

**CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
SUMMARY NOTES
February 11, 2026
1:30pm-3:00pm
RANCHO CAMPUS, BEB-204
CHINO CAMPUS CONFERENCE ROOM, CHMB-242
FONTANA CAMPUS CLASSROOM, FNAC-204
FONTANA CAMPUS OFFICE, FNLC-116
INTECH CENTER, CLASSROOM-3/ELECTRICAL LAB**

*The quorum number is 10.

Members Present:0

Angela Burk-Herrick, Curriculum Chairperson
Candice Hines-Tinsley, Health & Wellness
Carol Hutte, Library Learning Resources
Christina Holdiness, Instructional Support
Elizabeth Encarnacion, Academic Senate
President
Garrett Kenehan, Arts, Communication, &
Design
Jennika Celo, Academic and Career Counseling
Julie Law, Articulation Officer
Lisa Pitts, Science, Technology, Engineering, &
Mathematics

Louisa Villeneuve, SLO Facilitator
Markazan Romero, Manufacturing, Industrial
Design and Transportation
Maryline Chemama, Science, Technology,
Engineering, & Mathematics
Nicole Farrand, PSR Faculty Tri-Chair
Rebecca Bowers, DE Committee
Ryan Hitch, Instructional Support
Sharon Alton, Arts, Communication, & Design

Members Absent:

Andrew Long, Dean, Instructional Support
Christie McPeck, Public Service, Culture, and Society
Joan Godinez, Academic and Career Counseling
Jonathan Polidano, CTE Liaison
Paula Snyder, Public Service, Culture, and Society
Ryan Sipma, Catalog/Schedule Coordinator
Sarah Schmidt, Classified Senate Representative

Guests:

Elaine Martinez, KNA
Michelle Sims, Athletics
Emilie Koenig, English

1. **Call to Order/Roll Call:** The meeting was called to order at 1:45 pm.
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 28, 2026 Expanded Summary Notes:** The Summary Notes were approved 11/0/0.
4. **Curriculum Office Reports**

4.1. Curriculum Chair:

1. The decision was made to move forward with full conversion to the CCN Numbers for approved courses beginning in Fall 2026, rather than Fall 2027. More information regarding this new timeline will be forthcoming.

Former Local Course	New CCN Course
<u>ARTH-3</u> Survey of Western Art from Prehistory through the Middle Ages	<u>ARTH-C1100</u> Survey of Art from Prehistory to the Medieval Era
<u>ARTH-5</u> Survey of Western Art from Renaissance to Contemporary	<u>ARTH-C1200</u> Survey of Art from the Renaissance to Contemporary
<u>COMSTD-2</u> Fundamentals of Effective Speaking	<u>COMM-C1000</u> Introduction to Public Speaking
<u>ECON-2</u> Principles of Macroeconomics	<u>ECON-C2002</u> Principles of Macroeconomics
<u>ECON-4</u> Principles of Microeconomics	<u>ECON-C2001</u> Principles of Microeconomics
<u>ENGL-1A</u> Composition	<u>ENGL-C1000</u> Academic Reading and Writing
<u>ENGL-1B</u> Advanced Composition and Critical Thinking	<u>ENGL-C1001</u> Critical Thinking and Writing
<u>ENGL-1C</u> Introduction to Literature	<u>ENGL-C1002</u> Introduction to Literature
<u>HIST-17</u> United States History through 1877	<u>HIST-C1001</u> United States History to 1877
<u>HIST-18</u> United States History from 1865	<u>HIST-C1002</u> United States History since 1865
<u>PS-1</u> American Politics	<u>POLS-C1000</u> American Government and Politics
<u>PSYCH-1</u> Introduction to Psychology	<u>PSYC-C1000</u> Introduction to Psychology
<u>STAT-10</u> Elementary Statistics	<u>STAT-C1000</u> Introduction to Statistics

4.2. Curriculum Specialist: Position VACANT

- 4.3. Articulation Officer (AO):** Still no decision about Cal GET-C decisions. Meeting with the Chancellor's Office as Region 9 AO Rep and will be asking for more transparency in the approval process since the applications are the same.

