

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

Teleconference x6759

SUMMARY NOTES

October 31, 2018

1:30pm-3:00pm

Members Present:

Angela Burk-Herrick, Mathematics & Science
Charmaine Phipps, Language Arts
Elaine Martinez, Kinesiology, Nutrition, & Athletics
John Machado, Visual & Performing Arts
Kathy Lucero, Admissions and Records
Linda Marcotte, Social & Behavioral Sciences
Marie Boyd, Curriculum Chair
Mark Forde, Chino Representative
Marlene Soto, Health Sciences
Megan Keebler, Instructional Support
Meridith Randall, Associate Superintendent of Instruction
and Institutional Effectiveness

Misty Burrue, Faculty Senate President
Naomi McCool, Social and Behavioral Sciences
Rob Kopp, Mathematics & Science
Ryan Sipma, Catalog and Schedule Coordinator
Sean Stratton, Articulation Officer
Sharon Awad, Administrative Assistant II, Curriculum
Stephen Calebotta, Language Arts
Stephen Shelton, Vice Chair
Tracy Kocher, Business & Applied Technology
Vanessa Thomas, Business and Applied Technology, High
School Articulation

Members Absent:

Annette Henry, Kinesiology, Nutrition, & Athletics
Anthony DiSalvo, Dean, Language Arts and Library
Daniel Jacobo, Visual and Performing Arts
Helen Leung, Counseling
Jeffrey Laguna, Health Sciences
Lucy Serrano, Counseling

Michael Escobosa, Health Sciences
Patricia Bopko, Financial Aid
RuthAnn Garcia, Transfer Center
Shelley Marcus, Library Learning Resources
Wanda Baker, Business & Applied Technology

Guests:

Maria Fitzpatrick

1. **Call To Order/New Committee Members:** The meeting was called to order at 1:33p.m.
2. **Public Comment:** Angela Burk-Herrick congratulated Tracy Kocher on winning first place at Chaffey College's 2018 Halloween Contest.
3. **Review and Approval of October 17, 2018 Expanded Summary Notes:** The summary notes were approved 14/0/1.
4. **Discussion Items:**
 - 4.1. **AP Credit Score:** The conversation continued from the last curriculum meeting. Chaffey College is currently accepting an AP Credit score of four for U.S. History and Psychology course equivalencies. Naomi McCool spoke with both departments and History Faculty have decided to accept a score of three for U.S. History. Kathy Lucero believes the Catalog can provide clearer language on exactly what can be awarded for students in terms of AP Credit. The Catalog and Schedule Coordinator will work on some designs to provide clarity on the AP Credit Score Chart on pages 27-28. The Articulation Officer advocated that the college follow the standards of the CSU protocol for all AP course equivalencies. Maria Fitzpatrick shared that PSYCH-1 articulates to both the UCs and CSUs. She stated that UCs do not grant course equivalency for an AP score of three. The UC gives "unassigned or general credits" for a score of a three meaning students may have to repeat the course at the receiving UC institution. The department wants to align with the rigor of the IGETC pattern and the UCs. Maria shared that accepting a score of a three for equivalency may impact the rest of the course sequence in the program. The Chair suggested that Maria Fitzpatrick get a copy of the AP test, request a statistical validation between PSYCH-1 and PYSCH-80 to disaggregate the grade

effects of PSYCH-1 to PSYCH-80, and return to the Curriculum Committee early spring semester to report the data. The committee voted 16/0/0 that the actions suggested by the Chair take place.

4.2. Allowable COOPED Course Designs: The committee revisited the last conversation that took place on COOPED on January 31, 2018. Discussion continued on whether or not faculty should find the employment site for a student, the display of unit ranges, addition of co-requisites/prerequisites to COOPED courses, and if faculty can/should create a one unit lecture companion course to accommodate occupational COOPED courses. The committee decided that due to the many questions surrounding COOPED, the college's COOPED plan needs to be revised. The Faculty Senate President suggested that a policy be created; however, no decision has been made on who would create this policy.

4.3. AP 4023 Workgroup: David Karp has joined the group. Angela Burk-Herrick has emailed CPC to gain more attendance from those members. Dr. Randall suggested that the revisions to the AP should include CTE programs needing advisory committee minutes in the packets.

4.4. Chancellor's Office Curriculum Update:

1. **Substantial and Nonsubstantial changes for program modifications:** There is no longer a distinction between substantial and nonsubstantial changes in the Curriculum Inventory. This is beneficial as substantial changes used to prompt a new control number, which essentially means a new program to the Chancellor's Office.
2. **New Language for Credit Certificates [Title 5 §55070](#):** Credit Certificates that are 16 or more semester units must now be submitted to the Chancellor's Office. Before, the minimum unit count for a certificate submission was 18 units. Previously, colleges had the option of submitting certificates between 12 to 17.5 units, but colleges may now submit certificates as low as 8 units so that these certificates may be transcribed after Chancellor's Office approval. The new certificate program award types available for submission will now be:
 - 4.4.2.1. Certificate of Achievement: 16 or greater semester (or 24 or greater quarter) units
 - 4.4.2.2. Certificate of Achievement: 8 to fewer than 16 semester (or 12 to fewer than 24 quarter units)

The memo from the Chancellor's Office states that the Curriculum Inventory will be able to accommodate these new changes early next year.

