

**CHAFFEY COLLEGE  
CURRICULUM COMMITTEE MEETING  
VIA ZOOM ONLY**

**MEETING LINK:** <https://cccconfer.zoom.us/j/268215263>

**MEETING ID:** 268-215-263

**SUMMARY NOTES**

**April 15, 2020**

**1:30pm-3:00pm**

**Members Present:**

Angela Burk-Herrick, Curriculum Chair  
Bruce Osburn, Business & Applied Technology  
Candice Hines-Tinsley, Kinesiology, Nutrition, & Athletics  
Charmaine Phipps, Language Arts  
Christina McPeck, Social & Behavioral Sciences  
Elaine Martinez, Kinesiology, Nutrition, & Athletics  
Jeffrey Laguna, Health Sciences  
Julie Law, Counseling  
Kathleen Galipeau, Hospitality, Fashion, Interior Design, & Culinary  
Laura Hope, Associate Superintendent of Instruction and Institutional Effectiveness  
Lisa Doget, Health Sciences

Mary Romero, Business & Applied Technology  
Naomi McCool, Social & Behavioral Sciences  
Nicole DeRose, Acting Faculty Senate President  
Nicole Farrand, Visual & Performing Arts  
Patricia Powell, Counseling  
Rob Kopp, Mathematics & Science  
Rob Rundquist, Interim Dean, Institutional Effectiveness and Intersegmental Partnerships  
Ryan Sipma, Catalog & Schedule Coordinator  
Shelley Marcus, Library Learning Resources  
Sherrie Loewen, Health Sciences  
Shireen Awad, Curriculum Specialist  
Stephen Calebotta, Language Arts  
Vanessa Thomas, Business & Applied Technology

**Members Absent:**

Daniel Jacobo, Visual & Performing Arts  
Erik Kolb, Mathematics & Science  
Jo Alvarez, SLO Facilitator, PSR Representative  
Kathy Lucero, Admissions & Records  
Megan Keebler, Instructional Support

Michael Escobosa, Health Sciences  
Patricia Bopko, Financial Aid  
RuthAnn Garcia, Transfer Center  
Sean Stratton, Articulation Officer

**Guests:**

Carol Hutte, Library Learning Resources

1. **Call To Order/New Committee Members:** The meeting was called to order at 1:35p.m. Shelley Marcus introduced Carol Hutte who will now serve the role as the Librarian Reviewer on the Curriculum Committee. The Committee welcomed Carol.
2. **Public Comment:** Carol Hutte reminded the committee that the Librarians are here to help instructional faculty obtain resources for their classes.
3. **Review and Approval of April 1, 2020 Expanded Summary Notes:** The summary notes were approved 17/0/1.
4. **Consent Agenda:** The consent agenda was approved 18/0/0.
  - 4.1. Per Chancellor's Office request, changed UCTP: Chemistry from A.S. to AS-T.
  - 4.2. Distance Education Addenda for Summer 2020 and Fall 2020 Schedules (Please note: Courses marked only as online can also be taught as hybrid. Courses marked only as hybrid can only be taught as hybrid.). To streamline the approvals of the DE proposals, the Curriculum Office will complete both Curriculum Committee approvals and the Associate Superintendent of Instruction's approvals simultaneously in Curricunet. Laura Hope's attendance and live approval at today's meeting serves as her approval in Curricunet.

