

CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
RANCHO CAMPUS BEB BUILDING, CONFERENCE ROOM 204
FONTANA CAMPUS, FNAC 100
CHINO CAMPUS, CHMB 143
TELECONFERENCE x6759

SUMMARY NOTES

August 29, 2018

1:30pm-3:00pm

Members Present:

Angela Burk-Herrick, Mathematics & Science
Annette Henry, Kinesiology, Nutrition, & Athletics
Anthony DiSalvo, Dean, Language Arts and Library
Charmaine Phipps, Language Arts
Daniel Jacobo, Visual and Performing Arts
Jeffrey Laguna, Health Sciences
Linda Marcotte, Social & Behavioral Sciences
Marie Boyd, Curriculum Chair
Marlene Soto, Health Sciences
Megan Keebler, Instructional Support
Meridith Randall, Associate Superintendent of Instruction
and Institutional Effectiveness

Naomi McCool, Social and Behavioral Sciences
Rob Kopp, Mathematics & Science
RuthAnn Garcia, Transfer Center
Ryan Sipma, Catalog and Schedule Coordinator
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:

Elaine Martinez, Kinesiology, Nutrition, & Athletics
Helen Leung, Counseling
John Machado, Visual & Performing Arts
Kathy Lucero, Admissions and Records
Lucy Serrano, Counseling
Mark Forde, Chino Representative

Michael Escobosa, Health Sciences
Misty Burrue, Faculty Senate President
Patricia Bopko, Financial Aid
Stephen Calebotta, Language Arts
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 1:35p.m.
2. **Public Comment:** No comment.
3. **Review and Approval of August 22, 2018 Expanded Summary Notes:** The summary notes were approved 15/0/0.
4. **Discussion Items:**
 - 4.1. **Curriculum Training:** The Chair will send the "Training the Curriculum Committee" PowerPoint to the Curriculum members who were absent during the retreat.
 - 4.2. **Curriculum By-Laws:** The committee approved the revised By-Laws as presented 16/0/0.
5. **Articulation Report:** The Articulation Officer distributed a report on the UCTCA and ASSIST articulation impacts from the 2017-2018 curriculum cycle. The report listed courses submitted to the UCTCA for re-review due to prerequisites changes, new courses submitted for UC Transferability, and old courses submitted for possible inclusion. His report also included courses entered as "new" in ASSIST as well as existing courses that were modified in ASSIST.
6. **Guided Pathways:** A team from Chaffey will attend an upcoming Guided Pathways Institute which will focus on the student services areas, specifically the steps involved in the intake process. Angela Burk-Herrick will bring back information from the institute to present to the committee. She also announced that many Guided Pathways projects will

happen this year including, but not limited to, mapping course sequences and designing meta-majors; as a result, the PSR writing process will be modified for the 2018-2019 academic year. Expectations will be outlined for this modified process. The annual update can still be submitted from departments who have urgent resource needs. The SLO cycle will still continue for TaskStream specifically for uploading the assessment plan and assessment results. Announcements for TaskStream training on the assessment plan will come later in the year.

7. Miscellaneous:

- 7.1. The Prerequisite Workgroup will meet on September 5, 2018 at 1:00pm in BEB-204.
- 7.2. Information on the new Funding Formula will be distributed and discussed at the September 5, 2018 curriculum meeting.
- 7.3. AP-4024 on Credit Hour and Units will be discussed and up for approval at the September 5, 2018 curriculum meeting.

8. Consent Agenda: The consent agenda was approved 17/0/0.

- 8.1. **SOC-10:** The ESL-475 prerequisite was removed and added as an advisory as requested by Faculty. The assessment level into ENGL-1A was also removed. This course was part of the AB-705 changes in which ESL classes were not touched; however due to enrollment blocks, ESL-475 needed to be removed as a prerequisite. Changes have been reflected in Colleague.

9. NEW BUSINESS:

Course Modifications: First Reading

HIST-10	History of Asian Civilizations II	Approval: 15/0/0 <i>SLOs need to go into TaskStream</i>
----------------	-----------------------------------	--

Course Modifications: First and Second Reading

ANTHRO-1L	Laboratory for Biological Anthropology	Approval: 15/0/0
NURVN-411L	Advanced Medical Surgical Nursing Lab	Approval: 15/0/0

Program Deactivations: Final Reading

Dental Assisting	A.S.	Approval: 15/0/0
Dental Assisting	Certificate of Achievement	Approval: 15/0/0

PACKAGE: Heating, Ventilation, Air Conditioning and Refrigeration

New Course: First and Second Reading

HVACR-606	HVAC Flues and Ducts	Approval: 16/0/0
HVACR-607	HVAC Commercial Applications	Approval: 16/0/0
HVCAR-608	HVAC Troubleshooting	Approval: 16/0/0
HVCAR-609	Advanced Commercial HVAC	Approval: 16/0/0
HVCAR-610	Building Automation Control Systems	Approval: 16/0/0
HVCAR-611	HVAC Management Topics	Approval: 16/0/0

New Program: Final Reading

Heating, Ventilation, Air Conditioning and Refrigeration Level 2	Certificate of Competency	Approval: Tabled 16/0/0 <i>Description needs to be updated to include occupational outlook.</i>
---	---------------------------	--

10. Adjournment: The meeting was adjourned at 2:12pm.

Name	ATTENDANCE	SUMMARY NOTES	BY-LAWS Revisions	CONSENT AGENDA	ANTHRO-1L 1 ST /2 ND RDNG	HIST-10 1 ST READING	NURVN-411L 1 ST /2 ND RDNG	Dental Assisting AS Deactivation	Dental Assisting CA Deactivation	HVCAR-606 1 ST /2 ND RDNG	HVCAR-607 1 ST /2 ND RDNG	HVCAR-608 1 ST /2 ND RDNG	HVCAR-609 1 ST /2 ND RDNG	HVCAR-610 1 ST /2 ND RDNG	HVCAR-611 1 ST /2 ND RDNG	HVCAR LEVEL II CERTIFICATE OF COMPTENCY TABLED
Angela Burk-Herrick	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
Anthony DiSalvo	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Charmaine Phipps	X			X												
Daniel Jacobo	X		X	X						X	X	X	X	X	X	X
Elaine Martinez																
Helen Leung																
Jeffrey Laguna	X	X	X	X	X	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	X	X	X	X	X
Lucy Serrano																
Mark Forde																
Marlene Soto	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Megan Keebler	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Michael Escobosa																
Misty Burruel																
Naomi McCool	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
RuthAnn Garcia	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Ryan Sipma	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Sean Stratton	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
Stephen Calebotta																
Tracy Kocher	X	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
Total Counts	17	15	16	17	15	15	15	15	15	16	16	16	16	16	16	16

Quorum= (26/2) +1=14

Guests: None

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