

**CHAFFEY COLLEGE  
CURRICULUM COMMITTEE MEETING  
SUMMARY NOTES  
September 8, 2021  
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

Daniel Jacobo, Visual and Performing Arts

Grace Wong, HFIC

Joan Godinez, Counseling

Joann Eisberg, Mathematics and Science

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

Naomi McCool, Social and Behavioral Sciences

Neil Watkins, Academic Senate President

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:**

Jo Alvarez, Program Services and Review

Jonathan Polidano, CTE Liaison

Laura Hope, Associate Superintendent of Instruction/Institutional Effectiveness

Megan Keebler, Instructional Support

**Guests:**

Ana Rosales, Faculty

Jackson Tropp, Faculty

Stephen Lux, Faculty

1. **Call to Order/Roll Call:** The meeting was called to order at 1:34p.m.
2. **Public Comment:** No comment.
3. **Review and Approval of August 25, 2021 Expanded Summary Notes:** The summary notes were approved 20/0/0.
4. **Curriculum Office Reports**
  - 4.1. **Curriculum Chair:** The Chair reported on the joint workgroup between Academic Senate and Curriculum Committee to work on Ethnic Studies curriculum and recommendations moving forward for the new CSUGE Area F requirement. Angela Burk-Herrick, Julie Law, Sharon Alton,

Joan Godinez, Joann Eisberg, and Liz Encarnacion volunteered for this workgroup last spring. They designed six Ethnic Studies courses that are currently in META for review. Sharon Alton invited students to speak on the power of having an Ethnic Studies department on campus. The group also asked Academic Senate for an endorsement to establish an Ethnic Studies department. The Chair would like a Curriculum Committee workgroup to join the aforementioned group to examine design principles around Ethnic Studies and our local GE pattern. Joann Eisberg added that this was extremely exciting work, and that the group felt there could be wider representation so they are all encouraging more participation. The Chair thanked everyone for their hard work on a very inspiring process. For more information on the Ethnic Studies process and discussion, please review the attachment at the end of these summary notes.

**4.2. Curriculum Specialist:** No report.

**4.3. Catalog and Schedule Coordinator:** No report.

**4.4. Articulation Officer:** No report.

**4.5. Chief Instructional Officer (CIO)/Designee of CIO:** Rob Rundquist thanked the Ethnic Studies workgroup for their commitment to create courses and engage in important work that represents the values Chaffey College stands for.

**5. Consent Agenda:** None.

**6. Curriculum Proposals:**

**6.1. NONPACKAGES:**

***New Course w/ DE:** The members discussed the need to develop the content and assignments a bit more to align better with the description. They also asked the faculty to broadly define some of the discipline terms used in the COR. No motion was taken on this course, but the Curriculum Office will work with the faculty on revisions.*

<b>IETMECH-403</b>	Robotics Operations and Programming <i>See Rationale in META for why this course is proposed as a temporary stand-alone.</i>	Approval: No motion	Distance Education Approval Hybrid: No motion
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**Course Modifications w/ DE:**

<b>BRDCAST-3</b>	Introduction to Electronic Media	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
<b>BRDCAST-55</b>	Beginning Audio Production	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
<b>BRDCAST-60</b>	Beginning Single Camera Production	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
<b>BRDCAST-62</b>	Beginning TV Studio Production	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
<b>BRDCAST-67</b>	Beginning Radio Production	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
<b>BRDCAST-70</b>	Postproduction for Broadcasting & Cinema	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
<b>BRDCAST-74</b>	High Definition Cinematography	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
<b>CINEMA-20</b>	Screenwriting - Cinema	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0

