

**CHAFFEY COLLEGE**  
**CURRICULUM COMMITTEE MEETING**  
**RANCHO CAMPUS BEB BUILDING, CONFERENCE ROOM 204**  
**FONTANA CAMPUS, FNAC 100**  
**CHINO CAMPUS, CHMB 143**  
**Teleconference x6759**  
**SUMMARY NOTES**  
**November 6, 2019**  
**1:30pm-3:00pm**

**Members Present:**

Angela Burk-Herrick, Curriculum Chair  
 Candice Hines-Tinsley, Kinesiology, Nutrition, & Athletics  
 Charmaine Phipps, Language Arts  
 Christina McPeck, Social & Behavioral Sciences  
 Erik Kolb, Mathematics & Science  
 Jeffrey Laguna, Health Sciences  
 Julie Law, Counseling  
 Kathleen Galipeau, Hospitality, Fashion, Interior Design, & Culinary

Megan Keebler, Instructional Support  
 Naomi McCool, Social & Behavioral Sciences  
 Nicole Farrand, Visual & Performing Arts  
 Patricia Powell, Counseling  
 Rob Kopp, Mathematics & Science  
 Ryan Sipma, Catalog & Schedule Coordinator  
 Sean Stratton, Articulation Officer  
 Shelley Marcus, Library Learning Resources  
 Shireen Awad, Curriculum Specialist

**Members Absent:**

Bruce Osburn, Business & Applied Technology  
 Daniel Jacobo, Visual & Performing Arts  
 Elaine Martinez, Kinesiology, Nutrition, & Athletics  
 Jo Alvarez, SLO Facilitator, PSR Representative  
 Kathy Lucero, Admissions & Records  
 Laura Hope, Interim, Associate Superintendent of Instruction and Institutional Effectiveness  
 Lisa Doget, Health Sciences  
 Michael Escobosa, Health Sciences

Nicole DeRose, Acting Faculty Senate President  
 Patricia Bopko, Financial Aid  
 Rob Rundquist, Interim Dean, Institutional Effectiveness and Intersegmental Partnerships  
 RuthAnn Garcia, Transfer Center  
 Sherrie Loewen, Health Sciences  
 Stephen Calebotta, Language Arts  
 Vanessa Thomas, Business & Applied Technology

**Guests:**

Luke Gunderson, Social and Behavioral Sciences  
 Mary Romero, Business & Applied Technology  
 Michele Jenkins, Visual & Performing Arts

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 October 23, 2019 Expanded Summary Notes:** The summary notes were approved 11/0/3.
4. **Consent Agenda:** The consent agenda was approved 14/0/0.
  - 4.1. The curriculum below belongs to the MATH package. MATH-550 is being deactivated. Per faculty consent, the Curriculum Chair has removed MATH-550 from these courses not within the MATH discipline.

<b>CHEM-10</b>	Introductory Chemistry
<b>CHEM-7</b>	Chemistry in Everyday Life with Lab
<b>CHEM-8</b>	Chemistry in Society
<b>ECON-2</b>	Principles of Macroeconomics
<b>ECON-4</b>	Principles of Microeconomics
<b>IET-401A</b>	Introduction to Electricity
<b>PHSCI-10</b>	Survey of Chemistry and Physics

## 5. Curriculum Proposals:

### **PACKAGES:**

#### **PACKAGE: DANCE**

##### **New Courses: First and Second Reading**

*The originator was present to answer the committee's questions regarding the new course proposal and the purpose of the deactivations. The originator and the Dean will ensure that the deactivations do not impact students negatively.*

<b>DANCE-452</b>	Student Choreography for Performance II	Approval: 14/0/0
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##### **Course Deactivations: Final Reading**

<b>DANCE-40B</b>	Modern Dance IIB	Approval: 15/0/0
<b>DANCE-8B</b>	Ballet IIB	Approval: 15/0/0

##### **Program Modifications: Final Reading**

<b>Dance</b>	A.A.	Approval: 15/0/0
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#### **PACKAGE: ART**

##### **New Courses: First and Second Reading**

*Discussion ensued around the limitation of enrollment and description language. The committee suggested that both the description and limitation on enrollment should maintain language on the five pieces of artwork requirement. The originator will work with the Curriculum Chair to refine the language in the description to add distinction between the limitation of enrollment and the description language.*

<b>ART-460</b>	Portfolio and Presentation	Approval: 15/0/0
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##### **Course Deactivations: Final Reading**

