

CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
SUMMARY NOTES
September 7, 2022
1:30pm-3:00pm
BEB-204 or Via Zoom

MEETING LINK: [Curriculum Committee Zoom Room](#)

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

MEETING ID: 960 6672 0245

Members Present:

Adeel Rizvi, Health Sciences
Angela Burk-Herrick, Curriculum Chairperson
Annette Henry, Kinesiology, Nutrition and Athletics
Candice Hines-Tinsley, Kinesiology, Nutrition and Athletics
Carol Hutte, Library Learning Resources
Chingping (Grace) Wong, Hospitality, Fashion, Interior & Culinary Arts
Christina Holdiness, Instructional Support
Christina McPeck, Social and Behavioral Sciences
Jo Alvarez, PSR Representative
Joan Godinez, Counseling/Matriculation
Joann Eisberg, Mathematics and Science
John Machado, Visual and Performing Arts
Jonathan Polidano, CTE Liaison

Julie Law, Articulation Officer
Julie Leahy, Health Sciences
Kathy Galipeau, Hospitality, Fashion, Interior & Culinary Arts
Markazan Romero, Business and Applied Technology
Maryline Chemama, Mathematics and Science
Neil Watkins, Academic Senate President
Nicole Farrand, Visual and Performing Arts
Paula Snyder, Social and Behavioral Sciences
RuthAnn Valencia, Director of Transfer Center
Ryan Sipma, Catalog/Schedule Coordinator
Sharon Alton, Language Arts
Shireen Awad, Curriculum Specialist
Stephen Calebotta, Language Arts
Tracy Kocher, Business and Applied Technology

Members Absent:

Alisha Serrano, Director Admissions and Records
Kirk Collins, Counseling/Matriculation
Patricia Bopko, Director of Financial Aid
Rob Rundquist, CIO Designee

Rousselle Douge, Student Representative
Shannon Jessen, SLO Facilitator

Guests:

Elaine Martinez, Kinesiology, Nutrition, & Athletics
Michelle Sims, Administrative Assistant II

- 1. Call to Order/Roll Call/Quorum Number:** The meeting was called to order at 1:35p.m. The Chair reminded the committee to have their camera on while voting and during discussion. Those attending via Zoom should raise their hand icon for a comment.
- 2. Public Comment** (Reserved for guests to address any item on the agenda for a limit of two minutes):
No comment.
- 3. Review and Approval of August 24, 2022 Expanded Summary Notes:** The summary notes were approved 20/0/1.

4. Curriculum Office Reports

- 4.1. **Curriculum Chair:** The next meeting will be entirely on Zoom since the Chair will be at a conference.
- 4.2. **Curriculum Specialist:** The Specialist shared that she enjoyed reading the very thoughtful comments made by the committee for these agenda items. She hopes the focused reading is helping them in their review and encourages feedback on the process.
- 4.3. **Catalog and Schedule Coordinator:** No report.
- 4.4. **Articulation Officer (AO):** No report.
- 4.5. **Chief Instructional Officer (CIO)/Designee of CIO:** No report.

5. Workgroup Updates:

- 5.1. Carol Hutte was added to the META Revision Workgroup to focus on the Resources page.

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

6.1. Educational Program Viability Curriculum Representatives:

1. Arts Management: Tracy Kocher
2. Dance: John Machado
3. Education: Christy McPeck
4. Engineering Technology: Joann Eisberg
5. Fashion Design: Kathy Galipeau
6. Pharmacy Technician: Adeel Rizvi

The Chair elaborated more on the six outcomes for program viability. A member sought clarification on whether or not Instructional Support or additional resource areas will be a part of the process. The Chair and Academic Senate President shared that program viability is thorough and will consult/include areas needed to fulfill one of the six outcomes. For more information, such as who can initiate the process, please see [AP 4021](#).

- 6.2. Chaffey General Education Pattern: The workgroup ensured the Chaffey GE Pattern is aligned with the future CalGETC and Title 5.