<b>CINEMA-22</b>	Introduction to Media Writing	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
<b>CINEMA-25</b>	Survey of World Cinemas	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
<b>CINEMA-26</b>	Survey of American Cinema	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
<b>CINEMA-30</b>	Beginning Motion Picture Production	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
<b>CINEMA-80</b>	Producing for Broadcast and Cinema	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
<b>CINEMA-96</b>	Internships in Cinema, Television or Radio	Approval: 21/0/0	Distance Education Approval Hybrid/Online: 21/0/0
<b>IETMECH-401</b>	Robotics and Sequencing <i>The committee discussed the zero cost textbook options. This course does have zero cost textbooks. The Curriculum Office will move the resource to the correct section. Members also discussed adding detail to the first CLO on the COR. Discussion ensued if the committee should be looking too closely at the content of CLOs. The Chair shared that CLOs are vetted thoroughly in different processes; as a result, the committee can decide what those lines for CLO review will be. Committee members discussed that revisions to SLOs should not hold up curriculum approval.</i>	Approval: 21/0/0	Distance Education Approval Hybrid: 21/0/0
<b>MUSIC-98ABC</b>	Independent Study: Music	Approval: 20/1/0	Distance Education Approval Hybrid/Online: 20/1/0
<b>SPAN-3SS</b>	Spanish for Heritage Speakers I <i>Brief discussion ensued on the use of "heritage" in the title. Members discussed that heritage is used at four year universities and at the high schools. It encompasses native speakers and folks who speak the language in their personal environments. The AO confirmed that course titles have no bearing on articulation.</i>	Approval: 20/1/0	Distance Education Approval Hybrid/Online: 20/1/0
<b>SPAN-4SS</b>	Spanish for Heritage Speakers II	Approval: 20/1/0	Distance Education Approval Hybrid/Online: 20/1/0

**Course Modifications:**

<b>DANCE-42</b>	Dance Production I	Approval: 21/0/0
<b>DANCE-44</b>	Dance Production II	Approval: 21/0/0

## Program Modifications:

<b>Art</b>	AA	Approval: 21/0/0
<b>Art - Ceramics Studio</b>	AA	Approval: 21/0/0
<b>Associate in Arts in Communication Studies for Transfer</b>	AA-T	Approval: 21/0/0
<b>Associate in Arts in Spanish for Transfer</b>	AA-T	Approval: 21/0/0
<b>Associate in Science in Business Administration 2.0 for Transfer</b>	AS-T	Approval: 21/0/0

## 7. Discussion Items:

**7.1. Curriculum Review Checklists from Retreat:** The Curriculum Chair shared a draft of a COR review checklist created by the Curriculum Office that can be used to guide the committee's review of courses. The checklist includes DEI topics discussed by the committee during the Equity and the COR breakout activity from the annual retreat. The committee engaged in discussion on how the important DEI components would be properly reviewed for meetings, especially when the annual reading load for curriculum is intensive. The committee discussed that these DEI elements could be incorporated throughout the proposal process for faculty to ensure these elements are being addressed. More discussion is needed on the checklist, but it seems the review checklist for the committee may be better suited as a checklist for faculty when working on curricular updates in META. The Chair will create a modified and separate checklist for the committee to review at the next meeting.