3. **Simplified Process for Submitting IGETC and CSU-GE Certificates:** Curriculum Specialists are no longer required to attach all the CORs for the IGETC and CSU-GE certificates and can just attach a copy of the certificates from the Catalog.
4. **Local Approval of COOPED (Title 5 §55250, 55251, 55256.5):** As of March 2018, COOPED courses have local approval. The courses still need to be submitted to the Chancellor's Office for chaptering, but should the course need a new control number, the college will receive one in 24 to 48 hours. COOPED courses may also award units in 0.5 increments.

4.5. Articulation Report (GE Pattern for University Studies): Tabled

4.6. Guided Pathways/AB-705 Curriculum Webinar: Tabled

5. Guided Pathways: Tabled

6. Miscellaneous: Tabled

7. Consent Agenda: The consent agenda was approved 16/0/0.

7.1. The descriptions for the Industrial Electrical Technology AS Degree, and Industrial Electrical Technology Certificates Level I, II, and III have been revised to include minor language that delineates the certificates as Level I, Level II, and Level III. These programs of study were approved by the Curriculum Committee on October 3, 2018.

7.2. The unit range for the Industrial Electrical Technology Level I Certificate of Achievement was fixed to show the proper range of 20-23 units. The original word report did not pull the 1-4 unit range of IET-484ABCD.

- 7.3. The unit range for the Industrial Electrical Technology Level II Certificate of Achievement was fixed to show the proper range of 30-33 units. The original word report did not pull the 1-4 unit range of IET-484ABCD.
- 7.4. The unit range for the Industrial Electrical Technology Level III Certificate of Achievement was fixed to show the proper range of 43-46 units. The original word report did not pull the 1-4 unit range of IET-484ABCD.
- 7.5. The unit range for the Industrial Electrical Technology A.S. Degree was fixed to show the proper range of 43-46 units. The original word report did not pull the 1-4 unit range of IET-484ABCD.
- 7.6. The phrase “This course may also require completion of lab assignments” has been removed from CHIN-1 and CHIN-2 descriptions and was replaced with “This course may also require completion of supplemental assignments.” CHIN-1 and CHIN-2 were approved by the Curriculum Committee on September 19, 2018.

8. NEW BUSINESS:

Course Modifications with DE: First and Second Reading

RE-10	Real Estate Principles	Modification Approval: 16/0/0	Distance Education Approval Hybrid/Online: 16/0/0
RE-15	Real Estate Practice	Modification Approval: 16/0/0	Distance Education Approval Hybrid/Online: 16/0/0
RE-475	Real Estate Escrow I	Modification Approval: 16/0/0	Distance Education Approval Online: 16/0/0

Course Modifications: First and Second Reading

ARABIC-1	Elementary Modern Standard Arabic	Approval: 16/0/0
ARABIC-4	Intermediate Modern Standard Arabic	Approval: 16/0/0
FIRETEC-11	Legal Aspects of Emergency Services	Approval: 16/0/0
FIRETEC 12	Occupational Safety and Health for Emergency Services	Approval: 16/0/0

Program Modifications: Final Reading

Dietetic Service Supervisor	Certificate of Achievement	Approval: 16/0/0
Real Estate	A.S. <i>The description should include possible occupational opportunities students may receive after obtaining this program of study.</i>	Approval: Tabled
Real Estate	Certificate of Achievement <i>The description should include possible occupational opportunities students may receive after obtaining this program of study.</i>	Approval: Tabled
Real Estate Salesperson’s Certificate	Certificate of Career Preparation <i>The description should include possible occupational opportunities students may receive after obtaining this program of study.</i>	Approval: Tabled

9. Adjournment: The meeting was adjourned at 2:48p.m.

Name	ATTENDANCE	SUMMARY NOTES	CONSENT AGENDA	AP Credit Score-PSYCH	RE-10 1 ST /2 ND READING	RE-15 1 ST /2 ND READING	RE-475 1 ST /2 ND READING	ARABIC-1 1 ST /2 ND READING	ARABIC-4 1 ST /2 ND READING	FIRETEC-11 1 ST /2 ND READING	FIRETEC-12 1 ST /2 ND READING	DIETETIC SERVICE SUPERVISOR
Angela Burk-Herrick	X	X	X	X	X	X	X	X	X	X	X	X
Annette Henry												
Anthony DiSalvo												
Charmaine Phipps	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
Helen Leung												
Jeffrey Laguna												
John Machado	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
Lucy Serrano												
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	X
Megan Keebler	X	X	X	X	X	X	X	X	X	X	X	X
Michael Escobosa												
Misty Burruel	X	a	X	X	X	X	X	X	X	X	X	X
Naomi McCool	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
RuthAnn Garcia												
Ryan Sipma	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
Shelley Marcus												
Stephen Calebotta	X	X	X	X	X	X	X	X	X	X	X	X
Tracy Kocher	X	X	X	X	X	X	X	X	X	X	X	X
Vanessa Thomas	X	X	X	X	X	X	X	X	X	X	X	X
Wanda Baker												
Total Counts	16	15	16	16	16	16	16	16	16	16	16	16

Quorum= (26/2) +1=14

Guests: Maria Fitzpatrick

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