<b>ART-488</b>	Portfolio and Presentation	Approval: 15/0/0
<b>ART-62B</b>	Illustration II	Approval: 15/0/0

##### **Program Modifications: Final Reading**

<b>Art</b>	A.A.	Approval: 15/0/0
<b>Art - Ceramics Studio</b>	A.A.	Approval: 15/0/0
<b>Associate in Arts in Studio Arts for Transfer</b>	AA-T	Approval: 15/0/0

##### **Program Deactivations: Final Reading**

<b>Art - Drawing/Painting Studio</b>	A.A.	Approval: 15/0/0
<b>Art - Intermedia Emphasis</b>	A.A.	Approval: 15/0/0
<b>Art/Visual Communication: Illustration</b>	A.S.	Approval: 15/0/0

**PACKAGE: MATH STATWAY****Course Deactivations: Final Reading**

*Rob Kopp thanked the Articulation Office for his work on articulating these courses.*

<b>MATH-17</b>	Statway II	Approval: 13/1/1
<b>MATH-417</b>	Statway I	Approval: 13/1/1

**PACKAGE: MATH****Course Deactivations: Final Reading**

<b>MATH-550</b>	Introduction to Algebra	Approval: 15/0/0
<b>MATH-642</b>	Skill Building for Math 420	Approval: 15/0/0
<b>MATH-645</b>	Skill Building for Math 450	Approval: 15/0/0

**Course Modifications w/ DE: First and Second Reading**

<b>MATH-420</b>	Essentials of Intermediate Algebra	Approval: 15/0/0	Distance Education Approval Hybrid: 15/0/0
<b>MATH-450</b>	Intermediate Algebra: A Critical Thinking Approach	Approval: 15/0/0	Distance Education Approval Hybrid: 15/0/0

**Course Modifications: First and Second Reading**

<b>MATH-401</b>	Mathematics for Health Science	Approval: 15/0/0
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**NONPACKAGES:****Course Modifications: Second Reading**

<b>ART-484</b>	Motion Graphic Animation <i>The Committee would like a representative textbook.</i>	Approval: 14/0/0
<b>RADTEC-10</b>	Anatomy and Radiographic Positioning I	Approval: 14/0/0
<b>RADTEC-16</b>	Patient Care for Radiologic Technologists	Approval: 14/0/0
<b>RADTEC-16L</b>	Laboratory for Patient Care for Radiologic Technologists	Approval: 14/0/0
<b>RADTEC-20L</b>	Laboratory for Radiologic Science and Protection	Approval: 14/0/0
<b>RADTEC-31</b>	Radiographic Clinical Education I	Approval: 14/0/0

**Course Modifications w/ DE: First and Second Reading**

<b>MATH-25</b>	College Algebra	Approval: 14/0/0	Distance Education Approval Hybrid: 14/0/0
<b>MUSIC-15</b>	Introduction to Music Business	Approval: 14/0/0	Distance Education Approval Online: 14/0/0

**Course Modifications: First and Second Reading**

<b>CDE-1</b>	Principles & Practices in Early Childhood Education	Approval: 14/0/0
<b>CDE-23</b>	Introduction to Children with Special Needs	Approval: 14/0/0

<b>MUSIC-40</b>	Beginning Guitar	Approval: 14/0/0
<b>STAT-10</b>	Elementary Statistics	Approval: 14/0/0

### New Programs: Final Reading

<b>Professional Baking and Patisserie</b>	A.S.	Approval: 14/0/0
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### Program Modifications: Final Reading

<b>Physical Science</b>	A.S.	Approval: 14/0/0
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### Course Modifications: First Reading

<b>RADTEC-34</b>	Radiographic Imaging	Approval: 14/0/0
<b>RADTEC-34L</b>	Laboratory for Radiographic Imaging	Approval: 14/0/0
<b>RADTEC-41</b>	Radiographic Clinical Education II	Approval: 14/0/0
<b>RADTEC-51</b>	Radiographic Clinical Education III	Approval: 14/0/0
<b>RADTEC-61</b>	Radiographic Clinical Education IV	Approval: 14/0/0
<b>RADTEC-71</b>	Radiographic Clinical Education V	Approval: 14/0/0
<b>RADTEC-77</b>	Radiographic Pathology	Approval: 14/0/0
<b>RADTEC-82</b>	Radiographic Clinical Education VI	Approval: 14/0/0

## 6. Curriculum Workgroups Update:

**6.1. Handbook-Roles and Responsibilities:** The Chair asked the committee to review the revised Curriculum Review and Approval Process Handbook and provide feedback at the next curriculum meeting.

