

**CHAFFEY COLLEGE  
CURRICULUM COMMITTEE MEETING  
RANCHO CAMPUS BEB BUILDING, CONFERENCE ROOM 204  
FONTANA CAMPUS, FNAC 100  
CHINO CAMPUS, CHMB 143  
TELECONFERENCE #6759  
SUMMARY NOTES  
November 1, 2017  
1:30pm-3:00pm**

**Members Present:**

Angela Burk-Herrick, Mathematics & Science  
Charmaine Phipps, Language Arts  
Daniel Jacobo, Visual and Performing Arts  
David Schlanger, Catalog/Schedule Coordinator  
Helen Leung, Counseling  
Jeffrey Laguna, Health Sciences  
Linda Marcotte, Social & Behavioral Sciences  
Lucy Serrano, Counseling  
MariaIsabel Sandoval, Student Representative  
Mark Ford, Chino Representative  
Marlene Soto, Health Sciences

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 Calebotta, Language Arts  
Stephen Shelton, Vice Chair  
Wanda Baker, Business & Applied Technology

**Members Absent:**

Annette Henry, Kinesiology, Nutrition, & Athletics  
Ardon Alger, Faculty Senate President  
Elaine Martinez, Kinesiology, Nutrition, & Athletics  
Jason Chevalier, Dean, Visual & Performing Arts  
John Machado, Visual & Performing Arts  
Marie Boyd, Curriculum Chair  
Kathy Lucero, Admissions and Records

Megan Keebler, Instructional Support  
Michael Escobosa, Health Sciences  
Patricia Bopko, Financial Aid  
RuthAnn Garcia, Transfer Center  
Tracy Kocher, Business & Applied Technology  
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 1:38p.m.
2. **Public Comment:** No Comment.
3. **Review and Approval of October 18, 2017 Expanded Summary Notes:** The summary notes were approved 13/0/2.
4. **Discussion Items:**
  - 4.1. **Resolutions from Plenary:** Tabled
  - 4.2. **College Planning Council (CPC) Self-Evaluation for Integrated Planning Committees, Programs, & Processes:** The Curriculum Committee suggested the following edits to the CPC Self-Evaluation form:
    1. **Goal #4:** Remove “High School Partnerships” and change “Career Center” to “Transfer Center”.
    2. **Goal #5:** Change the word “collapse” to “integration”.
    3. **Assessment and Evaluation section 4I:** Change “transfer courses” to “non-CTE” courses.

The form will be resubmitted to the Office of Instruction upon revision.

- 4.3. **New Courses and DE Addenda:** The Vice Chair cleared the confusion between new course submissions and DE addenda. In the 2015-2016 academic year, the Curriculum Committee voted to have two rounds of SLO assessments

for face-to-face courses before a DE addendum can be proposed. On the January 18, 2017 meeting, the committee agreed in discussion to allow new course proposals to have DE addenda. As a result, the previous decision to have two rounds of SLO assessment before a DE proposal is no longer mandated. New courses can have DE addenda attached simultaneously.

#### **4.4. ASCCC Fall Regional Meeting South-November 18, 2017 ([Long Beach City College - Pacific Coast Campus](#)):**

1. **Registration:** <http://www.asccc.org/calendar/list/regional-meetings>: The Vice Chair and the Administrative Assistant encouraged the Curriculum Committee to attend the regional conference in Long Beach. Those who are interested should consult their department Administrative Assistants for paper processing.

**4.5. COOPED Update:** David Schlanger summarized the two subcommittee meetings. He informed the committee that a couple of members met to discuss the collaboration of duties between the Curriculum Committee and the Centralized COOPED Office. The goal is to create a co-requisite companion course for the Occupational COOPED course that covers resume writing, interviewing, and the like. The subcommittee hopes to present a model of that course at a later meeting.

