: 21/0/0	Distance Education Approval Hybrid/Online:

			21/0/0
	The committee needed clarification on resources section. Faculty mentioned that they use latest version of the resource from the company that certifies these courses. *A committee member asked about the use of "penetration" as it could be a triggering word and wanted to know if the discipline has discussed this word. The faculty member said this is an industry-wide term, but the faculty member and his team desire to have a Women in Cybersecurity team in the future. If this term is no longer standard, he will change the term. Another member confirmed through a google search that "penetration testing" resulted in only cybersecurity results and that a name change may be confuse students.* *Note: Faculty member changed penetration to "PenTesting" after the meeting.*		
CISCYBR-4	Cyber Defense, Operations & Analysis *Faculty will add more content and rephrase class assignment.*	Approval: 21/0/0	Distance Education Approval Hybrid Always/ Fully Online Emergency Only: 21/0/0

Course Deactivations:

CIS-65	Digital Forensics Fundamentals	Approval: 21/0/0
CISNTWK-12	Introduction to Network Security Administration	Approval: 21/0/0
CISNTWK-20	Introduction to Cybersecurity: Ethical Hacking	Approval: 21/0/0
CISNTWK-25	Cyber Security Operations & Analysis	Approval: 21/0/0

Program Modifications:

Computer Information Systems	AS	Approval: 21/0/0
Computer Information Systems	Certificate of Achievement	Approval: 21/0/0
Cybersecurity Analyst	Certificate of Achievement	Approval: 21/0/0
Cybersecurity Defender	Certificate of Achievement	Approval: 21/0/0
Cybersecurity Professional	AS	Approval: 21/0/0
Network Specialist	Certificate of Achievement	Approval: 21/0/0

New Courses w/ DE:

Faculty originator, Tara Johnson, discussed her work these proposals. Her goal was to modernize the courses and program. She also found that many of these courses are transferrable to local CSUs. She looked at local CSU syllabi and other articulation documents to align with these institutions. She also created two capstone courses (one for design and one for merchandizing) that allows students to have a portfolio for their work completed in the program. The capstone courses allow students to show mastery of all of the objectives of every course taken in the program. Kathy Galipeau commended Tara on her amazing work on this curriculum. Megan Keebler, Nicole Farrand, and Naomi McCool also commended Tara. Joann Eisberg commended Tara on her work in the textiles course. Tara thanked Kathy Galipeau, Carol Hutte, and the Curriculum team for their assistance as well.

FASHD-28	Computer-Aided Design for Fashion *Committee asked faculty to expand the writing assignment to emphasize the writing component of this type of project/assignment.*	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
FASHD-89	Design Collection *The Committee asked the originator to revisit the prerequisites to possibly shorten the list or create co-requisites.*	Approval: 21/0/0	Distance Education Approval Hybrid Always/ Fully Online Emergency Only: 21/0/0
FASHM-20	Fashion Promotion *No comment*	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
FASHM-21	Retail Buying *No comment*	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
FASHM-89	Retail Collection *The Committee asked the originator to revisit the prerequisites to possibly shorten the list or create co-requisites.*	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0

Course Modifications w/ DE:

FASHD-20	History of Fashion *The Committee noticed the content of the course is a broad survey of world fashion and parts appear to be focused on Western-European history. The originator explained while there is Western-European Influence, but she does go over in depth the history of fashion in many different areas.*	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
FASHD-40	Beginning Clothing Construction *The originator explained that this course can be only fully online in emergency situation because there are demonstrations and labs that must be done in person. Garments must also be*	Approval: 21/0/0	Distance Education Approval Hybrid Always/ Fully Online Emergency Only: 21/0/0

	evaluated closely in person. Last spring, faculty found that students struggled to complete this course in a fully-online environment.		
FASHD-45	Design Fundamentals for Fashion *Comments addressed in meeting: minor typos.*	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
FASHM-10	Introduction to the Fashion Industry *No comment*	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
FASHM-11	Fashion Retail Merchandising and Management *The faculty will work on the regular-effective contact section for the DE page.*	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
FASHM-12	Visual Merchandising *Comments addressed in meeting.*	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
FASHM-60	Textiles *No comment.*	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0

Course Deactivations:

FASHD-428	Computer-Aided Design	Approval: 21/0/0
FASHD-480	Design Collection	Approval: 21/0/0
FASHD-482	Industry Internship: Fashion Design	Approval: 21/0/0
FASHM-15	Image and Fashion Selection	Approval: 21/0/0
FASHM-482	Industry Internships: Fashion Merchandising	Approval: 21/0/0