4.4. Catalog and Schedule Coordinator: Not in attendance

4.5. Chief Instructional Officer (CIO)/Designee of CIO: Not in attendance

4.6. Academic Senate President: No Report

4.7. Curriculum Committee Student Representative: Position VACANT

5. Consent Agenda: None

6. Non-Cycle Updates: None

7. ACD, BTH, and CHINO Mid-Cycle Updates: None

8. Discussion/Information/Action Items:

8.1. Discussion Item: COR/ZTC Training Development Workgroup

1. ZTC Facilitator Emilie Koenig attended the first few ZTC Pathway meetings, where a lot of questions arose regarding the COR and for-profit texts, accreditation, etc. And over the last

several years, the Curriculum Committee has transformed the format and structure of the Course Outline of Record (COR) from containing only the minimum information needed for compliance to a document that provides guidance to all instructors of the course in a variety of areas. Examples included, DEIA information, UDL guidance, updated ZTC language to communicate department expectations about the types of resources to be used, and CLOs. However, the shift in COR format has not been widely communicated to faculty. To improve communication related to COR, the ZTC Facilitator and the Curriculum Chair proposed the formation of a joint workgroup of Curriculum Committee and ZTC/OER Committee members to identify the content to include in the asynchronous Canvas Course. The workgroup would meet a few times over the next few weeks and then share out with each committee for feedback in April (for us that's April 1st). Curriculum Chair Burk-Herrick discussed the timeline to meet and brainstorm content prior to the final curriculum meeting in April and ZTC/OER Committee meeting for approvals. Curriculum Chair Burk Herrick and ZTC Facilitator Koenig would collect the brainstorming process and ideas for use in the Canvas shell build durfall FLEX presentation to showcase the Canvas Course. The group advocated for a compensation model for faculty to be paid for their time in completing the training through this Canvas shell.

2. Representatives Alton and Farrand volunteered as workgroup members alongside Curriculum Chair Burk-Herrick and ZTC Facilitator Koenig.

Christina Holdiness left at 1:55 pm

8.2. Discussion Item: Chaffey GE Pattern [Criteria for Area Review](#)

1. Curriculum Chair Burk-Herrick requested that the Representatives review the "Chaffey College Criteria/evaluation" that were drafted as review to critique the criteria provided by ASCCC for each Criteria listed. During the next meeting, the discussion item will return for further conversation to see if items would need to be merged, and evaluate the ease of review in the language used in the document.

8.3. Discussion Item: Proposed Chaffey GE Area Information Sheet

Timeline- Proposed new Chaffey GE Area Information Sheet finalized and sent out on or before February 25th; Representatives consult/discuss with their constituents; vote anticipated in March 11th meeting

Curriculum Chair Burk-Herrick shared [presentation material](#) on data gathered thus far on the potential for a local GE area, most of which was presented to Student Government on Monday, February 9 by President Encarnacion and Representative Celso. Academic Senate President Encarnacion mentioned that after the CCSG presentation, students came up to state that the slide regarding the "Potential courses that could be offered" garnered a lot of interest to showcase the variety of courses that could be offered in this GE Area. "Some local degrees may have the course already count in their requirements" will be moved to the FAQ section with more details and the information in the slides will be used to produce an information sheet for representatives to share with their constituents to gather their opinions and thoughts on the idea of a local GE area prior to the anticipated vote March 11th.

9. Agenda Forecast:

9.1. AO Law and Curriculum Chair Burk-Herrick are working with faculty on Common Course Numbering (CCN) course alignment. Chair Burk-Herrick will let representatives know if there is curriculum for review in the next few weeks. Curriculum Chair Burk-Herrick will report on upcoming elections at the next meeting.

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).

11. Adjournment: The meeting was adjourned at 2:40 pm.

Name	ATTENDANCE	M: Approval of Summary Notes 1st: Julie Law, AO 2nd: Lisa Pitts, STEM
Andrew Long		
Candice Hines-Tinsley	X	X
Carol Hutte	X	X
Christina Holdiness	X	X
Christie McPeck		
Garrett Kenehan	X	X
Joan Godinez		
Jennika Celo	X	X
Julie Law	X	X
Lisa Doget		
Lisa Pitts	X	X
Markazan Romero	X	X
Maryline Chemama	X	X
Paula Snyder		
Ryan Hitch	X	X
Ryan Sipma		
Sharon Alton	X	X
Tracy Kocher		
TOTAL COUNTS	11	11

Quorum= 18/2=9+1=10

Non-Voting	
Angela Burk-Herrick	
Elizabeth Encarnacion	X
Jonathan Polidano	
Louisa Villeneuve	X
Nicole Farrand	X
Rebecca Bowers	X
Sarah Schmidt	X