

**CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
RANCHO CAMPUS BEB BUILDING, CONFERENCE ROOM 204
FONTANA CAMPUS, FNAC 100
CHINO CAMPUS, CHMB 143
Teleconference x6759
SUMMARY NOTES
February 26, 2020
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
Elaine Martinez, Kinesiology, Nutrition, & Athletics
Erik Kolb, Mathematics & Science
Jeffrey Laguna, Health Sciences
Jo Alvarez, SLO Facilitator, PSR Representative
Julie Law, Counseling
Lisa Doget, Health Sciences
Mary Romero, Business & Applied Technology

Naomi McCool, Social & Behavioral Sciences
Patricia Powell, Counseling
Rob Kopp, Mathematics & Science
Rob Rundquist, Interim Dean, Institutional Effectiveness and Intersegmental Partnerships
Ryan Sipma, Catalog & Schedule Coordinator
Sean Stratton, Articulation Officer
Shelley Marcus, Library Learning Resources
Sherrie Loewen, Health Sciences
Shireen Awad, Curriculum Specialist
Stephen Calebotta, Language Arts

Members Absent:

Bruce Osburn, Business & Applied Technology
Daniel Jacobo, Visual & Performing Arts
Kathleen Galipeau, Hospitality, Fashion, Interior Design, & Culinary
Kathy Lucero, Admissions & Records
Laura Hope, Associate Superintendent of Instruction and Institutional Effectiveness

Megan Keebler, Instructional Support
Michael Escobosa, Health Sciences
Nicole DeRose, Acting Faculty Senate President
Nicole Farrand, Visual & Performing Arts
Patricia Bopko, Financial Aid
RuthAnn Garcia, Transfer Center
Vanessa Thomas, Business & Applied Technology

Guests:

Luke Gunderson, Social and Behavioral Sciences

1. **Call To Order/New Committee Members:** The meeting was called to order at 1:37p.m.
2. **Public Comment:** No comment.
3. **Review and Approval of February 12, 2020 Expanded Summary Notes:** The summary notes were approved 11/0/4.
4. **Consent Agenda:** None.
5. **Curriculum Proposals:**

PACKAGE: COMPUTER INFORMATION SYSTEMS

New Courses w/ DE: First and Second Reading

CIS-65	Digital Forensics Fundamentals	Approval: 15/0/0	Distance Education Approval Hybrid/Online: 15/0/0
CISNTWK-25	Cyber Security Operations & Analysis	Approval: 15/0/0	Distance Education Approval Hybrid/Online: 15/0/0
CISNTWK-471	AWS Academy Cloud Computing Architecture	Approval: 15/0/0	Distance Education Approval Hybrid/Online: 15/0/0

Program Modifications: Final Reading

Cyber Security Professional	A.S.	Approval: 15/0/0
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PACKAGE: SOCIOLOGY

The Curriculum Committee discussed that SOC-17 may be duplicate curriculum with CJ-8. The Articulation Officer mentioned that SOC-17 and CJ-8 have the same C-ID, but SOC-17 would carry different articulation agreements and could possibly qualify for GE credit and UC transferability. Naomi McCool will take this information back to her department for further discussion.

New Courses w/ DE: First and Second Reading

SOC-17	Sociology of Crime	Approval: 0/1/16	Distance Education Approval Hybrid/Online: 0/1/16
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Program Modifications: Final Reading

Sociology	AA-T	Approval: 0/1/16
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NONPACKAGES:

Course Modifications: First and Second Reading

CUL-440	Introduction to Baking	Approval: 17/0/0
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6. Discussion Items:

Academic and Career Communities Follow-Up: The Chair proposed having the Curriculum Committee representation reflect ACCs instead of the traditional structure of two representatives per Instructional school. The Committee asked how the different disciplines and schools within each ACC will be represented and how many representatives will be determined per ACC. The Chair shared a proposed recommendation for the number of representatives per ACC which coincidentally fell into a 1:4 setup (one representative per three/four disciplines in each ACC). The Chair also shared that the roles of the representatives would likely shift in that each representative would not have to approve curriculum as a "Curriculum Representative" anymore in META. This would allow more opportunity for representatives to work with faculty in their assigned areas as needed.

The Chair asked if the Committee was comfortable with the idea of shifting representation to align with ACCs. The Committee shared that they would like to know how many courses are in each ACC and which areas are CTE and non-CTE, as well as how many full-time faculty fall in each area. The Curriculum Office will gather that information.

