

CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
RANCHO CAMPUS BEB BUILDING, CONFERENCE ROOM 204
FONTANA CAMPUS, FNAC 100
CHINO CAMPUS, CHMB 143
TELECONFERENCE #6759
SUMMARY NOTES
January 31, 2018
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
Elaine Martinez, Kinesiology, Nutrition, & Athletics
Jason Chevalier, Dean, Visual & Performing Arts
John Machado, Visual & Performing Arts
Linda Marcotte, Social & Behavioral Sciences
Marie Boyd, Curriculum Chair

Meridith Randall, Associate Superintendent of Instruction and Institutional Effectiveness
Naomi McCool, Social and Behavioral Sciences
Rob Kopp, Mathematics & Science
Sean Stratton, Articulation Officer
Sharon Awad, Administrative Assistant II, Curriculum
Shelley Marcus, Library Learning Resources
Stephen Shelton, Vice Chair
Tracy Kocher, Business & Applied Technology
Wanda Baker, Business & Applied Technology

Members Absent:

Daniel Jacobo, Visual and Performing Arts
Helen Leung, Counseling
Jeffrey Laguna, Health Sciences
Lucy Serrano, Counseling
MariaIsabel Sandoval, Student Representative
Mark Forde, Chino Representative
Marlene Soto, Health Sciences
Megan Keebler, Instructional Support

Michael Escobosa, Health Sciences
RuthAnn Garcia, Transfer Center
Kathy Lucero, Admissions and Records
Patricia Bopko, Financial Aid
Stephen Calebotta, Language Arts (On Sabbatical Spring 2018)
Vanessa Thomas, Business and Applied Technology, High School Articulation

Guests:

None

1. **Call To Order/New Committee Members:** The meeting was called to order at 1:49p.m.
2. **Public Comment:** No comment.
3. **Review and Approval of January 17, 2018 Expanded Summary Notes:** The summary notes were approved 13/0/0.
4. **Discussion Items:**
 - 4.1. **Annual Retreat:** The Curriculum Office reported that the Annual Curriculum Retreat will be August 14, 2018 at the Intech Center in Fontana. The Administrative Assistant also announced that the registration for the Curriculum Institute is open. Faculty who are interested should consult with their Deans and department Administrative Assistants.
 - 4.2. **Quorum Number:** The Curriculum Office reported that two voting members are not available to vote the remaining of the semester. Stephen Calebotta, Curriculum Representative for Language Arts, is on Sabbatical with no replacement. David Schlanger, former Catalog and Schedule Coordinator, is no longer with the college. Joseph Cascio is serving as the interim Catalog and Schedule Coordinator and will not serve as Curriculum Committee Member nor as a Technical Reviewer during his interim work. As a result, the Curriculum Committee has twenty-four voting members, resulting in a quorum of thirteen votes.
 - 4.3. **COOPED Update:** The Chair shared that the goal of the workgroup was to create templates for general and occupational COOPED. The templates were provided to the committee in their curriculum packets. The workgroup

discussed a template for an occupational lecture course which has been supported by many faculty. Faculty involved in the COOPED process suggested that occupational cooped is benefited best when the faculty can meet with the students throughout their work experience. The Chair clarified that there is a general COR aligned for both types of COOPED and if needed, a companion lecture course could be created using the template designed by the workgroup. This would allow the faculty to interact with the student during their work experience. There was discussion as to whether or not a course requiring faculty to periodically meet with students is really considered COOPED. Some committee members shared that the lecture course would help students discuss issues and experiences happening at the worksite. More discussion is needed on these templates and will continue at a future curriculum meeting.

4.4. Prerequisite Workgroup: The Vice Chair reported that the workgroup asked Jim Fillpot to provide some more truncated prerequisite results regarding the list of courses that do not have any articulation issues from prerequisite elimination. Jim says he should have this information for them mid-semester. The workgroup will then have a recommendation for the entire Curriculum Committee.

5. Guided Pathways: The Chair distributed *Ming Lo Moves the Mountain* by Arnold Lobel for the committee to read. The message of the children’s book connects to Guided Pathways.

6. Miscellaneous: No items.

7. Consent Agenda: The consent agenda was approved 13/0/0.

7.1. Textbook Changes Only

PHOTO-7	Introduction to Digital Photography
----------------	-------------------------------------

8. OLD BUSINESS:

New Courses with DE: Second Reading

MATH-420B	Bridge to STEM+ from Intermediate Algebra	Approval: 13/0/0
MATH-642	Skill Building for Math 420	Approval: 13/0/0
MATH-645	Skill Building for Math 450	Approval: 13/0/0

Course Modifications: Second Reading

PHARMT-482	Clinical Externship <i>Changes requested have been made in consultation with the Faculty member and Curriculum Chair.</i>	Approval: 13/0/0
-------------------	--	------------------

PACKAGE: Kinesiology

New Courses: Second Reading-*All other items in package were approved 1/17/2018.*

KINACT-26	Beginning Pilates Matwork	Approval: 13/0/0
KINACT-32	Beginning Jiu-Jitsu	Approval: 13/0/0
KINTM-66	Baseball Strength and Conditioning for Athletes	Approval: 13/0/0

Program Modifications: Final Reading

Physical Education	A.A.	Approval: 13/0/0
---------------------------	------	------------------

9. NEW BUSINESS:**New Courses: First and Second Reading**

PHARMT-481	Clinical Externship Seminar	Approval: 13/0/0
-------------------	-----------------------------	------------------

