

**CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
SUMMARY NOTES
January 12, 2022
1:30pm-3:00pm
VIA ZOOM ONLY**

MEETING LINK: <https://chaffey-edu.zoom.us/j/97402717669>

BY PHONE: +1 669 900 6833 (US Toll)

MEETING ID: 974 0271 7669

Members Present:

Angela Burk-Herrick, Curriculum Chairperson
Candice Hines-Tinsley, KNA
Carol Hutte, Library Learning Resources
Christina Holdiness, Instructional Support
Christina McPeck, Social and Behavioral Sciences
Grace Wong, HFIC
Janeth Rodriguez, Executive Director, Enrollment Services
and Student Support
Joan Godinez, Counseling
Joann Eisberg, Mathematics and Science
Jonathan Polidano, CTE Liaison
Julie Law, Articulation Officer
Julie Leahy, Health Sciences
Kathy Galipeau, HFIC

Kirk Collins, Counseling
Lisa Doget, Health Sciences
Markazon Romero, Business and Applied Technology
Maryline Chemama, Mathematics and Science
Megan Keebler, Instructional Support
Naomi McCool, Social and Behavioral Sciences
Neil Watkins, Academic Senate President
Nicole Farrand, Visual and Performing Arts
Rob Rundquist, Dean of Institutional Effectiveness
RuthAnn Valencia, Transfer Center
Ryan Sipma, Catalog and Schedule
Shannon Jessen, SLO Facilitator
Sharon Alton, Language Arts
Shireen Awad, Curriculum Specialist
Stephen Calebotta, Language Arts

Members Absent:

Annette Henry, KNA
Daniel Jacobo, Visual and Performing Arts
Jo Alvarez, Program Services and Review

Patricia Bopko, Financial Aid
Rousselle Douge, Student Representative

Guests:

Daniel Keener, Faculty
Kim George, Faculty
Laura Picklesimer, Faculty

Leona Fisher, Faculty
Linda Ketchersid, Adjunct Faculty
Sukena Taibjee, Adjunct Faculty

1. **Call to Order/Roll Call:** The meeting was called to order at 1:36 p.m.
2. **Public Comment:** None.
3. **Review and Approval of December 1, 2021 Expanded Summary Notes:** The summary notes were approved 19/0/0.
4. **Curriculum Office Reports**
 - 4.1. **Curriculum Chair:** The Chair asked the committee how their curriculum reports went during the school meetings. Sharon Alton said the faculty in her area are excited about the DEI changes and what these changes can do for students.

4.2. Curriculum Specialist: The Specialist shared the [Curriculum FAQ](#) and asked the members to let her know if they have any questions to add or if they have been asked any questions that can be added.

4.3. Catalog and Schedule Coordinator: The Catalog Coordinator reported that a catalog addendum was released prior to the winter break. He showed the committee where to find the addendum on the website. He shared that the Business Administration 2.0 AS-T, two AMT courses, C-ID numbers for all C-ID courses, and the new mission statement were added.

4.4. Articulation Officer (AO): The AO reported that December 17, 2021 was the deadline to submit courses for GE approval for CSUGE and IGETC. Thirty-three proposals have been submitted for various courses for GE approval. The college should be notified of the decisions by mid-march or early April. As soon as those results come in, a full list of approvals will be presented to the group.

During the spring term, the AO will continue to increase C-ID courses as well as AAMs (articulation agreements by majors). If any department has questions or concerns about either C-IDs or AAMs with the local 4-years, please feel free to reach out to the articulation officer.

4.5. Chief Instructional Officer (CIO)/Designee of CIO: Dean Rundquist shared that the college is part of a transformational project known as the Transfer GPS Project. Partners in this work include CSUSB, San Bernardino Valley College, and the Gardner Institute (GIA). GIA will work with the three colleges to perform objective analytics on three to ten programs from each college. The analytics will yield results on any potential barriers for students. Dean Rundquist would like the committee to be involved in this work. The Curriculum Team will present more on the topic at the next meeting.

5. Consent Agenda: The consent agenda was approved 21/0/0.

5.1. BIOL-30 is a duplicate/equated course of HS-30. As a result of the deactivation of BIOL-30 (see 6.2.), the Curriculum Office will remove BIOL-30 from:

1. BIOL-424 (Remove as Advisory)
2. BIOL-424L (Remove as Advisory)
3. Emergency Medical Provider Certificate of Achievement (Remove the “or BIOL-30” option).
4. Home Health Aide Certificate of Career Preparation (Remove the “or BIOL-30” option).

*Note: Both programs went through a modification in 2021 to add “HS-30 or BIOL-30” knowing that BIOL-30 would eventually be deactivated.

6. Curriculum Proposals:

6.1. PACKAGES:

CYBERSECURITY PACKAGE

New Programs: The Chair shared that the revisions requested by the Committee have been made by the faculty.