Course Name	Type	Hybrid	Online
ACCTGFS 465	Mod w/ DE	X	X
ANTHRO 1	Mod w/ DE		X
ANTHRO 1L	Mod w/ DE		X
ANTHRO 2	Mod w/ DE	X	X
ANTHRO 3	Mod w/ DE		X
ARABIC 1	Mod w/ DE	X	X
ARABIC 2	Mod w/ DE	X	X
ARABIC 3	Mod w/ DE	X	X
ARABIC 4	Mod w/ DE	X	X
ART 10	Mod w/ DE	X	X
ART 12	Mod w/ DE	X	X
ART 14	Mod w/ DE	X	X
ART 15	Mod w/ DE	X	X
ART 16	Mod w/ DE	X	X
ART 34	Mod w/ DE	X	X
ART 407	Mod w/ DE	X	X
ART 460	Mod w/ DE	X	X
ART 62A	Mod w/ DE	X	X
ART 63	Mod w/ DE	X	X
ART 73	Mod w/ DE	X	X
ART 82	Mod w/ DE	X	X
ART 83	Mod w/ DE	X	X
ART 98 ABC	Mod w/ DE	X	X
ARTMGT 410	Mod w/ DE		X
ARTMGT 420	Mod w/ DE		X
ARTMGT 430	Mod w/ DE		X
ARTMGT 440	Mod w/ DE		X
ASL 1	Mod w/ DE	X	X
ASL 2	Mod w/ DE	X	X
ASL 3	Mod w/ DE	X	X
ASL 4	Mod w/ DE	X	X
AUTOTEC 10	Mod w/ DE	X	X
AUTOTEC 15	Mod w/ DE	X	X
AUTOTEC 407	Mod w/ DE	X	X
AUTOTEC 416	Mod w/ DE	X	X
AUTOTEC 417	Mod w/ DE	X	X
AUTOTEC 418	Mod w/ DE	X	X
AUTOTEC 422	Mod w/ DE	X	X
AUTOTEC 423	Mod w/ DE	X	X
AUTOTEC 427	Mod w/ DE	X	X
AUTOTEC 429	Mod w/ DE	X	X
AUTOTEC 432	Mod w/ DE	X	X
AUTOTEC 443	Mod w/ DE	X	X

Course Name	Type	Hybrid	Online
AUTOTEC 450	Mod w/ DE		X
AUTOTEC 455	Mod w/ DE		X
BIOL 1	Mod w/ DE	X	X
BIOL 10	Mod w/ DE	X	X
BIOL 12	Mod w/ DE	X	X
BIOL 14	Mod w/ DE	X	X
BIOL 2	Mod w/ DE	X	X
BIOL 20	Mod w/ DE	X	
BIOL 23	Mod w/ DE	X	X
BIOL 3	Mod w/ DE	X	X
BIOL 40	Mod w/ DE	X	
BIOL 424	Mod w/ DE	X	X
BIOL 62	Mod w/ DE	X	
BIOL 63	Mod w/ DE	X	
BRDCAST 3	Mod w/ DE		X
BRDCAST 60	Mod w/ DE		X
BRDCAST 62	Mod w/ DE		X
BRDCAST 67	Mod w/ DE		X
BRDCAST 70	Mod w/ DE		X
CDE 1	Mod w/ DE		X
CDE 4	Mod w/ DE		X
CDE 5	Mod w/ DE		X
CHEM 8	Mod w/ DE		X
CHEM 10	Mod w/ DE	X	X
CHEM 12	Mod w/ DE	X	X
CHEM 24A	Mod w/ DE	X	X
CHEM 24B	Mod w/ DE	X	X
CHEM 7	Mod w/ DE	X	X
CHEM 76A	Mod w/ DE	X	
CHEM 76B	Mod w/ DE	X	
CHEM 9	Mod w/ DE	X	X
CINEMA 20	Mod w/ DE		X
CINEMA 22	Mod w/ DE		X
CINEMA 25	Mod w/ DE		X
CINEMA 26	Mod w/ DE		X
CIS 420	Mod w/ DE	X	X
CISHDSP 40	Mod w/ DE	X	X
CISNTWK 11	Mod w/ DE	X	X
CJ 1	Mod w/ DE	X	X
CJ 459	Mod w/ DE	X	X
CJ 52	Mod w/ DE	X	X
CJ 53	Mod w/ DE	X	X