Course Modifications with DE: First and Second Reading

COMSTD-8	Fundamentals of Speech Communication	Approval: 13/0/0
GERO-462	Activity Coordinator Training	Approval: 13/0/0
GERO-463	Social Work Designee/Assistant Training	Approval: 13/0/0
SPAN-8	Survey of Hispanic Literature: 1700 - Present	Approval: 13/0/0

Course Modifications with DE: First Reading

HNS-10	Introduction to Homeland Security	Approval: 13/0/0
HNS-11	Intelligence Analysis and Security Management	Approval: 13/0/0
HNS-12	Transportation and Border Security	Approval: 13/0/0

Course Modifications: First and Second Reading

AUTOTEC-416	Basic Automotive Air Conditioning Systems	Approval: 13/0/0
AUTOTEC-423	Engine Management Systems and Drivability	Approval: 13/0/0
AUTOTEC-427	Engine Operation and Service	Approval: 13/0/0
AUTOTEC-430	Engine Rebuilding - Upper Engine	Approval: 13/0/0
AUTOTEC-431	Engine Rebuilding - Lower Engine	Approval: 13/0/0
AUTOTEC-435	High Performance Engine Rebuilding and Blueprinting	Approval: 13/0/0
AUTOTEC-443	Engine and Emission Control Training Level 1	Approval: 13/0/0
BIOL-61	Introduction to Cell and Molecular Biology <i>MATH-420 and MATH-420B will be added to the prerequisite section.</i>	Approval: 13/0/0
EMT-405	Emergency Medical Responder	Approval: 13/0/0
FASHM-11	Fashion Retail Merchandising and Management	Approval: 13/0/0
MATH-417	Statway I <i>Units have been changed to 5 units and Prerequisite of MATH-550 has been changed to an advisory.</i>	Approval: 13/0/0
PHOTO-9	Digital Imaging	Approval: 13/0/0
PHOTO-438	Photography for Media Portfolio	Approval: 13/0/0
THEATRE-40	Stage Costuming	Approval: 13/0/0

Course Modifications: First Reading

CHEM-7	Chemistry in Everyday Life with Lab	Approval: Tabled
CHEM-9	Health Science Chemistry	Approval: Tabled

CHEM-12	Elementary Organic and Biochemistry	Approval: Tabled
CHEM-24B	General Chemistry II	Approval: Tabled
CHEM-70	Quantitative Analysis	Approval: Tabled
CHEM-75A	Organic Chemistry I	Approval: Tabled
CHEM-75B	Organic Chemistry II	Approval: Tabled

New Programs: Final Reading

Social Media Technician	Certificate of Achievement	Approval: 13/0/0
--------------------------------	----------------------------	------------------

PACKAGE: Business and Office Technologies

New Courses with DE: First and Second Reading

BUSOT-410	MS Publisher Comprehensive	Approval: 13/0/0
------------------	----------------------------	------------------

Course Modifications: First and Second Reading

BUSOT-64	Microsoft Office Access-Comprehensive	Approval: 13/0/0
-----------------	---------------------------------------	------------------

Course Deactivations: Final Reading

BUSOT-64A	Microsoft Office Access - Specialist	Approval: 13/0/0
BUSOT-64B	Microsoft Office Access - Expert	Approval: 13/0/0
BUSOT-410A	Microsoft Office Publisher - Specialist	Approval: 13/0/0
BUSOT-410B	Microsoft Office Publisher - Expert	Approval: 13/0/0

Program Modifications: Final Reading

Business Information Worker (BIW) Stage Two	Certificate of Achievement	Approval: 13/0/0
Microsoft Excel	Certificate of Career Preparation	Approval: 13/0/0
Microsoft Office	Certificate of Achievement	Approval: 13/0/0
Professional Administrative Assistant	A.S.	Approval: 13/0/0
Professional Administrative Assistant	Certificate of Achievement	Approval: 13/0/0
Professional Office Management	A.S.	Approval: 13/0/0
Professional Office Management	Certificate of Achievement	Approval: 13/0/0

Program Deactivation: Final Reading

Microsoft Office Specialist	Certificate of Career Preparation	Approval: 13/0/0
------------------------------------	-----------------------------------	------------------

10. **Adjournment:** The meeting was adjourned at 2:55p.m.

Name	ATTENDANCE	SUMMARY NOTES	CONSENT AGENDA	MATH-420B 2 ND READING	MATH-642 2 ND READING	MATH-645 2 ND READING	PHARMT-482 2 ND READING	KINACT-26 2 ND READING	KINACT-32 2 ND READING	KINTM-66 2 ND READING	PHYSICAL EDUCATION A.A.	PHARMT-481 1 ST /2 ND READING	COMSTD-8 1 ST /2 ND READING	GERO-463 1 ST /2 ND READING	GERO-462 1 ST /2 ND READING	SPAN-8 1 ST /2 ND READING	HNS-10 1 ST READING	HNS-11 1 ST READING	HSN-12 1 ST READING
Angela Burk-Herrick	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
Ardon Alger	X	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	X
Daniel Jacobo																			
Elaine Martinez	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Helen Leung																			
Jason Chevalier	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Jeffrey Laguna																			
John Machado	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
Lucy Serrano																			
Mark Forde																			
Marlene Soto																			
Megan Keebler																			
Michael Escobosa																			
Naomi McCool	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
RuthAnn Garcia																			
Sean Stratton	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Shelley Marcus	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Tracy Kocher																			
Vanessa Thomas																			
Wanda Baker	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Total Counts	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13

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

