

CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
SUMMARY NOTES
February 7, 2024
1:30pm-3:00pm
RANCHO CAMPUS, BEB-204
CHINO CAMPUS CONFERENCE ROOM, CHMB-242
FONTANA CAMPUS CONFERENCE ROOM, FNAC-119
FONTANA CAMPUS OFFICE, FNLC-116
INTECH CENTER, CLASSROOM-3/ELECTRICAL LAB
RANCHO SAN ANTONIO MEDICAL PLAZA, RSA-8

Members Present:

Angela Burk-Herrick, Curriculum Chairperson
Candice Hines-Tinsley, Health and Wellness (elected as Kinesiology, Nutrition and Athletics representative)
Carol Hutte, Educational Support Units (by position as Library Learning Resources)
Christina Holdiness, Educational Support Units (elected as Instructional Support)
Elaine Martinez, Health and Wellness (elected as Kinesiology, Nutrition and Athletics representative)
Garrett Kenehan, Arts, Communication, and Design (elected as Visual and Performing Arts representative)
Jennika Celo, Educational Support Units (elected as Academic and Career Counseling representative)
Joan Godinez, Educational Support Units (elected as Academic and Career Counseling representative)
Joann Eisberg, Science, Technology, Engineering, and Mathematics (elected as Mathematics and Science representative)
Jonathan Polidano, CTE Liaison

Markazan Romero, Business, Technology, and Hospitality, (elected as Business and Applied Technology representative)
Maryline Chemama, Science, Technology, Engineering, and Mathematics (elected as Mathematics and Science representative)
Michael Wangler, Science, Technology, Engineering, and Mathematics
Rob Rundquist, Dean Institutional Effectiveness/CIO Designee
Ryan Sipma, Catalog/Schedule Coordinator
Sharon Alton, Arts, Communication, and Design (elected as Language Arts representative)
Shireen Awad, Curriculum Specialist
Stephen Calebotta, Arts, Communication, and Design (elected as Language Arts representative)
Tracy Kocher, Business, Technology, and Hospitality, (elected as Business and Applied Technology representative)

Members Absent:

Adeel Rizvi, Health and Wellness, (elected as Health Sciences representative)
Grace Wong, Business, Technology, and Hospitality (elected as Hospitality, Fashion, Interior & Culinary Arts representative)
Julie Law, Articulation Officer
Laura Picklesimer, SLO Facilitator

Marlene Soto, Health and Wellness, (elected as Health Sciences representative)
Nicole DeRose, Academic Senate President
Nicole Farrand, Arts, Communication, and Design (elected as Visual and Performing Arts representative)
Paula Snyder, Public Service, Culture, and Society (elected as Social and Behavioral Sciences representative)
Xochitl Sanchez, Student Representative CCSG

Guests:

Hein Khant Myo Win, CCSG Student
Misty Burrue, Chief Instructional Officer

1. **Call to Order/Roll Call:** The meeting was called to order at 1:37p.m.
2. **Public Comment** (Reserved for guests to address any item on the agenda for a limit of two minutes): None
3. **Review and Approval of January 24, 2024 Expanded Summary Notes:** The summary notes were approved 12/0/1.
4. **Curriculum Office Reports**
 - 4.1. **Curriculum Chair:** The Chair wished the Curriculum Specialist a happy birthday.
 - 4.2. **Curriculum Specialist:** ASCCC is hosting their [2024 Noncredit Institute](#) at the Sheraton Park Hotel at the Anaheim Resort from Thursday, May 2 to Friday, May 3. ASCCC describes this institute as a “faculty-led experience [that]

supports educators, staff, and administrators who are committed to continuous learning and aspire to create equitable outcomes for student success through noncredit education.” This is a great opportunity for departments who are exploring noncredit options. To date, eight Chaffey members plan on attending from the CEAC Noncredit Taskforce. Interested faculty should speak with their Dean regarding this opportunity and for funding. Funding may also be available through the Faculty Success Center. The Specialist encourages faculty who need funding and/or supplemental funding to contact the FSC Facilitator, Tamari Jenkins, to explore options. Registration and travel forms will be completed by the faculty member and their Dean’s office.

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.

4.6. Academic Senate President: No report.

5. Consent Agenda: The consent agenda was approved 14/0/0.

5.1. ART-62A Illustration I (approved by the Committee on December 6, 2023): Changed to ART-62 Illustration since ART-62B Illustration II was deactivated in 2019.