Course Name	Type	Hybrid	Online
CJ 57	Mod w/ DE	X	X
COMSTD 6	Mod w/ DE	X	X
COMSTD 74	Mod w/ DE	X	X
CUL 15	Mod w/ DE		X
DENTAL 405	Mod w/ DE	X	X
DENTAL 415	Mod w/ DE	X	X
DENTAL 425	Mod w/ DE	X	X
DENTAL 435	Mod w/ DE	X	X
DENTAL 445	Mod w/ DE	X	X
ED 400	Mod w/ DE		X
EMT 11	Mod w/ DE	X	
ENGL 35	Mod w/ DE	X	X
ENGL 495	Mod w/ DE	X	X
ENGL 68	Mod w/ DE	X	X
ENGL 74	Mod w/ DE	X	X
ENGL 76	Mod w/ DE	X	X
ESL 475	Mod w/ DE	X	X
ESL 608	Mod w/ DE	X	X
ESL 612	Mod w/ DE	X	X
ESL 622	Mod w/ DE	X	X
ESL 632	Mod w/ DE	X	X
ESL 642	Mod w/ DE	X	X
ESL 650	Mod w/ DE	X	X
ESL 652	Mod w/ DE	X	X
FR 1	Mod w/ DE	X	X
FR 2	Mod w/ DE	X	X
GEOL 1	Mod w/ DE		X
GEOL 2	Mod w/ DE		X
HIST 12	Mod w/ DE		X
HIST 37	Mod w/ DE		X
HIST 5	Mod w/ DE		X
HIST 6	Mod w/ DE		X
HIST 70	Mod w/ DE		X
HIST 71	Mod w/ DE		X
HVACR 600	Mod w/ DE	X	X
HVACR 601	Mod w/ DE	X	X
HVACR 602	Mod w/ DE	X	X
HVACR 603	Mod w/ DE	X	X
HVACR 604	Mod w/ DE	X	X
HVACR 605	Mod w/ DE	X	X
HVACR 606	Mod w/ DE	X	X
HVACR 607	Mod w/ DE	X	X

Course Name	Type	Hybrid	Online
HVACR 608	Mod w/ DE	X	X
HVACR 609	Mod w/ DE	X	X
HVACR 610	Mod w/ DE	X	X
HVACR 611	Mod w/ DE	X	X
ID 11	Mod w/ DE	X	X
ID 12	Mod w/ DE	X	X
IET 401A	Mod w/ DE	X	X
IET 405	Mod w/ DE	X	X
IET 407	Mod w/ DE	X	X
IET 411	Mod w/ DE	X	X
IET 413	Mod w/ DE	X	X
IET 417	Mod w/ DE	X	X
IET 419	Mod w/ DE	X	X
IET 421	Mod w/ DE	X	X
IET 460	Mod w/ DE	X	X
IET 401B	Mod w/ DE	X	X
IET 403A	Mod w/ DE	X	X
IET 403B	Mod w/ DE	X	X
IETELMT 430	Mod w/ DE		X
IETELMT 432	Mod w/ DE		X
INDMM 600	Mod w/ DE	X	X
INDMM 601	Mod w/ DE	X	X
JOUR 10	Mod w/ DE		X
JOUR 30	Mod w/ DE		X
KINACT 16	Mod w/ DE		X
KINACT 17	Mod w/ DE		X
KINACT 20	Mod w/ DE		X
KINACT 24	Mod w/ DE		X
KINACT 25	Mod w/ DE		X
KINACT 26	Mod w/ DE		X
KINACT 28A	Mod w/ DE		X
KINACT 28B	Mod w/ DE		X
KINACT 29A	Mod w/ DE		X
KINACT 29B	Mod w/ DE		X
KINACT 29C	Mod w/ DE		X
KINACT 35	Mod w/ DE		X
KINLEC 11	Mod w/ DE		X
KINLEC 32	Mod w/ DE		X
MATH 25	Mod w/ DE	X	X
MATH 31	Mod w/ DE	X	X
MATH 4	Mod w/ DE	X	X
MATH 401	Mod w/ DE	X	X

