

**CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
RANCHO CAMPUS BEB BUILDING, CONFERENCE ROOM 204
FONTANA CAMPUS, FNAC 100
CHINO CAMPUS, CHMB 143**

TELECONFERENCE VIA CCC Confer: 1-888-886-3951, Passcode: 755479

[Click Here for Meeting Link](#)

SUMMARY NOTES

February 28, 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
Helen Leung, Counseling
Jason Chevalier, Dean, Visual & Performing Arts
Jeffrey Laguna, Health Sciences
John Machado, Visual & Performing Arts
Linda Marcotte, Social & Behavioral Sciences
Marie Boyd, Curriculum Chair
Mark Forde, Chino Representative

Megan Keebler, Instructional Support
Meridith Randall, Associate Superintendent of Instruction and Institutional Effectiveness
Michael Escobosa, Health Sciences
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
Lucy Serrano, Counseling
Marlene Soto, 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 1:36p.m.
2. **Public Comment:** No comment.
3. **Review and Approval of February 14, 2018 Expanded Summary Notes:** The summary notes were approved 11/0/3.
4. **Discussion Items:**
 - 4.1. **Prerequisites:** The Administrative Assistant (AA) for Curriculum announced that the Curriculum Office has generated Excel sheets to help facilitate the curriculum action that needs to take place due to the changes for AB-705. At the January 17, 2018 curriculum meeting, the AA noted that, "ENGL-475 and ENGL-575 will not be launched for deactivation until Fall 2018 because these two courses are prerequisites [or advsiories] to over 50 interdisciplinary courses combined. The deactivation process should align with the recommendations made by the Prerequisite Workgroup as to whether or not the courses impacted by ENGL-475 and ENGL-575 will remove their prerequisite or change it to ENGL-495." Further discussions occurred within the prerequisite workgroup and it was announced at the February 14, 2018 curriculum meeting that the "prerequisite workgroup shared their recommendation that all English and Math Prerequisites related to AB-705 should be held for a one-year moratorium, meaning no courses outside of the English and Math Department would have these courses listed as requisites." As more discussion ensued in the Curriculum Office, including with the interim Catalog and Schedule Coordinator, the process shifted to include a mixture of the aforementioned announcements. The English and Math courses that will be deactivated and replaced with the new courses compliant with AB-705 will remain active in

Colleague for the 2018-2019 academic year. As result, the AA created individualized Excel sheets that include courses affected by each English or Math requisites that will be deactivated in the next academic year. Faculty have varying choices on the Excel sheets to remove a prerequisite or advisories completely, or to replace them with the new courses while keeping the older English and Math courses on their Course Outline of Records. Some committee members expressed concerns about the spreadsheet that recommended faculty remove prerequisites, even though often times this was not a choice that would be recommended if a pre-requisite was required for articulation and/or CID because it would interfere with students' ability to transfer with articulating courses. Other members had concerns of faculty leaving on prerequisites if the prerequisite was not statistically validated. The general work of the Prerequisite workgroup will address these issues. The Deans reviewed the Excel sheets at the Dean's meeting on February 28, 2018, and agreed to send them to the appropriate faculty to take action. Due to the extremely tight deadline to have all 72 courses launched into Curricunet and created in Colleague before March 16, all choices on the Excel sheet must be completed and returned to Shireen Awad by Monday, March 5. The actions chosen by Faculty will also serve as consent for the Curriculum Office to complete these actions administratively and quickly. All courses will be launched by the Curriculum Office as course modifications, but will bypass Internal Review (Dean, Coordinator, Curriculum, Representative, and Discipline Review) and Technical Review. The modifications will all be listed on the consent agenda for the March 21, 2018 curriculum meeting. The Curriculum Committee voted unanimously to have the Curriculum Office facilitate proper discussion of the choices presented on the Excel sheets with Faculty as well as take action administratively on those choices.

4.2. Elections: The AA showed the curriculum committee which terms were ending this year. Those members who do not have ending terms will hold the elections for the next terms. All names should be given at the April 4, 2018 curriculum meeting.

5. Guided Pathways: On April 17, 2018 there will be a Guided Pathways "Extravaganza" for faculty centered around two main objectives. The first objective is for faculty to create seven to ten areas of interests or career communities based upon student interests and degrees and certificates in each areas. The second objective is for faculty to generate a pathway through their programs and services for each program and service. These activities will be held in the gym. More details are to come.