**4.6. AP 4023 Update:** Angela Burk-Herrick updated the Curriculum Committee on the revision of AP 4023. The subcommittee made the following minor changes:

1. There will be more faculty representation on the Program Initiation committee.
  - There will be subcommittee from the Curriculum Committee during the review process including someone from the Resource Allocation Committee and Program and Services Review Committee.
2. If a program is recommended, the program will then go to the curriculum development process in CurricUNET and then to the Curriculum Committee.

This process will happen before the curriculum is developed. Dr. Randall suggested that the Curriculum Committee review the revisions before they are presented to Faculty Senate. The Administrative Assistant will send the revisions to the committee once received by the AP 4023 subcommittee.

**5. Guided Pathways:** Jeffrey Laguna gave an update on Guided Pathways. He drew a diagram that represented his viewpoint of Guided Pathways. The movement is about retooling and restructuring the campus from a student perspective. The diagram represents the question, “What does Chaffey look like?” from a student standpoint. The goal is to remove as many variables as possible to enhance student success. Dr. Randall mentioned that Chaffey was given a five-year funding allocation of 1.9 million dollars.

#### **6. Miscellaneous:**

**6.1.** David Schlanger asked how the new Mathsway and Statway curriculum will work for the non-stem math classes. Which pathway will be given to those students? More discussion will need to occur as the modification deadline for prerequisites is December 1, 2017.

**7. Consent Agenda:** The consent agenda was approved 15/0/0.

#### **7.1. Math Curriculum Changes**

1. MATH-450 title change from “Preparation for Transfer Math” to “Intermediate Algebra: A Critical Thinking Approach”. The short title was changed to “Intermediate Algebra.”
2. “There is a 5 hour supplemental learning requirement that will need to be met in the Success Centers” has been added as the last sentence in the MATH-450 description.
3. “There is a 7 hour supplemental learning requirement that will need to be met in the Success Centers” has been added as the last sentence in the MATH-550 description.
4. DE Addenda have been added to MATH-450 and MATH-650 as hybrid only.

#### **8. NEW BUSINESS:**

**New Courses: First Reading**

<b>DANCE-450</b>	<p>Student Choreography for Performance</p> <p><i>This is a studio course which means there should be no out of class hours with the 0.75 unit value. Our catalog currently observes a 3:0 ratio for studio courses. This course has a 2:1 ratio which aligns with the new PCAH (6<sup>th</sup> Edition). If the faculty wants out of class hours, then the units would need to be adjusted to 1.125 units; however, since our current catalog has observes a 3:0 ratio for studio courses, the out of class hours need to be dropped. All studio courses will eventually need to be modified to change the ratio to align with the PCAH (2:1 ratio). As a result, this course will be tabled and packaged with the other studio courses that need to be adjusted.</i></p> <p><i>The description should not mention any language about scheduling.</i></p>	Approval: Tabled 16/0/0
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**New Courses: First and Second Reading**

<b>INDMM-600</b>	<p>Intro to Construction Safety, Trade Math, Rigging, and Tools</p> <p><i>May become a part of an already approved program.</i></p> <p><i>The last sentence of the catalog description referring to this course being noncredit was removed.</i></p>	Approval: 15/0/0
<b>MATH-17</b>	<p>Statway II</p> <p><i>The description was changed to reference MATH-415 and 17 as MATH-417 will be offered in the Fall of 2018. The description was also changed to remove the language on the “C” letter grade and replace it with “passing grade.”</i></p>	Approval: 16/0/0

**Course Modifications in Glitch: First and Second Reading** (Six more courses left in glitch)

<b>ART-44</b>	<p>Mixed-Media Studio and Theory</p> <p><i>Reminder to faculty: SLOs need to go into TaskStream.</i></p>	Approval: 16/0/0
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**New Programs: Final Reading**

<b>Aircraft Electrical and Avionics Technician</b>	<p>Certificate of Achievement</p> <p><i>This program needs to go through Program Initiation</i></p>	Approval: Tabled 16/0/0
<b>Culinary Arts</b>	<p>A.S.</p> <p><i>Discussion occurred about the transferability of this program, as 51% of the courses do not transfer. Mark Forde</i></p>	Approval: 16/0/0