5.2. RE-415 (approved by the Committee on January 24, 2024): Added the following content:

1. Impact of implicit bias, explicit bias, and systemic bias on consumers
2. Historical and social impacts of biases on real estate practice
3. Actionable steps to recognize and address one’s own implicit biases
 - Added the following assignments to align with content
 - Students will conduct research on implicit bias, explicit bias, and systemic bias in the context of real estate practice. They will utilize scholarly articles, case studies, and reputable sources to gather information.
 - Students will write a reflection paper (minimum 800 words) that includes the following components: (1) Explanation of implicit bias and its relevance to real estate practice, (2) Discussion on the historical and social impacts of implicit bias in the real estate industry, (3) Identification of actionable steps that real estate professionals can take to recognize and address their own implicit biases, and (4) Personal reflections on how understanding implicit bias can contribute to creating a fair and inclusive real estate environment.

6. Curriculum Proposals:

MID-CYCLE UPDATE: AVIATION MAINTENANCE TECHNOLOGY PACKAGE

The faculty have determined in their Mid-Cycle Update Form that the following courses require no updates or changes for their mid-cycle review:

- AMT 15A - Introduction to Aviation Maintenance for Airframe and Powerplant
- AMT 15B - Introduction to Aviation Maintenance for Airframe and Powerplant Laboratory
- AMT 16A - Aviation Materials, Processes, Inspections & Regulations
- AMT 29A - Powerplant: Aircraft Reciprocating and Turbine Engines
- AMT 29B - Powerplant: Aircraft Reciprocating and Turbine Engines Lab
- AMT 39A - Airframe Structures: Primary and Secondary Systems
- AMT 39B - Airframe Structures: Primary and Secondary Systems Lab
- AMT 400 - Aircraft Electronics
- AMT 501 - Aeronautics Laboratory Projects

The package below contains course modifications for the purposes of swapping AMT-15B with AMT-15C.

The Chair shared the [AMT Program presentation](#) that highlights pathway and program changes that better align with industry needs and standards.

New Courses:

| | | |
|--|---|------------------|
| AMT-15C (Replacing AMT-15B) | Introduction to Aviation Maintenance for Airframe and Powerplant Laboratory | Approval: 14/0/0 |
|--|---|------------------|

Course Deactivations:

| | | |
|----------------|---|------------------|
| AMT-15B | Introduction to Aviation Maintenance for Airframe and Powerplant Laboratory | Approval: 14/0/0 |
|----------------|---|------------------|

Course Modifications:

| | | |
|----------------|---|------------------|
| AMT-16A | Aviation Materials, Processes, Inspections & Regulations | Approval: 14/0/0 |
| AMT-29A | Powerplant: Aircraft Reciprocating and Turbine Engines | Approval: 14/0/0 |
| AMT-29B | Powerplant: Aircraft Reciprocating and Turbine Engines Lab | Approval: 14/0/0 |
| AMT-39A | Airframe Structures: Primary and Secondary Systems | Approval: 14/0/0 |
| AMT-39B | Airframe Structures: Primary and Secondary Systems Lab | Approval: 14/0/0 |

Program Modifications:

| | | |
|---|-------------------------------|------------------|
| Aircraft Electrical and Avionics Technician | Certificate of Achievement | Approval: 14/0/0 |
| Airframe (Formally Aviation Maintenance Technology: Airframe CA) | Certificate of Achievement | Approval: 14/0/0 |
| Airframe and Powerplant (Formally Aviation Maintenance Technology: Airframe AS) | AS | Approval: 14/0/0 |
| Airframe and Powerplant Technician (Formally Aviation Maintenance CA) | Certificate of Achievement | Approval: 14/0/0 |

COMPUTER SCIENCE PACKAGE[Computer Science Program Presentation](#)**Course Modifications w/ DE:**

| | | | |
|------------------|--|---------------------|---|
| COMPSCI-1 | Programming Concepts and Methodology I | Approval: 15/0/0 | Distance Education Approval Fully Online/Hybrid: 15/0/0 |
| COMPSCI-2 | Programming Concepts and Methodology II | Approval: 15/0/0 | Distance Education Approval Fully Online/Hybrid: 15/0/0 |
| COMPSCI-3 | Computer Architecture and Organization | Approval: 15/0/0 | Distance Education Approval Fully Online/Hybrid: 15/0/0 |

| | | | |
|--------------------|---|---------------------|---|
| COMPSCI-4 | Discrete Structures | Approval: 15/0/0 | Distance Education Approval Fully Online/Hybrid: 15/0/0 |
| COMPSCI-401 | Introduction to Virtual and Augmented Reality | Approval: 15/0/0 | Distance Education Approval Fully Online/Hybrid: 15/0/0 |

Program Modifications:

| | | |
|-------------------------|------|------------------|
| Computer Science | AS-T | Approval: 15/0/0 |
|-------------------------|------|------------------|

