

**CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
SUMMARY NOTES
January 26, 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
Annette Henry, KNA
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
Jo Alvarez, Program Services and Review
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
Markazon Romero, Business and Applied Technology
Maryline Chemama, Mathematics and Science
Naomi McCool, Social and Behavioral Sciences
Nicole Farrand, Visual and Performing Arts
Patricia Bopko, Financial Aid
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:

Daniel Jacobo, Visual and Performing Arts
Lisa Doget, Health Sciences
Megan Keebler, Instructional Support

Neil Watkins, Academic Senate President
Rousselle Douge, Student Representative

Guests:

None

1. **Call to Order/Roll Call:** The meeting was called to order at 1:34 p.m.
2. **Public Comment:** None.
3. **Review and Approval of January 12, 2022 Expanded Summary Notes:** The summary notes were approved 20/0/0.
4. **Curriculum Office Reports**
 - 4.1. **Curriculum Chair:** No report.
 - 4.2. **Curriculum Specialist:** No report.
 - 4.3. **Catalog and Schedule Coordinator:** No report.

4.4. Articulation Officer (AO): No report.

4.5. Chief Instructional Officer (CIO)/Designee of CIO: Dean Rundquist shared that the college is committed to providing face-to-face courses when it is safe for students. Colleges have temporary permission to switch modalities if needed for COVID safety protocols. With the rise in COVID cases, some courses have to change modality in order to keep everyone safe. The college is committed to safety and keeping our promise to students.

5. Consent Agenda: The consent agenda was approved 20/0/0.

5.1. There was an error in the General Automotive Service Technician AS Degree: AUTOTEC-450 was listed twice in the program. Per faculty clarification and permission, the duplicate AUTOTEC-450 was removed and the correct course AUTOTEC-455 was added.

6. Curriculum Proposals:

6.1. NONPACKAGES

Course Modifications w/ DE: *The biology department needs to reach a consensus on SLOs. IETMECH-400 will be processed with the rest of the IET package for the MIT standard update.*

BIOL-22	Human Physiology	Tabled: 20/0/0	Tabled Distance Education Approval Hybrid: 20/0/0
BIOL-23	General Microbiology	Tabled: 20/0/0	Tabled Distance Education Approval Hybrid/Online: 19/0/0
IETMECH-400	Introduction to Mechatronics	HOLD for IET Package: 20/0/0	HOLD Distance Education Approval Hybrid: 20/0/0

Course Modifications: *The Chair and OAC Facilitator shared that the biology department wants to keep this course active to allow flexibility for experiential learning opportunities, even though it is a stand-alone course. The Articulation Officer shared that even if STEM students have room in their schedules to take an elective course not within their program, they need to be mindful of their unit caps, because there is a unit cap on their financial aid. The Financial Aid Director stated that if a student needs to complete an appeal for Financial Aid, the units of the courses will be examined, but any courses that do not fall in a degree plan will not be funded by Federal Financial Aid. Currently the committee has no formal policy on stand-alone special topic courses, but because extra units have a potential financial aid impact, a more global discussion on special topics courses and their alignment with new course policies and deactivation procedures will ensue in a future meeting.*

BIOL-92L	Special Topics Laboratory: Biology	Approval: 20/0/0
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Program Deactivations:

Business Administration	AS-T	Approval: 20/0/0
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7. Discussion/Action Items:

7.1. Transfer GPS Presentation: The Chair shared a presentation on the Transfer GPS Project. Dean Rundquist, the Chair, the Curriculum Specialist, the Articulation Officer, the Director of the Transfer Center, and Institutional Researcher, Kevin Curwin, are leading this project for Chaffey.

CSUSB and San Bernardino Valley College are also partners in the project. The goal is to improve transfer pathway outcomes. The three colleges are partnering because transfer outcomes are inequitable and the transfer system is complex for students. Chaffey will provide the Gardner Institute selected programs to run through a dynamic, complex data analytics tool that will reveal unintentional transfer barriers for the college's Associate Degrees for Transfer and Local Degrees. The Chair shared twelve programs that will be submitted for data analytics. The workgroup included programs from each ACC, programs that have high median units of completers, programs that are CTE and non-CTE, and at least one "new" program. The committee stated no concerns regarding the programs that may be submitted for analytics.

7.2. Curriculum Workgroup for CTE Degrees and Certificates: Jonathan Polidano, Julie Law, and Christie McPeck volunteered to be on this workgroup with the Chair. They will draft language that can later be vetted by the Curriculum Committee.

8. Next Agenda Forecast: None.

9. Floor Items: None.

10. Adjournment: The meeting was adjourned at 2:55 p.m.

Name	ATTENDANCE	M: Approval of Summary Notes 1/12/2022 1 st : Joann Eisberg 2 nd : Christina McPeck	M: Approval of Consent Agenda 1 st : Joann Eisberg 2 nd : Naomi McCool	M: Table Course Mods w/ DE 1 st : Joann Eisberg 2 nd : Markazon Romero	M: Approval of Course Mods 1 st : Christina Holdiness 2 nd : Joann Eisberg	M: Approval of Program Deactivation 1 st : Julie Law 2 nd : Joann Eisberg
Annette Henry	X	X	X	X	X	X
Candice Hines-Tinsely	X	X	X	X	X	X
Carol Hutte	X	X	X	X	X	X
Christina Holdiness	X	X	X	X	X	X
Christina McPeck	X	X	X	X	X	X
Daniel Jacobo						
Grace Wong	X	X	X	X	X	X
Joan Godinez	X	X	X	X	X	X
Joann Eisberg	X	X	X	X	X	X
Julie Law	X	X	X	X	X	X
Julie Leahy	X	X	X	X	X	X
Kathy Galipeau	X	X	X	X	X	X
Kirk Collins	X	X	X	X	X	X
Lisa Doget						
Markazon Romero	X	X	X	X	X	X
Maryline Chemama	X	X	X	X	X	X
Megan Keebler						
Naomi McCool	X	X	X	X	X	X
Nicole Farrand	X	X	X	X	X	X
Rob Rundquist (as CIO Designee)	X	X	X	X	X	X
Ryan Sipma	X	X	X	X	X	X
Sharon Alton	X	X	X	X	X	X
Stephen Calebotta	X	X	X	X	X	X
TOTAL COUNTS	20	20	20	20	20	20

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

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