## 7. Discussion Items:

**7.1. Periodic Review from Chancellor's Office:** The CCCCO has been working to streamline the approval process of community college curriculum since 2017. The result is that for a majority of the courses and programs, the Curriculum Chair, Faculty Senate President, Chief Instructional Officer, and Superintendent/President are asked to certify that documented curriculum processes have been followed. The college certifies that to the best of its knowledge, they are compliant with Ed. Code, California Code of Regulations, Title 5, and the current CCCCO Program and Course Approval Handbook (PCAH). Then, when most curriculum is sent to CCCCO, it is simply chaptered (i.e. automatically approved) by the Chancellor's Office. The ultimate responsibility for oversight has shifted from the Chancellor's office to local community colleges. However, included with the streamlined process, the Chancellor's Office will periodically review curriculum and the first review will take place in January.

In anticipation of this review, the Curriculum Specialist (Shireen Awad) has been analyzing the college's curriculum for the required elements and working on cleanup. She found that the college is in good shape for courses, however the Curriculum Office has some concerns about the degrees and certificates. Unlike courses, degree and certificate modifications have not been locally required to be launched for committee review on a regular basis (every two years for CTE programs, every five years for non-CTE programs). As a result, the college will likely be out of compliance with CCCCO expectations for many of the programs. Should the CCCCO send any programs or courses back to the college for revisions, the college will have 60 days to complete them. The Curriculum Office is not expecting that this work be completed by January, but they want to have a plan in place for accomplishing this work and/or show that this work is in progress. In the future, the Curriculum Office will track programs as they do for courses, and coordinators will be notified every year of needed curricular updates.

**7.2. Packaging Procedure for Deactivations in Multiple Disciplines:** The packaging process has helped ensure that programs and courses are consistent with the changes approved through the curriculum process. In an effort to facilitate the clerical process of deactivations across multiple disciplines, the Curriculum Chair will reach out to the

faculty in impacted disciplines for permission to remove the deactivations from their courses and programs clerically. Any impacted courses and programs within the originator's discipline will still need to be launched by the faculty in that discipline. Only impacted courses and programs in disciplines that differ from the originators' will be completed by the Curriculum Chair. These changes will be reported via consent agenda.

**7.3. Transfer Course Policy:** The Chair asked the committee to bring back revisions to the next meeting.

**8. Curriculum Tip of the Day:** Tabled.

**9. Floor Items:** The Curriculum Office announced that the college will move forward with CurriQunet Meta as the new local curriculum management system.

**10. Adjournment:** The meeting was adjourned at 2:57p.m.

Name	ATTENDANCE	Summary Notes 10/23/2019	CONSENT AGNEDA	DANCE-452	DANCE-40B DEACTIVATION	DANCE-8B DEACTIVATION	DANCE AA	ART-460	ART-488 DEACTIVATION	ART-62B DEACTIVATION	ART AA	ART-CERAMICS AA	STUDIO ARTS AAT	ART-DRAWING/PAINTING STUDIO DEACTIVATION	ART-INTERMEDIA EMPHASIS AA DEACTIVATION	ART/VISUAL COMMUNICATION: ILLUSTRATION DEACTIVATION	MATH-17 DEACTIVATION	MATH-417 DEACTIVATION
Bruce Osburn																		
Candice Hines-Tinsley	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
Christina McPeck	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Daniel Jacobo																		
Erik Kolb	X				X	X	X	X	X	X	X	X	X	X	X	X	X	X
Elaine Martinez																		
Jeffrey Laguna	X	A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Jo Alvarez																		
Julie Law	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Kathy Galipeau	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Lisa Doget																		
Megan Keebler	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Michael Escobosa																		
Naomi McCool	X	A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Nicole DeRose																		
Nicole Farrand	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Patricia Powell	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	N	N
Rob Kopp	X	X	X	X	X	X	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	X	X	X	X	X	X
Sean Stratton	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	A	A
Shelley Marcus	X	A	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Sherrie Loewen																		
Stephen Calebotta																		
Total Counts	15	14	14	14	15	15	15	15	15	15	15	15	15	15	15	15	15	15

Quorum= 25/2=12.5+1=13.5=14

Non-Voting	
Angela Burk-Herrick	X
Kathy Lucero	
Laura Hope	
Patricia Bopko	
Rob Rundquist	
Shireen Awad	X
Vanessa Thomas	
PSR Representative	
Student Representative	
DE Representative (Jonathan Ausubel)	