Program Modifications:

Custom Dressmaking	Certificate of Achievement *No comment*	Approval: 21/0/0
Fashion Design	AS *No comment*	Approval: 21/0/0
Fashion Design	Certificate of Achievement *No comment*	Approval: 21/0/0
Fashion Merchandising	AS *Rationale Updated*	Approval: 21/0/0
Fashion Merchandising	Certificate of Achievement *Rationale Updated*	Approval: 21/0/0
Patternmaking for Apparel	Certificate of Achievement *No comment*	Approval: 21/0/0

KINESIOLOGY PACKAGE

New Courses w/ DE:

KINTM-63	Soccer Strength and Conditioning for Athletes	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
KINTM-69A	Cross Country Strength and Conditioning for Athletes	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0

Program Modifications:

Physical Education	AA	Approval: 21/0/0

6.2. NONPACKAGES

Course Modifications w/ DE:

The Curriculum Representative for Language Arts asked that this proposal be tabled until after November 15. The English Department needs to vote on two components of the COR. Our guest also requested that this course address the supplemental instruction language in the COR. Rob Rundquist reminded the Representative to use complaint language when it comes to supplemental instruction. The representative asked Rob to share any helpful documents on what language to use. The Chair commended the English department on their work in this COR. Nicole Farrand commended the faculty on incorporating DEI in the COR exemplarily.

ENGL-1A	Composition	Tabled: 21/0/0	Distance Education Tabled Hybrid/Online: 21/0/0

7. Discussion Items:

7.1. AP/BP 4260 Update: The workgroup agreed that the language of AP/BP 4260 needs to be revised in many areas. Rob and Angela will work on the revisions to bring back to the committee.

8. Announcement:

8.1. OAC Institutional Learning Outcome Announcement: Stephen Calebotta shared a PowerPoint on Institutional Learning Outcomes (ILO) Review and the Academic Career/Community Employability Skills (ACES). The ILO workgroup is seeking input on the current ILOs. Feedback can be provided through December 19, 2021. Please view the Revisiting Institutional Learning Outcomes document for a link to provide ILO feedback and to learn more about the ILO review process.

9. Next Agenda Forecast: None.

10. Floor Items: None.

11. Adjournment: The meeting was adjourned at 2:56p.m.

Name	ATTENDANCE	M: Approval of Summary Notes: 10/6/2021 1st: Joann Eisberg 2nd: Annette Henry	M: Approval of Consent Agenda 1st: Kathy Galipeau 2nd: Joann Eisberg	M: Approval of Cybersecurity Package w/ revisions 1st: Joann Eisberg 2nd: Naomi McCool	M: Approval of FASHD/FASHM Package w/ revisions 1st: Sharon Alton 2nd: Kathy Galipeau	M: Approval of Kinesiology Package 1st: Annette Henry 2nd: Naomi McCool	M: Tabling of Course Mods w/DE 1st: Joann Eisberg 2nd: Sharon Alton
Annette Henry	X	X	X	X	X	X	X
Candice Hines-Tinsely	X	X	X	X	X	X	X
Carol Hutte	X	X	X	X	X	X	X
Christina Holdiness	X	X	X	X	X	X	X
Christina McPeck	X	A	X	X	X	X	X
Daniel Jacobo	X	X	X	X	X	X	X
Grace Wong	X	X	X	X	X	X	X
Joan Godinez	X	X	X	X	X	X	X
Joann Eisberg	X	X	X	X	X	X	X
Julie Law							
Julie Leahy	X	X	X	X	X	X	X
Kathy Galipeau	X	X	X	X	X	X	X
Kirk Collins	X	X	X	X	X	X	X
Lisa Doget							
Mary Romero	X	X	X	X	X	X	X
Maryline Chemama	X	X	X	X	X	X	X
Megan Keebler	X	X	X	X	X	X	X
Naomi McCool	X	X	X	X	X	X	X
Nicole Farrand	X	X	X	X	X	X	X
Rob Rundquist (as CIO Designee)	X	X	X	X	X	X	X
Ryan Sipma	X	X	X	X	X	X	X
Sharon Alton	X	X	X	X	X	X	X
Stephen Calebotta	X	X	X	X	X	X	X
TOTAL COUNTS	21	21	21	21	21	21	21

Non-Voting	
Angela Burk-Herrick	X
Janeth Rodriguez	X
Jo Alvarez	X
Jonathan Polidano	X
Neil Watkins	X
Patricia Bopko	
RuthAnn Valencia	X
Shannon Jessen	X
Shireen Awad	X