Course Name	Type	Hybrid	Online
MATH 420	Mod w/ DE	X	X
MATH 60	Mod w/ DE	X	X
MATH 61	Mod w/ DE	X	X
MATH 650	Mod w/ DE	X	X
MATH 65A	Mod w/ DE	X	X
MATH 65B	Mod w/ DE	X	X
MATH 75	Mod w/ DE	X	X
MATH 81	Mod w/ DE	X	X
MUSIC 16	Mod w/ DE		X
MUSIC 17	Mod w/ DE		X
MUSIC 18	Mod w/ DE		X
MUSIC 21	Mod w/ DE		X
MUSIC 40	Mod w/ DE		X
MUSIC 41	Mod w/ DE		X
MUSIC 5	Mod w/ DE		X
MUSIC 6	Mod w/ DE		X
MUSIC 7	Mod w/ DE		X
MUSIC 77	Mod w/ DE		X
MUSIC 78	Mod w/ DE		X
MUSIC 8	Mod w/ DE		X
NURVN 403	Mod w/ DE	X	X
NURVN 403L	Mod w/ DE	X	
NURVN 405	Mod w/ DE	X	X
NURVN 405L	Mod w/ DE	X	
NURVN 407C	Mod w/ DE	X	X
NURVN 409	Mod w/ DE	X	X
NURVN 411	Mod w/ DE	X	X
NURVN 411L	Mod w/ DE	X	
NURVN 413	Mod w/ DE	X	X
NURVN 413L	Mod w/ DE	X	
NURVN 414	Mod w/ DE	X	

Course Name	Type	Hybrid	Online
NURVN 415B	Mod w/ DE	X	X
NURVN 417B	Mod w/ DE	X	X
NURVN 600	Mod w/ DE		X
PHIL 72	Mod w/ DE		X
PHIL 75	Mod w/ DE	X	X
PHIL 77	Mod w/ DE	X	X
PHIL 81	Mod w/ DE	X	X
PHIL 82	Mod w/ DE		X
PHOTO 13	Mod w/ DE		X
PHOTO 20	Mod w/ DE		X
PHOTO 50	Mod w/ DE		X
PHOTO 9	Mod w/ DE		X
PHSCI 10	Mod w/ DE	X	X
PSYCH 20	Mod w/ DE		X
PSYCH 55	Mod w/ DE	X	X
PSYCH 80	Mod w/ DE	X	X
RADTEC 51	Mod w/ DE		X
RADTEC 55	Mod w/ DE		X
RADTEC 82	Mod w/ DE		X
RADTEC 85	Mod w/ DE		X
SOC 80	Mod w/ DE	X	X
SPAN 3	Mod w/ DE	X	X
SPAN 4	Mod w/ DE	X	X
THEATRE 10	Mod w/ DE	X	X
THEATRE 12	Mod w/ DE	X	X
THEATRE 18	Mod w/ DE	X	X
THEATRE 20	Mod w/ DE		X
THEATRE 4	Mod w/ DE	X	X
THEATRE 44	Mod w/ DE	X	X
THEATRE 5	Mod w/ DE	X	X
THEATRE 7	Mod w/ DE	X	X

## 5. Curriculum Proposals:

### **PACKAGE: BUSINESS**

*The Committee discussed BUSMKT-410 and its possible similarities to some Journalism and Art Courses. The Committee asked for clarification on whether the class is focused on producing web content. If so, this course would be similar to other courses. The Chair will contact the originator for clarification.*

#### **New Courses w/ DE: First and Second Reading**

<b>BUSMGT-441</b>	Principles of Leadership	Approval: 2/17/0	Distance Education Approval Hybrid/Online: 2/17/0
<b>BUSMKT-410</b>	Marketing Using Social Media	Approval: 2/17/0	Distance Education

			Approval Hybrid/Online: 2/17/0
<b>BUSMKT-420</b>	Customer Service	Approval: 2/17/0	Distance Education Approval Hybrid/Online: 2/17/0

**Course Deactivations: Final Reading**

<b>BUSMGT-440</b>	Principles of Leadership	Approval: 2/17/0
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**Program Modifications: Final Reading**