**7.2. Deadline for Spring Curriculum Submissions for 23-24 Catalog:** To be discussed at next meeting.

**7.3. By-Laws Updates:** To be discussed at next meeting.

**7.4. Curriculum Committee Scope and Purpose Brainstorm:** To be discussed at next meeting.

## 8. Next Agenda Forecast:

**8.1. Fall Consultation Schedule, Format, and Committee Responsibilities:** To be discussed at next meeting.

**9. Floor Items:** None

**10. Adjournment:** The meeting was adjourned at 3:02pm.

Name	ATTENDANCE	M: Approval of Summary Notes: 8-25-2021 1 <sup>st</sup> : Joann Eisberg 2 <sup>nd</sup> : Sharon Alton	M: Approval of Course Modifications w/ DE from BRDCAST 3 to CINEMA-96 1 <sup>st</sup> : Joann Eisberg 2 <sup>nd</sup> : Sharon Alton	M: Approval of Course Modifications w/ DE, IETMECH-401 1 <sup>st</sup> : Joann Eisberg 2 <sup>nd</sup> : Sharon Alton	M: Approval of Course Modifications w/ DE MUSIC-8ABC to SPAN-4SS 1 <sup>st</sup> : Julie Law 2 <sup>nd</sup> : Joann Eisberg	M: Approval of Course Modifications 1 <sup>st</sup> : Sharon Alton 2 <sup>nd</sup> : Joann Eisberg	M: Approval of Program Modifications 1 <sup>st</sup> : Julie Law 2 <sup>nd</sup> : Joann Eisberg
Annette Henry	X	X	X	X	X	X	X
Candice Hines-Tinsely	X	X	X	X	X	X	X
Carol Hutte	X	X	X	X	X	X	X
Christina Holdiness	X	X	X	X	N	X	X
Christina McPeck	X	X	X	X	X	X	X
Daniel Jacobo	X	X	X	X	X	X	X
Grace Wong	X	X	X	X	X	X	X
Joan Godinez	X	X	X	X	X	X	X
Joann Eisberg	X	X	X	X	X	X	X
Julie Law	X		X	X	X	X	X
Julie Leahy	X	X	X	X	X	X	X
Kathy Galipeau	X	X	X	X	X	X	X
Kirk Collins	X	X	X	X	X	X	X
Laura Hope							
Lisa Doget	X	X	X	X	X	X	X
Mary Romero	X	X	X	X	X	X	X
Maryline Chemama	X	X	X	X	X	X	X
Megan Keebler							
Naomi McCool	X	X	X	X	X	X	X
Nicole Farrand	X	X	X	X	X	X	X
Ryan Sipma	X	X	X	X	X	X	X
Sharon Alton	X	X	X	X	X	X	X
Stephen Calebotta	X	X	X	X	X	X	X
<b>TOTAL COUNTS</b>	<b>21</b>	<b>20</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>	<b>21</b>

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

Non-Voting	
Angela Burk-Herrick	X
Jo Alvarez	
Jonathan Polidano	
Neil Watkins	X
Patricia Bopko	X
Rob Rundquist	X
RuthAnn Valencia	X
Shannon Jessen	X
Shireen Awad	X

## **Action Item: Academic Senate Endorsement for Establishing an Ethnic Studies Department at Chaffey**

**New CSU GE graduation requirement in ethnic studies:** The law requires each CSU campus and California Community College to offer courses in ethnic studies by the fall of 2022 (AB 1460) and that students graduating in 2024-25 and beyond shall have met the ethnic studies requirement in order to earn their degree.

[AB-1460 Chapter 32](#) (full Bill text)

*“This bill, commencing with the 2021–22 academic year, would require the California State University to provide for courses in ethnic studies at each of its campuses. The bill, commencing with students graduating in the 2024–25 academic year, would require the California State University to require, as an undergraduate graduation requirement, the completion of, at minimum, one 3-unit course in ethnic studies, as specified.”*

**Community College Course Development:** So students intent on transferring to the CSU who begin at the California Community Colleges (CCC) in Fall 2022 are able to meet this new requirement. *Note:* need to meet Chaffey August curricular deadlines to have courses the Fall 2022 semester,

**Update to CSUGE pattern:** In addition to adding the requirement as part of the CSU graduation criteria, the CSU system will update their general education pattern to reflect the new requirement and put in “area F.” This lower-division, 3 semester (4 quarter) unit requirement fulfills Education Code Section 89032 and shall only be met by courses offered by the departments of African American, Asian American, Latina/o American or Native American Studies. Approved cross-listed courses and courses offered by departments with names related to the four listed departments, such as Pan-African Studies, American Indian Studies or Ethnic Studies, shall also meet this requirement. This requirement shall not be waived or substituted. Courses that are approved to meet this requirement shall meet the established core competencies. Campuses may add additional competencies to those listed.

**Associate degree graduation requirement:** Additionally in Summer 2021: [Revisions to Title 5, Section 55063. Minimum Requirements for the Associate Degree \(Ethnic Studies Requirement\)](#) - Unanimously voted.

*“(d) Additional Requirements. The associate degree also requires demonstrated competence in reading, written expression, and mathematics, and satisfactory completion of a course in ethnic studies, as follows: (3) Satisfactory completion of*

*a transfer-level course (minimum of three semester units or four quarter units) in ethnic studies. This requirement may be satisfied by obtaining a satisfactory grade in a course in ethnic studies taught in or on behalf of other departments and disciplines.”*

### **Timeline thus far since the implementation of AB 1460:**

- Colleges began to put in courses for approval by CSU in December 2020.
- Very few courses were initially approved. Courses were denied for not meeting enough of the five core competencies laid out in the legislation.
- Webinars and Trainings were conducted to assist colleges with resubmitting courses.
- Colleges were able to resubmit for approval in April 2021