7. Discussion/Information/Action Items:

- 7.1. [Mid-Cycle Presentation to Deans and Coordinators](#):** The Chair and Specialist shared the highlights from their presentation to the Deans and Coordinators on the Mid-Cycle update. The comprehensive updates by ACC over the last two years allowed the committee to focus on the inclusion of DEIA strategies and content in all CORs across all disciplines, maintain compliance, and set the stage for implementing mid-cycle updates. In addition, over the past three years, the Chair coordinated work with the Articulation Officer and faculty to ensure academic maps were updated according to curriculum changes both locally and statewide (e.g., Ethnic Studies implementation). Currently, the process includes the two Counseling representatives, who closely review the maps and provide feedback for updating. The academic map review will continue during mid-cycle updates that will focus on degree and certificate structure. The Chair also presented on the degree and certificate guidance for the mid-cycle update.

8. Next Agenda Forecast (Anticipated Packages):

- 8.1.** February 21, 2024: 3 GE Patterns (review will be done in meeting)
 1. Continue reading CIS Package by Wednesday, February 28, 2023.
- 8.2.** March 6, 2024: CIS Package

- 9. 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).

- 9.1.** Volunteers for META Workgroup to go over META tabs/pages for feedback/revisions.

- 9.2.** Removing DEIA Textbox from DEIA page:

- The Committee briefly spoke about the DEIA page in META and the responses to the DEIA question textbox. The Chair shared that the information in the textboxes is automatically carried over from the original DEIA page in META. The original intention of the question in the old DEIA page was to ask faculty to identify where they placed DEIA into their CORs. Instead, many departments wrote a statement about DEIA. The Committee discussed in previous meetings that they would not evaluate a department's philosophy on DEIA and that the question in META was misleading. As a result, in Spring 2023, the DEIA page was revamped to be a checklist that allows faculty to concretely identify where DEIA is located in their COR. The Curriculum Office did leave an option for faculty to write additional information on the new page; however, this resulted in the old statements automatically transferring over. Because of this, the page needs to be revised again to remove the textbox to minimize confusion. The Committee's purview is to review DEIA strategies in curriculum design and not a department's philosophy or personal beliefs on DEIA, and in doing so, ensure that all CORs intentionally incorporate DEIA elements. The Committee and discipline faculty have succeeded in doing this during their comprehensive department curriculum updating. Encouraging and ensuring implementation of the DEIA components of the CORs during instruction is the purview of other institutional areas (e.g., Academic Senate, Professional Development Committee, Faculty Success Center, CCFA Evaluations Committee, President's Equity Council, etc.).

- 10. Adjournment:** The meeting was adjourned at 2:58pm.

| Name | ATTENDANCE | M: Approval of Summary Notes 1 st : Joann Eisberg 2 nd : Tracy Kocher | M: Approval of Consent Agenda 1 st : Christina Holdiness 2 nd : Tracy Kocher | M: Approval of Mid-Cycle Package: AMT 1 st : Joann Eisberg 2 nd : Christina Holdiness | M: Approval of Computer Science Package 1 st : Joann Eisberg 2 nd : Christina Holdiness |
|---------------------------------|------------|---|--|---|---|
| Adeel Rizvi | | | | | |
| Candice Hines-Tinsley | X | | | | X |
| Carol Hutte | X | X | X | X | |
| Christina Holdiness | X | X | X | X | X |
| Elaine Martinez | X | | | | X |
| Garrett Kenehan | X | X | X | X | X |
| Grace Wong | | | | | |
| Jennika Celo | X | X | X | X | X |
| Joan Godinez | X | X | X | X | X |
| Joann Eisberg | X | X | X | X | X |
| Julie Law | | | | | |
| Markazan Romero | X | | X | X | X |
| Marlene Soto | | | | | |
| Maryline Chemama | X | X | X | X | X |
| Michael Wangler | X | X | X | X | X |
| Nicole Farrand | | | | | |
| Paula Snyder | | | | | |
| Rob Rundquist (as CIO Designee) | X | X | X | X | X |
| Ryan Sipma | X | X | X | X | X |
| Sharon Alton | X | X | X | X | X |
| Stephen Calebotta | X | X | X | X | X |
| Tracy Kocher | X | A | X | X | X |
| TOTAL COUNTS | 16 | 13 | 14 | 14 | 15 |

Quorum= 22/2=11+1=12 (as of 12/11/2023)

| Non-Voting | |
|---------------------|---|
| Angela Burk-Herrick | X |
| Xochitl Sanchez | |
| Jonathan Polidano | X |
| Laura Picklesimer | |
| Nicole DeRose | |
| Shireen Awad | X |