	<i>stated that Cal Poly Pomona and CSU Dominguez Hills are discussing aligning or giving elective credit to the 400 level courses. The description was adjusted to remove any transfer language to a four year university.</i>	
<b>Industrial Maintenance Mechanic</b>	Certificate of Career Preparation <i>Credit Certificate</i>	Approval: 16/0/0
<b>Industrial Maintenance Mechanic Skills Builder II</b>	Certificate of Completion <i>Noncredit Certificate</i> <i>The last sentence in the Catalog description in regards to fees and repeatability was removed.</i>	Approval: 16/0/0

**Program Modification: Final Reading**

<b>Political Science</b>	A.A.-T	Approval: 16/0/0
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**PACKAGE: Heating, Ventilation, Air Conditioning and Refrigeration**

*This package was tabled as it is currently going through the Program Initiation Process.*

**New Courses: First Reading**

<b>HVAC-600</b>	Introduction to Heating Ventilation and Air Conditioning	Approval: Tabled 16/0/0
<b>HVAC-601</b>	HVAC Piping Practices	Approval: Tabled 16/0/0
<b>HVAC-602</b>	HVAC Electrical Systems	Approval: Tabled 16/0/0
<b>HVAC-603</b>	Environmental Protection Agency Certification	Approval: Tabled 16/0/0
<b>HVAC-604</b>	HVAC Compressors and Refrigerants	Approval: Tabled 16/0/0
<b>HVAC-605</b>	HVAC Metering Devices, Heat Pumps and Basic Maintenance	Approval: Tabled 16/0/0

**New Program: Final Reading**

<b>Heating, Ventilation, Air Conditioning and Refrigeration Level 1</b>	Certificate of Competency	Approval: Tabled 16/0/0
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**9. Adjournment:** The meeting was adjourned at 3:03p.m.



Name	Attendance	Summary Notes	CONSENT AGENDA	DANCE-450 TABLED	INDMM-600 1 <sup>ST</sup> /2 <sup>ND</sup> READING	MATH-17 1 <sup>ST</sup> /2 <sup>ND</sup> READING	ART-44 1 <sup>ST</sup> /2 <sup>ND</sup> READING	AIRCRAFT ELECTRICAL AVIOTICS TECHNICIAN TABLED	CULINARY ARTS FINAL READING	INDUSTRIAL MAINTENANCE MECHANICE FINAL READING	INDUSTRIAL MAINTENANCE MECHANIC SKILLS BUILDER II FINAL READING
Angela Burk-Herrick	X	X	X	X	X	X	X	X	X	X	X
Annette Henry											
Ardon Alger											
Charmaine Phipps	X	X	X	X	X	X	X	X	X	X	X
Daniel Jacobo	X			X		X	X	X	X	X	X
David Schlanger	X	A	X	X	X	X	X	X	X	X	X
Elaine Martinez											
Helen Leung	X	X	X	X	X	X	X	X	X	X	X
Jason Chevalier											
Jeffrey Laguna	X	X	X	X	X	X	X	X	X	X	X
John Machado											
Linda Marcotte	X	X	X	X	X	X	X	X	X	X	X
Lucy Serrano	X	X	X	X	X	X	X	X	X	X	X
Mark Forde	X	X	X	X	X	X	X	X	X	X	X
Marlene Soto	X	X	X	X	X	X	X	X	X	X	X
Megan Keebler											
Michael Escobosa											
Naomi McCool	X	X	X	X	X	X	X	X	X	X	X
Rob Kopp	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
Shelley Marcus	X	X	X	X	X	X	X	X	X	X	X
Stephen Calebotta	X	X	X	X	X	X	X	X	X	X	X
Tracy Kocher											
Vanessa Thomas											
Wanda Baker	X	A	X	X	X	X	X	X	X	X	X
<b>Total Counts</b>	16	15	15	16	15	16	16	16	16	16	16

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

Guests: None