**Note:** During this process, Chaffey College took note of what was going on at other colleges and started our process.

### **Curriculum Committee/Academic Senate Joint Workgroup Process**

1. Workgroup formed Spring 2021
2. Attended ASCCC workshops/presentations on Ethnic Studies courses
3. Attended C-ID workshops/presentations on Ethnic Studies curriculum
4. Additional Resources used:
  - a. CSU Ethnic Studies Core Competencies
  - b. Ethnic Studies CORs from other Community Colleges that were approved for articulation at CSUs
5. Course Development:
  - a. Draft CORs for 6 Ethnic Studies Courses
  - b. Courses Proposals submitted for Curriculum Committee Approval August 2021

### **Workgroup Recommendations:**

#### **1. Establish Ethnic Studies Department**

- a. Enrollment will be high: All students completing CSU GE pattern will need to take one of these courses
- b. Increase our instructional faculty of color through hiring
  - i. Minimum Qualifications for faculty hired to teach in the Ethnic Studies Discipline ([Minimum Qualification Handbook 14th ed., 2019](#)):
    - Master’s in the ethnic studies field OR

- A master's in American Studies/Ethnicity, Latino Studies, La Raza Studies, Central American Studies, Latin American Studies, Cross Cultural Studies, Race and Ethnic Studies, Asian-American Studies, or African-American Studies OR
- the equivalent OR
- See Interdisciplinary Studies

*Note:* list maintained by ASCCC, the State Board of Governors, & CCCCCO

- ii. 10-pt plan Equitable Hiring Practices
  - c. Increase Sense of Belonging/Retention  
<https://news.sfsu.edu/news-story/study-ethnic-studies-curriculum-tied-increased-graduation-retention-rates>
  - d. **Future Goal:** pursue an AA or AS-T degree
2. **Establish a Workgroup to incorporate Ethnic Studies into Chaffey GE pattern**
- a. [Revisions to Title 5, Section 55063. Minimum Requirements for the Associate Degree \(Ethnic Studies Requirement\) - \(3\) Satisfactory completion of a transfer-level course \(minimum of three semester units or four quarter units\) in ethnic studies.](#)

### Supporting Materials:

CCC ES Faculty Council General Meeting on March 19, 2021

*Bill text.* Bill Text - AB-1460 California State University: graduation requirement: ethnic studies. (n.d.).

[https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=201920200AB1460](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=201920200AB1460).

Bravo, K. (2020, December 14). *Study: Ethnic studies curriculum tied to increased graduation, retention rates.* SF State News.

<https://news.sfsu.edu/news-story/study-ethnic-studies-curriculum-tied-increased-graduation-retention-rates>.

Brooke, D. (2016, January 12). *Stanford Study Suggests Academic Benefits to Ethnic Studies Courses.* Stanford News.

<https://news.stanford.edu/2016/01/12/ethnic-studies-benefits-011216/>

Ethnic Studies DIG Meeting on February 26, 2021

Minimum Qualifications for Faculty and Administrators in California Community Colleges. (n.d.).



[https://www.cccco.edu/-/media/CCCCO-Website/About-Us/Divisions/Educational-Services-and-Support/Academic-Affairs/What-we-do/Curriculum-and-Instruction-Unit/Middle-College-High-School/CCCCO\\_2019\\_Report\\_Min\\_Qualifications.pdf?la=en&hash=B1C5E82A8288CF436366ADC4FCB6FDEC3B2A9BD6](https://www.cccco.edu/-/media/CCCCO-Website/About-Us/Divisions/Educational-Services-and-Support/Academic-Affairs/What-we-do/Curriculum-and-Instruction-Unit/Middle-College-High-School/CCCCO_2019_Report_Min_Qualifications.pdf?la=en&hash=B1C5E82A8288CF436366ADC4FCB6FDEC3B2A9BD6).

*Proposed Revisions to Title 5, Section 55063. Minimum Requirements for the Associate Degree (Ethnic Studies Requirement).* (n.d.).

<https://www.cccco.edu/-/media/CCCCO-Website/Office-of-General-Counsel/revisions-to-title-5-55063-a11y-1-F.pdf?la=en&hash=11AD1AE4BB269D51C8F3545B1ED1D07476B5FBE0>.