Cloud Analyst	Certificate of Achievement	Approval: 21/0/0
Cloud Security	AS	Approval: 21/0/0
Cloud Solutions Architecture	AS	Approval: 21/0/0

MUSIC PACKAGE

New Courses w/ DE:

MUSIC-20	<p>Studio Experience</p> <p><i>The committee discussed the access of resources required for this course. The Coordinator for Music shared that the Dean and the department are aware of the access issues associated with Pro-Tools. The digital lab, however, has created access for many students and students are not required to buy software.</i></p>	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
MUSIC-23	<p>Hip-Hop</p> <p><i>The description could be expanded to showcase the richness of the course. The Coordinator for Music mentioned that when a discipline expert is hired, she hopes this course will be modified to incorporate this richness.</i></p>	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0

Program Modifications:

Commercial Music	AS	Approval: 21/0/0
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REAL ESTATE PACKAGE

New Programs:

Real Estate Property Management	<p>AS</p> <p><i>Joann and Christina commended the faculty on incorporating ethics in their objectives. The committee discussed if the faculty could include a sociology course in the academic map to fulfill the ethics objective in the program.</i></p>	Approval: 21/0/0
Real Estate Property Management	<p>Certificate of Achievement</p> <p><i>Christina asked about the differences between the AS and Certificate. The differences between CTE degrees and certificates will be studied for many of the CTE programs that have similar associate and certificate programs. The Chair mentioned that this will be examined in the GIA project Dean Rundquist mentioned in his report. The CTE Liaison feels this conversation needs to happen amongst the different disciplines since the reasons for offering both options vary.</i></p>	Approval: 21/0/0

	<p><i>A member suggested a way to distinguish similar CTE degrees and certificates in student-facing documents.</i></p> <p><i>The committee has a desire to use student focus groups and Naomi offered students from her research methods class to assist.</i></p>	
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6.2. NONPACKAGES

New Courses w/ DE:

HS-20	<p>Success in Nursing School and Health Sciences</p> <p><i>Under objective #6, there is a minor typo that will be fixed.</i></p>	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
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Course Deactivations:

BIOL-30	Beginning Medical Terminology	Approval: 21/0/0.
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Course Modifications w/ DE:

ENGL-1A	<p>Composition</p> <p><i>The committee commended the faculty on their hard work on this COR and their inclusion of DEI throughout the COR. Sharon Alton commended the English team for a great job, and also thanked the Chair and Specialist for their guides that helped the English faculty in their work. She believes these guides will lead to institutional change.</i></p>	Approval:	Distance Education Approval Hybrid/Online:
SOC-70	Social Problems	Approval:	Distance Education Approval Hybrid/Online:

7. Discussion Items: None.

8. Next Agenda Forecast: A formation of a workgroup for similar CTE AS and Certificate programs.

9. Floor Items: None.

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

Name	ATTENDANCE	M: Approval of Summary Notes 12/1/2021 1 st : Julie Law 2 nd : Joann Eisberg	M: Approval of Consent Agenda 1 st : Joann Eisberg 2 nd : Julie Law	M: Approval of Cybersecurity Package 1 st : Joann Eisberg 2 nd : Christina Holdiness	M: Approval of Music Package 1 st : Joann Eisberg 2 nd : Markazon Romero	M: Approval of Real Estate Package 1 st : Joann Eisberg 2 nd : Naomi McCool	M: Approval of HS-20 1 st : Joann Eisberg 2 nd : Lisa Doget	M: Approval of Course Mods w/ DE 1 st : Christina Holdiness 2 nd : Joann Eisberg
Annette Henry								
Candice Hines-Tinsely	X	X	X	X	X	X	X	X
Carol Hutte	X	X	X	X	X	X	X	X
Christina Holdiness	X	X	X	X	X	X	X	X
Christina McPeck	X	X	X	X	X	X	X	X
Daniel Jacobo								
Grace Wong	X	X	X	X	X	X	X	X
Joan Godinez	X	X	X	X	X	X	X	X
Joann Eisberg	X	X	X	X	X	X	X	X
Julie Law	X	X	X	X	X	X	X	X
Julie Leahy	X		X	X	X	X	X	X
Kathy Galipeau	X	X	X	X	X	X	X	X
Kirk Collins	X		X	X	X	X	X	X
Lisa Doget	X	X	X	X	X	X	X	X
Markazon Romero	X	X	X	X	X	X	X	X
Maryline Chemama	X	X	X	X	X	X	X	X
Megan Keebler	X	X	X	X	X	X	X	X
Naomi McCool	X	X	X	X	X	X	X	X
Nicole Farrand	X	X	X	X	X	X	X	X
Rob Rundquist (as CIO Designee)	X	X	X	X	X	X	X	X
Ryan Sipma	X	X	X	X	X	X	X	X
Sharon Alton	X	X	X	X	X	X	X	X
Stephen Calebotta	X	X	X	X	X	X	X	X
TOTAL COUNTS	21	19	21	21	21	21	21	21

Quorum= 23/2=11.5+1=12.5=13

Non-Voting	
Angela Burk-Herrick	X
Janeth Rodriguez	X
Jo Alvarez	
Jonathan Polidano	X
Neil Watkins	X
Patricia Bopko	
Rousselle Douge	
RuthAnn Valencia	X
Shannon Jessen	X
Shireen Awad	X