

**CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
SUMMARY NOTES
February 8, 2023
1:30pm-3:00pm
RANCHO CAMPUS, BEB-204
CHINO CAMPUS CONFERENCE ROOM, CHCM-201
FONTANA CAMPUS OFFICE, FNLC 116
FONTANA CAMPUS CONFERENCE ROOM, FNAC-119
FONTANA IN-TECH CENTER, Classroom 3 or Electrical Lab 2
RANCHO SAN ANTONIO MEDICAL PLAZA, RSA-7**

Members Present:

Adeel Rizvi, Health Sciences
Angela Burk-Herrick, Curriculum Chairperson
Annette Henry, Kinesiology, Nutrition and Athletics
Carol Hutte, Library Learning Resources
Chingping (Grace) Wong, Hospitality, Fashion, Interior & Culinary Arts
Christina Holdiness, Instructional Support
Jo Alvarez, PSR Representative
Joan Godinez, Counseling/Matriculation
Joann Eisberg, Mathematics and Science
Jonathan Polidano, CTE Liaison
Julie Law, Articulation Officer

Julie Leahy, Health Sciences
Kathy Galipeau, Hospitality, Fashion, Interior & Culinary Arts
Laura Picklesimer, SLO Facilitator
Markazan Romero, Business and Applied Technology
Michael Wangler, Mathematics and Science
Nicole Farrand, Visual and Performing Arts
Paula Snyder, Social and Behavioral Sciences
Ryan Sipma, Catalog/Schedule Coordinator
Sharon Alton, Language Arts
Shireen Awad, Curriculum Specialist
Stephen Calebotta, Language Arts

Members Absent:

Alisha Serrano, Director Admissions and Records
Candice Hines-Tinsley, Kinesiology, Nutrition and Athletics
Christina McPeck, Social and Behavioral Sciences
Maryline Chemama, Mathematics and Science
Neil Watkins, Academic Senate President

Patricia Bopko, Director of Financial Aid
Rob Rundquist, CIO Designee
Rousselle Douge, Student Representative
RuthAnn Valencia, Director of Transfer Center
Tracy Kocher, Business and Applied Technology

Guests:

Janeth Rodriguez, Admissions and Records

1. **Call to Order/Roll Call:** The meeting was called to order at 1:32p.m.
2. **Public Comment** (Reserved for guests to address any item on the agenda for a limit of two minutes): None.
3. **Review and Approval of January 25, 2023 Expanded Summary Notes:** The summary notes were approved 11/0/2.
4. **Curriculum Office Reports**
 - 4.1. **Curriculum Chair:** The Chair shared that the February 22, 2023 Curriculum Committee meeting will be cancelled.
 - 4.2. **Curriculum Specialist:** The Specialist shared that the following terms will end this academic year, leaving one vacancy per school. The nomination and election process running this spring will be for the 2023-2025 term. Below is the list of terms ending this year. The Chair will send out the nomination forms to faculty which will be due March 10, 2023. If more than one nomination is given for a school, elections will take place the week after spring break.

Area of Representation	Representative	Email (@chaffey.edu)	Term of Office
Hospitality, Fashion, Interior & Culinary Arts	Kathy Galipeau	kathy.galipeau	2021-2023

Health Sciences	Julie Leahy	julie.leahy	2021-2023
Instructional Support	Christina Holdiness	christina.holdiness	2021-2023
Kinesiology, Nutrition and Athletics	Annette Henry	annette.henry	2021-2023
Language Arts	Stephen Calebotta	stephen.calebotta	2021-2023
Mathematics and Science	Maryline Chemama	maryline.chemama	2021-2023
Social and Behavioral Sciences	Christina McPeck	christina.mcpeck	2021-2023
Counseling/Matriculation	Kirk Collins	kirk.collins	2021-2023
Visual and Performing Arts	Nicole Farrand	nicole.farrand	2021-2023
Business and Applied Technology	Markazan Romero	markazan.romero	2022-2023

4.3. Catalog and Schedule Coordinator: None.

4.4. Articulation Officer (AO): None.

4.5. Chief Instructional Officer (CIO)/Designee of CIO: None.

4.6. Academic Senate President: None.

5. Workgroup Updates: The Chair shared that she and the Curriculum Specialist are working through the META Workgroup's feedback. They will report what changes were made and which were not, as well as why those decisions were made.