<b>General Business</b>	A.S.	Approval: 2/17/0
<b>General Business</b>	Certificate of Achievement	Approval: 2/17/0
<b>Leadership in Criminal Justice</b>	Certificate of Achievement	Approval: 2/17/0
<b>Management</b>	A.S.	Approval: 2/17/0
<b>Management</b>	Certificate of Achievement	Approval: 2/17/0
<b>Marketing</b>	A.S.	Approval: 2/17/0
<b>Marketing</b>	Certificate of Achievement	Approval: 2/17/0
<b>Small Business Entrepreneur</b>	A.S.	Approval: 2/17/0
<b>Small Business Entrepreneur</b>	Certificate of Achievement	Approval: 2/17/0
<b>Supervision</b>	A.S.	Approval: 2/17/0
<b>Supervision</b>	Certificate of Achievement	Approval: 2/17/0

**PACKAGE: SOCIOLOGY**

**New Courses w/ DE: First and Second Reading**

<b>SOC-17</b>	Sociology of Crime	Approval: 19/0/0	Distance Education Approval Hybrid/Online: 19/0/0
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**Program Modifications: Final Reading**

<b>Sociology</b>	AA-T	Approval: 19/0/0
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**PACKAGE: BUSINESS-LEGAL STUDIES**

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

<b>BUSL-405</b>	Legal Document Preparation and Law Office Procedures	Approval: 19/0/0	Distance Education Approval Hybrid/Online: 19/0/0
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**Course Deactivations: Final Reading**

<b>BUSL-404</b>	Law Office Operations	Approval: 19/0/0
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**NONPACKAGES**

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

<b>BUSMKT-402</b>	Introduction to Import/Export	Approval: 18/0/0	Distance Education Approval Online: 18/0/0
<b>STAT-10</b>	Elementary Statistics	Approval: 18/0/0	Distance Education Approval Hybrid/Online: 18/0/0

**Course Modifications: First and Second Reading**

<b>NURADN-45L</b>	Nursing Process 4 Laboratory	Approval: 18/0/0
<b>PHIL-76</b>	Critical Thinking	Approval: 18/0/0

**New Programs: Final Reading**

<b>Employability Skills for the 21st Century</b>	Certificate of Completion	Approval: 18/0/0
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**Program Modifications: Final Reading**

*Minor revisions need to be made to the Drafting degrees as commented in Curricunet.*

<b>Drafting Technician: Architectural</b>	Certificate of Achievement	Approval: 0/18/0
<b>Drafting Technician: Mechanical</b>	A.S.	Approval: 0/18/0
<b>Drafting Technician: Mechanical</b>	Certificate of Achievement	Approval: 0/18/0
<b>Web Page Developer</b>	Certificate of Career Preparation	Approval: 18/0/0

**6. Discussion Items:**

**6.1. Committee Member Elections:** The members whose terms will be ending this year are highlighted below. The alternate representatives will need to send emails to their schools calling for representation. Representatives whose terms are ending this year are more than welcome to put their name in as well. Should there be more than one volunteer, the alternate representatives will need to run a school wide election. The election process may vary per school, but the Curriculum Office asks that new/returning members' names are given to them by May 13, 2020.

Area of Representation	Representative	Telephone	Term of Office
Business and Applied Technology	Mary Romero	652-8498	2018-2020
Business and Applied Technology	Bruce Osburn	652-6862	2019-2021
Chino Representative	Michael Escobosa	652-8221	2018-2020
Chino Representative	Kathy Galipeau	652-8029	2019-2021
Health Sciences	Jeffrey Laguna	652-6693	2018-2020

Health Sciences	Lisa Doget	652-6691	2019-2021
Kinesiology, Nutrition and Athletics	Elaine Martinez	652-6318	2018-2020
Kinesiology, Nutrition and Athletics	Candice Hines-Tinsley	652-6307	2019-2021
Language Arts	Charmaine Phipps	652-6913	2018-2020
Language Arts	Stephen Calebotta	652-6942	2019-2021
Mathematics and Science	Erik Kolb	652-6954	2018-2020
Mathematics and Science	Rob Kopp	652-6444	2019-2021
Social and Behavioral Sciences	Naomi McCool	652-6843	2018-2020
Social and Behavioral Sciences	Christina McPeck	652-6281	2019-2021
Student Services	Patricia Powell	652-6395	2018-2020
Student Services	Julie Law	652-6218	2019-2021
Visual and Performing Arts	Daniel Jacobo	652-6070	2018-2020
Visual and Performing Arts	Nicole Farrand	652-6958	2019-2021