7. Curriculum Proposals:

The Chair shared the following [presentation](#) that highlights accomplishments, labor market data, and program outlooks and recommendations. The committee commended Kinesiology faculty on their outstanding 80% transfer rate of Kinesiology AA-T earners. Markazon Romero thanked the Chair for the presentation and commended the faculty on their successful programs. The discussion of the Kinesiology curriculum began by addressing comments left by committee members in CurrIQunet META. The Chair expressed appreciation for the thoughtful Course Learning Outcomes (CLO) feedback, which loops into the Program Services and Review (PSR) process and the Outcomes and Assessment Committee's (OAC) work. For this reason, the Curriculum Office will capture the feedback given by the Curriculum Committee to provide to OAC. In a separate conversation with the Chair, Shannon Jessen, OAC Facilitator, agreed that having the Curriculum Office summarize CLO comments would be beneficial for OAC's work with faculty on CLOs, as the Curriculum Committee is reviewing for alignment of CLOs with other parts of the Course Outline of Record (COR). The committee agreed that their CLO feedback should be provided to both the department and OAC, and to allow departments to decide when it makes the most sense to update CLOs (based on their assessment/PSR cycle).

The Chair shared that she and the Curriculum Specialist worked with the Kinesiology discipline faculty on other committee suggestions and provided a summary. Discipline faculty made recommended changes in terminology they felt were appropriate without interfering with the integrity of discipline specific knowledge. For example, weight control was changed to body

composition and man-to-man was updated to one-to one, but diet, nutrition, and sportsmanship terms were left in place. In addition, sensitive topics, such as eating disorders and substance abuse, were added to class descriptions to ensure students are aware of sensitive topics discussed in the course prior to enrolling.

Kinesiology faculty, Elaine Martinez and Annette Henry, thanked the committee for their thorough review, commendations, and dedication to the curriculum process. In a discussion of future directions, Annette Henry shared that they hired a coordinator for their fitness center/facility who will also work with students in the program. One of the major goals is to allow faculty, staff, and potentially the community to use the fitness center in the future. They hope to offer internships through the fitness center as well. Another goal is to offer a new certificate in personal training. This differs from an athletic trainer whose focus is to help sports players on the field. The faculty also hope to offer courses in adaptive physical education that better services and supports students in Chaffey's DPS program. These plans are at the discussion/goal stage and future progress and details are to come.

When asked if they participate in dual enrollment, they shared that they collaborate with high schools with a nutrition course and KINLEC-15, and may offer an Intro to Kinesiology course in the future. There is a concern that dual enrollment demand may decrease if Area E is removed from the General Education pattern. The department would like to grow outreach in the future and is excited about the opportunities that lie ahead with high school partnerships. In discussions of student pathways, the Chair commended the Counseling Representatives on their detailed and helpful comments on the changes needed/suggested for academic maps. A committee member asked about the possibility of stacked certificates that may provide students an opportunity to be employed sooner or while they are working on the two-year certificate. There are four core courses that are prerequisites to each other that makes stacking them more difficult. The faculty are working on reviewing the sequence courses in the future, possibly changing them from three courses to two courses. A potential noncredit pathway to the credit program is also being considered.

KINESIOLOGY: ACTIVITY PACKAGE

Course Modifications w/ DE:

KINACT-1	Beginning Tennis	Approval: 20/0/0	Distance Education Approval Hybrid: 20/0/0
KINACT-2	Advanced Tennis	Approval: 20/0/0	Distance Education Approval Hybrid: 20/0/0
KINACT-24	Cross Training Boot Camp	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINACT-26	Beginning Pilates Matwork	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINACT-28A	Beginning Yoga	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINACT-28B	Intermediate Yoga	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINACT-29A	Beginning Body Conditioning	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINACT-29B	Intermediate Body Conditioning	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINACT-29C	Advanced Body Conditioning	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0

KINACT-31	Introduction to Self-Defense and Personal Safety	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINACT-35	Cardio Fitness For Life	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0

Course Modifications:

KINACT-16	Volleyball	Approval: 20/0/0
KINACT-17	Advanced Volleyball	Approval: 20/0/0
KINACT-20	Basketball	Approval: 20/0/0
KINACT-22	Soccer	Approval: 20/0/0
KINACT-23	Intermediate Soccer	Approval: 20/0/0
KINACT-25	Spinning for Fitness	Approval: 20/0/0
KINACT-32	Beginning Jiu-Jitsu	Approval: 20/0/0
KINACT-3A	Beginning Baseball	Approval: 20/0/0
KINACT-5A	Beginning Flag Football	Approval: 20/0/0
KINACT-9	Swimming	Approval: 20/0/0