6. Miscellaneous: None.

7. Consent Agenda: None.

8. NEW BUSINESS:

Course Modifications: First and Second Reading

CHEM-12	Elementary Organic and Biochemistry	Approval: 17/0/0
CHEM-24B	General Chemistry II	Approval: 17/0/0
CHEM-70	Quantitative Analysis	Approval: 17/0/0
CHEM-75A	Organic Chemistry I	Approval: 17/0/0
CHEM-75B	Organic Chemistry II	Approval: 17/0/0
THEATRE-42	Theatrical Makeup <i>Concerns with C-ID have been addressed.</i>	Approval: 17/0/0

New Programs: Final Reading

Aircraft Electrical and Avionics Technician	Certificate of Achievement	Approval: 19/0/0
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PACKAGE: Event Planning

New Courses: First and Second Reading

HOTFS-450	Principles of Public Events and Convention Management	Approval: 19/0/0
HOTFS-451	Social Events and Private Event Management	Approval: 19/0/0
HOTFS-452	Event Sales, Marketing and Financial Management	Approval: 19/0/0

New Program: Final Reading

Event Planning	Certificate of Achievement	Approval: 19/0/0
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PACKAGE: Heating, Ventilation, Air Conditioning and Refrigeration

New Courses: First and Second Reading

HVAC-600	Introduction to Heating Ventilation and Air Conditioning	Approval: 19/0/0
HVAC-601	HVAC Piping Practices	Approval: 19/0/0
HVAC-602	HVAC Electrical Systems	Approval: 19/0/0
HVAC-603	Environmental Protection Agency Certification	Approval: 19/0/0
HVAC-604	HVAC Compressors and Refrigerants	Approval: 19/0/0
HVAC-605	HVAC Metering Devices, Heat Pumps and Basic Maintenance	Approval: 19/0/0

New Program: Final Reading

Heating, Ventilation, Air Conditioning and Refrigeration Level 1	Certificate of Competency	Approval: 19/0/0
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9. **Adjournment:** The meeting was adjourned at 2:35p.m.

Name	ATTENDANCE	SUMMARY NOTES	PREREQUISITES	CHEM-12 1 ST /2 ND READING	CHEM-24B 1 ST /2 ND READING	CHEM-70 1 ST /2 ND READING	CHEM-75A 1 ST /2 ND READING	CHEM-75B 1 ST /2 ND READING	THEATRE-42 1 ST /2 ND READING	AIRCRAFT ELECTRICAL AND AVIONICS TECHNICIAN	HOTFS-450 1 ST /2 ND READING	HOTFS-451 1 ST /2 ND READING	HOTFS-452 1 ST /2 ND READING	EVENT PLANNING CA	HVAC-600 1 ST /2 ND READING	HVAC-601 1 ST /2 ND READING	HAVC-602 1 ST /2 ND READING
Angela Burk-Herrick	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
Ardon Alger	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
Daniel Jacobo																	
Elaine Martinez	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
Jason Chevalier	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
John Machado	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
Lucy Serrano																	
Mark Forde	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Marlene Soto																	
Megan Keebler	X	A	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
Rob Kopp	X	A	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
Shelley Marcus	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Tracy Kocher	X	A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Vanessa Thomas																	
Wanda Baker	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Total Counts	19	14	17	17	17	17	17	17	17	19	19	19	19	19	19	19	19

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

Name	HVAC-603 1ST /2ND READING	HVAC-604 1ST /2ND READING	HVAC-605 1ST /2ND READING	Heating, Ventilation, Air Conditioning and Refrigeration Level 1
Angela Burk-Herrick	X	X	X	X
Annette Henry	X	X	X	X
Ardon Alger	X	X	X	X
Charmaine Phipps	X	X	X	X
Daniel Jacobo				
Elaine Martinez	X	X	X	X
Helen Leung	X	X	X	X
Jason Chevalier	X	X	X	X
Jeffrey Laguna	X	X	X	X
John Machado	X	X	X	X
Linda Marcotte	X	X	X	X
Lucy Serrano				
Mark Forde	X	X	X	X
Marlene Soto				
Megan Keebler	X	X	X	X
Michael Escobosa	X	X	X	X
Naomi McCool	X	X	X	X
Rob Kopp	X	X	X	X
RuthAnn Garcia				
Sean Stratton	X	X	X	X
Shelley Marcus	X	X	X	X
Tracy Kocher	X	X	X	X
Vanessa Thomas				
Wanda Baker	X	X	X	X
Total Counts	19	19	19	19