**6.2. IGETC/ADT and Communication Studies Discussion Continued:** The Committee continued discussion on the advantages and disadvantages of requiring an oral communication class for all ADTs. The Chair created the following chart to document the discussion:

Requiring Oral Communication Class for all ADTs

ADVANTAGES	DISADVANTAGES
CSU more affordable for students	Requires one more class than IGETC-UC, costs more money (~\$150) and time (3 units). Note: cost is much more for international students!
Oral Communication is an essential skill, so a beneficial class to any career	Many career pathways don't require this, especially with how much can be done electronically. A big hurdle for many students.
Allows students to keep CSU and other options open (doesn't "let" them close the door on CSU), may not be admitted to UC as planned	Empowers students to make that decision for themselves
Many privates also require Oral Comm course and cheaper to take it at Chaffey before transfer.	
Less confusing for students	Difficult to make the advantages of the options clear to students.
Students won't surprisingly denied admission to a CSU	Could add language to limit this happening
Greatest benefit to the greatest number	

There was a motion on the table to *not* require an oral communication class for all ADTs. The Committee voted 4/13/0. The motion did not carry. The Chair proposed to have the Curriculum Office edit the ADT descriptions to reflect that an oral communication class is required to earn the degree. She will bring an example of the language to the Committee next week for a vote.

7. **Floor Items:** Patricia Powell informed the Curriculum Office that RE-410 cannot be on the University Studies: Business and Technology AA degree. The Curriculum Office will remove RE-410.
8. **Adjournment:** The meeting was adjourned at 2:46p.m.



Name	ATTENDANCE	Summary Notes 4/1/2020	CONSENTA GENDA	BUSMGT-441 1 <sup>st</sup> /2 <sup>nd</sup> READING	BUSMKT-410 1 <sup>st</sup> /2 <sup>nd</sup> READING	BUSMKT-420 1 <sup>st</sup> /2 <sup>nd</sup> READING	BUSMGT-440 DEACTIVATION	GENERAL BUSINESS AS FINAL	GENERAL BUSINESS CA FINAL	LEADERSHIP IN CRIMINAL JUSTICE FINAL	MANAGEMENT AS FINAL	MANAGEMENT CA FINAL	MARKETING AS FINAL	MARKETING CA FINAL	SMALL BUSINESS ENTREPRENEUR AS FINAL	SMALL BUSINESS ENTREPRENEUR CA FINAL	SUPERVISION AS FINAL
Bruce Osburn	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Candice Hines-Tinsley	X	X	X	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Charmaine Phipps	X	X	X	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Christina McPeck	X	X	X	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Daniel Jacobo																	
Elaine Martinez	X	X	X	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Erik Kolb																	
Jeffrey Laguna	X	X	X	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Jo Alvarez																	
Julie Law	X	X	X	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Kathy Galipeau	X	X	X	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Lisa Doget	X			N	N	N	N	N	N	N	N	N	N	N	N	N	N
Mary Romero	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Megan Keebler																	
Michael Escobosa																	
Naomi McCool	X	X	X	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Nicole DeRose	X	X	X	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Nicole Farrand	X	X	X	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Patricia Powell	X	A	X	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Rob Kopp	X	X	X	N	N	N	N	N	N	N	N	N	N	N	N	N	N
RuthAnn Garcia																	
Ryan Sipma	X	X	X	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Sean Stratton																	
Shelley Marcus	X	X	X	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Sherrie Loewen	X	X	X	N	N	N	N	N	N	N	N	N	N	N	N	N	N
Stephen Calebotta	X	X	X	N	N	N	N	N	N	N	N	N	N	N	N	N	N
<b>Total Counts</b>	19	18	18	19	19	19	19	19	19	19	19	19	19	19	19	19	19

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