KINESIOLOGY LECTURE PACKAGE

Course Modifications w/ DE:

KINLEC-11	Theory and Analysis of Football	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINLEC-15	Diet and Fitness	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINLEC-16	First Aid	Approval: 20/0/0	Distance Education Approval Hybrid: 20/0/0
KINLEC-17	First Aid & Emergency Response to Community Disasters	Approval: 20/0/0	Distance Education Approval Hybrid: 20/0/0
KINLEC-18	Introduction to Kinesiology	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINLEC-19	Practical Applications in Athletic Training I	Approval: 20/0/0	Distance Education Approval Hybrid: 20/0/0
KINLEC-2	Introduction to Athletic Training	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINLEC-21	Practical Applications in Athletic Training II	Approval: 20/0/0	Distance Education Approval Hybrid: 20/0/0
KINLEC-24	Biomechanics	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINLEC-32	Outdoor Adventures	Approval: 20/0/0	Distance Education Approval Hybrid: 20/0/0

Course Modifications:

KINLEC-22	Practical Applications in Athletic Training III	Approval: 20/0/0
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Course Deactivations:

KINLEC-14	Lifeguard Training	Approval: 20/0/0
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Program Modifications:

Athletic Trainer Aide	Certificate of Achievement	Approval: 20/0/0
Kinesiology for Transfer	AA-T	Approval: 20/0/0
Physical Education	A.A. Degree	Approval: 20/0/0

KINESIOLOGY TEAM PACKAGE**Course Modifications w/ DE:**

KINTM-11ABCD	Swimming Team Activity, Men and Women	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-14ABCD	Soccer Team Activity, Men	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-15ABCD	Soccer Team Activity, Women	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-16	Beginning Dance/Spirit Team	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-17	Intermediate Dance/Spirit Team	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-18	Beginning Dance/Cheer Team	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-19	Intermediate Dance/Cheer Team	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-1ABCD	Football Team Activity	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-26ABCD	Softball Team Class, Women	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-27ABCD	Baseball Team Class, Men	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-2ABCD	Volleyball Team Activity, Women	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-3ABCD	Basketball Team Activity, Women	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-41I	Intercollegiate Football	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-42I	Intercollegiate Volleyball Team, Women	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-44I	Intercollegiate Softball Team, Women	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-45I	Intercollegiate Water Polo Team, Men	Approval: 20/0/0	Distance Education

			Approval Fully Online and Hybrid: 20/0/0
KINTM-47I	Intercollegiate Baseball Team, Men	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-48I	Intercollegiate Cross Country, Men	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-49I	Intercollegiate Cross Country, Women	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-4ABCD	Softball Team Activity, Women	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-51I	Intercollegiate Swimming Team, Men/Women	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-54I	Intercollegiate Soccer Team, Men	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-55I	Intercollegiate Soccer Team, Women	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-56AI	Intercollegiate Basketball Team, Women Fall	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-56BI	Intercollegiate Basketball Team, Women Spring	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-57AI	Intercollegiate Basketball Team, Men Fall	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-57BI	Intercollegiate Basketball Team, Men Spring	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-59I	Intercollegiate Water Polo Team, Women	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-5ABCD	Water Polo Team Activity, Men	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-60ABC	Volleyball Strength and Conditioning for Athletes	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-61ABC	Basketball Strength and Conditioning for Athletes	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-62ABC	Football Strength and Conditioning for Athletes	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-63ABC	Soccer Strength and Conditioning for Athletes	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-64ABC	Softball Strength and Conditioning for Athletes	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0