6. Consent Agenda: None.

7. Curriculum Proposals:

Program Deactivations:

Aviation Maintenance Technology: Powerplant	AS	Approval: 14/0/0
Aviation Maintenance Technology: Powerplant	Certificate of Achievement	Approval: 14/0/0

New Courses w/ DE: *This course will be scheduled at the Intech center which mainly holds not-for-credit courses. This course serves as a bridge for those students in not-for-credit courses to noncredit courses and possibly credit courses in the future. This will also provide Intech students a Chaffey Student ID card and an opportunity to receive services at the college.*

EMP-611	Essential Workplace Skills	Approval: 16/0/0	Distance Education Fully Online and Hybrid: 16/0/0
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8. Discussion/Action Items: None.

9. Next Agenda Forecast: None.

10. Floor Items: (Reserved to raise concerns and/or future items to discuss within the [Curriculum Committee Scope](#). Committee members may also use floor items to share committee work and departmental/institutional updates as it relates to the Committee's work. Concerns and/or items to discuss may appear on a future agenda).

10.1. DEIA Statement Purpose and Function for future proposals and DEIA Best Practices List

10.2. Credit for Prior Learning Presentation

10.3. DE Addendum Committee Review

10.4. Curriculum Committee recommendations for processes outside of curriculum review:

1. Access to changes to CORs especially with DEI.
2. Unpacking the COR Workshop modeled after the English Department's DEIA work.
3. Institutional support in financing resources to ensure DEI is being incorporated in the classroom based upon the changes made in CORs.
4. Coordinator training on the CORS
 - How to send the CORs?
 - How to access CORs?
5. Curriculum Committee hosted professional development (FLEX or workshops)
 - Asynchronous?
 - How to Read a COR?

10.5. Dual Enrollment Presentation

10.6. Updates on the current academic map revisits

11. Adjournment: The meeting was adjourned at 2:08p.m.

Name	ATTENDANCE	M: Approval of Summary Notes 1-25-2023 1 st : Joann Eisberg 2 nd : Christina Holdiness	M: Approval of AMT Program Deactivations 1 st : Julie Law 2 nd : Annette Henry	M: Approval of EMP-611 1 st : Joann Eisberg 2 nd : Annette Henry
Adeel Rizvi	X	X	X	X
Annette Henry	X		X	X
Candice Hines-Tinsley				
Carol Hutte	X	X	X	X
Christina Holdiness	X	X	X	X
Christina McPeck				
Grace Wong	X			X
Joan Godinez	X	X	X	X
Joann Eisberg	X	A	X	X
Julie Law	X	A	X	X
Julie Leahy	X	X	X	X
Kathy Galipeau	X			X
Markazan Romero	X	X	X	X
Maryline Chemama				
Michael Wangler	X			
Nicole Farrand	X	X	X	X
Paula Snyder	X	X	X	X
Rob Rundquist (as CIO Designee)				
Ryan Sipma	X	X	X	X
Sharon Alton	X	X	X	X
Stephen Calebotta	X	X	X	X
Tracy Kocher				
TOTAL COUNTS	17	13	14	16

Quorum= 22/2=11+1=12

Non-Voting	
Alisha Serrano	
Angela Burk-Herrick	X
Jo Alvarez	X
Jonathan Polidano	X
Laura Picklesimer	X
Neil Watkins	
Patricia Bopko	
Rousselle Douge	
RuthAnn Valencia	
Shireen Awad	X