Luke Gunderson asked if the Committee was interested in having adjunct representation. Luke proposed that adjunct faculty can bring insightful perspective on curriculum from the other schools that they work at. Considerations for pay and the amount of reading that is expected of a Curriculum Committee member were also discussed. Naomi McCool suggested that the Committee incorporate the adjunct faculty voice through nonvoting membership. This would allow the Committee to hear the voice of adjunct faculty (who represent the majority of Chaffey's faculty), while not requiring the adjunct member to complete curriculum readings. Sherrie Loewen added that that an adjunct's membership also serves as a professional development that would not only benefit the adjunct representative, but the college as well since the adjuncts would have more knowledge of curricular processes.

The Chair stated that the Committee will revisit the By-Laws at the Annual Curriculum Committee Retreat and that language about adjunct representation will be included in that discussion.

6.1. META Updates: The Curriculum Specialist shared that the CEO of META came to visit with the Curriculum Team. The Curriculum Office will meet with META weekly to build forms and workflows for the new software. They will continue to update the committee on the software's progress.

6.2. IGETC/ADT and Communication Studies Discussion Continued:

Considering the past discussion with the Curriculum Committee on this topic and the Chancellor's Office requirement that colleges honor the language posted in the catalog for students, Degree Auditors should award ADTs to students that satisfy the UC version of IGETC, even if they do not meet the CSU Oral Communication requirement. Currently, descriptions of ADT degrees in our catalog allow for ADTs to be earned using the CSUGE pattern or any version of IGETC (UC or CSU). As such, the current practice of awarding ADTs should align to the descriptions in the catalog.

Counselors and Degree Auditors should also contact any students who were denied ADTs in the past (but satisfied IGETC-UC) to inform them that they will be awarded an ADT. Counselors and relevant areas in student services are expected to receive communication regarding this procedural clarification from Laura Hope.

Discussion ensued on whether or not the catalog should reflect that students should only take CSUGE and IGETC-CSU if they want to earn an ADT. The Chancellor's Office shared with the Associate Superintendent that this is a local decision.

Julie Law presented language that she discussed with the counselors as an option that could be placed on major sheets:

ATTENTION CSU BOUND STUDENTS: Students who plan to apply to a California State University, COMSTD 2, 6, or 8 **MUST** be completed or admissions into the California State University will be affected. Completion of an approved communication course is an admission requirement for the California State Universities. Please see a counselor for more information or clarification.

The Chair asked the Committee what resources and data they would need to make an informed decision on whether or not we should require all ADT earners to complete the oral communication requirement (COMSTD 2, 6, or 8). From further discussion, it was determined that the Curriculum Committee would like to know what percentage of students transfer to CSUs, to UCs, and to privates with ADTs. They also want to know what the UCs are saying about the ADTs. The Chair will gather that information so the Curriculum Committee can vote and decide on how the college should proceed at the next meeting. Julie Law volunteered to find out how many students have applied for ADTs in past years that had not completed the oral communication requirement.

7. Floor Items: None.

8. Adjournment: The meeting was adjourned at 3:01p.m.

Name	ATTENDANCE	Summary Notes 2/12/2020	CIS-65 1 ST /2 ND READING	CISNTWK-25 1 ST /2 ND READING	CISNTWK-471 1 ST /2 ND READING	Cyber Security Professional AS FINAL READING	SOC-17 1 ST /2 ND READING	Sociology AS-T FINAL READING	CUL-440 1 ST /2 ND READING
Bruce Osburn									
Candice Hines-Tinsley	X	X	X	X	X	X	N	N	X
Charmaine Phipps	X	X	X	X	X	X	N	N	X
Christina McPeck	X	A	X	X	X	X	N	N	X
Daniel Jacobo									
Elaine Martinez	X						N	N	X
Erik Kolb	X	X	X	X	X	X	N	N	X
Jeffrey Laguna	X	A	X	X	X	X	N	N	X
Jo Alvarez	X	A	X	X	X	X	N	N	X
Julie Law	X	X	X	X	X	X	N	N	X
Kathy Galipeau									
Lisa Doget	X	X	X	X	X	X	N	N	X
Mary Romero	X	X	X	X	X	X	N	N	X
Megan Keebler									
Michael Escobosa									
Naomi McCool	X	X	X	X	X	X	A	A	X
Nicole DeRose									
Nicole Farrand									
Patricia Powell	X	A	X	X	X	X	N	N	X
Rob Kopp	X								
RuthAnn Garcia									
Ryan Sipma	X	X	X	X	X	X	N	N	X
Sean Stratton	X	X	X	X	X	X	N	N	X
Shelley Marcus	X	X	X	X	X	X	N	N	X
Sherrie Loewen	X						N	N	X
Stephen Calebotta	X	X	X	X	X	X	N	N	X
Total Counts	18	15	15	15	15	15	17	17	17

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