KINTM-65ABC	Water Polo Strength and Conditioning for Athletes	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-66ABC	Baseball Strength and Conditioning for Athletes	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-67ABC	Swimming Strength and Conditioning for Athletes	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-69ABC	Cross Country Strength and Conditioning for Athletes	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-6ABCD	Basketball Team Activity, Men	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-7ABCD	Cross Country Team Activity, Men	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-8ABCD	Cross Country Team Activity, Women	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0
KINTM-9ABCD	Water Polo Team Activity, Women	Approval: 20/0/0	Distance Education Approval Fully Online and Hybrid: 20/0/0

Course Deactivations:

KINTM-1	Football Team Activity	Approval: 20/0/0
KINTM-2	Volleyball Team Activity, Women	Approval: 20/0/0
KINTM-3	Basketball Team Activity, Women	Approval: 20/0/0
KINTM-6	Basketball Team Activity, Men	Approval: 20/0/0
KINTM-60	Volleyball Strength and Conditioning for Athletes	Approval: 20/0/0
KINTM-62	Football Strength and Conditioning for Athletes	Approval: 20/0/0
KINTM-64	Softball Strength and Conditioning for Athletes	Approval: 20/0/0
KINTM-65	Water Polo Strength and Conditioning for Athletes	Approval: 20/0/0
KINTM-66	Baseball Strength and Conditioning for Athletes	Approval: 20/0/0
KINTM-69	Cross Country Strength and Conditioning for Athletes	Approval: 20/0/0

8. Discussion/Action Items:

8.1. By-Laws 2nd Reading and Vote: The Curriculum Chair made the changes suggested by the committee at the last meeting. She also added that committee members will participate in the Educational Program Proposal Committee ([AP 4023](#)) to section III, “Curriculum Committee Member Responsibilities”. The By-Laws were approved for a final reading 20/0/0.

9. Next Agenda Forecast:

- 9.1. Criminal Justice, Homeland National Security, Psychology, Sociology, and Social Science Packages.
- 9.2. The next Curriculum meeting will be via Zoom only.

10. Floor Items: (Reserved to raise concerns and/or future items to discuss within the [Curriculum Committee Scope](#). Committee members may also use floor items to share committee work and departmental/institutional updates as it relates to the Committee's work. Concerns and/or items to discuss may appear on a future agenda).

10.1. Request for more information on Credit for Prior Learning.

10.2. Request to discuss how courses for CalGETC will be picked, particularly with practicum courses.

1. The AO shared while a decision hasn't been made, she strongly urges faculty to take the survey to provide statewide feedback.
2. The Chair shared that this an excellent topic for discussion and will put this on an agenda when more information is available. She feels a presentation on this topic would also be helpful for the committee.
3. The Academic Senate President will resend the survey again via email to the campus.

11. Adjournment: The meeting was adjourned at 2:49p.m.

Name	ATTENDANCE	M: Approval of Summary Notes 8/24/2022 1 st : Christina Holdiness 2 nd : Joann Eisberg	M: Approval of Consent Agenda 1 st : Christina Holdiness 2 nd : Tracy Kocher	M: Approval of Kinesiology: Activity/Lecture/Team Package 1 st : Julie Law 2 nd : Annette Henry	M: Approval of By-Laws 2 nd Reading 1 st : Julie Law 2 nd : Tracy Kocher
Adeel Rizvi	X	X	X	X	X
Annette Henry	X	X	X	X	X
Candice Hines-Tinsley	X	X	X	X	X
Carol Hutte	X	X	X	X	X
Christina Holdiness	X	X	X	X	X
Christina McPeck	X	X	X	X	X
Grace Wong	X	X	X	X	X
Joan Godinez	X	X	X	X	X
Joann Eisberg	X	X	X	X	X
John Machado	X	A	X	X	X
Julie Law	X	X	X	X	X
Julie Leahy	X	X	X	X	X
Kathy Galipeau	X	X	X	X	X
Kirk Collins					
Markazan Romero	X	X	X	X	X
Maryline Chemama	X	X	X	X	X
Nicole Farrand	X	X	X	X	X
Paula Snyder	X	X	X	X	X
Rob Rundquist (as CIO Designee)					
Ryan Sipma	X	X	X	X	X
Sharon Alton	X	X	X		
Stephen Calebotta	X	X	X	X	X
Tracy Kocher	X	X	X	X	X
TOTAL COUNTS	21	21	21	20	20

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

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