

CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING

Summary Notes

January 14, 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:

Andrew Long, Dean, Instructional Support
Angela Burk-Herrick, Curriculum Chairperson
Candice Hines-Tinsley, Health & Wellness
Carol Hutte, Library Learning Resources
Christina Holdiness, Instructional Support
Garrett Kenehan, Arts, Communication, & Design
Joan Godinez, Academic and Career Counseling
Jonathan Polidano, CTE Liaison
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
Paula Snyder, Public Service, Culture, and Society
Ryan Hitch, Instructional Support
Sarah Schmidt, Classified Senate Representative
Sharon Alton, Arts, Communication, & Design
Shireen Awad, Curriculum Specialist

Members Absent:

Christie McPeck, Public Service, Culture, and Society
Elizabeth Encarnacion, Academic Senate President
Jennika Celo, Academic and Career Counseling
Lisa Doget, Health & Wellness

Rebecca Bowers, DE Committee
Ryan Sipma, Catalog/Schedule Coordinator
Tiffany Cobos, CCSG Student Representative
Tracy Kocher, Business, Technology, & Hospitality

Guests:

None

- 1. Call to Order/Roll Call:** The meeting was called to order at 1:34pm.
- 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 December 3, 2025 Expanded Summary Notes:** The summary notes were approved 12/0/0.
- 4. Curriculum Office Reports**
 - 4.1. Curriculum Chair:** The Chair welcomed back the Committee and hoped they had a restful break.
 - 4.2. Curriculum Specialist:** The Specialist announced that she will be taking on a new role at the college as the Administrator of Instructional Systems & Pathways Innovation. Her last curriculum meeting will be January 28. While she is incredibly excited to begin this role, she will greatly miss curriculum. This May will mark ten years in her curriculum role. The new position is curriculum adjacent and will provide the opportunity to focus more deeply on Credit for Prior Learning and Pathways. She shared that searching for her “next role” was difficult because she deeply values working with the faculty and deans at Chaffey. She has remained in this role for so long because of the strong relationships she has built with faculty and deans. She is grateful for the opportunity to continue working closely with faculty in a different way. She thanked the committee for everything and for an amazing ten years.
 - 4.3. Articulation Officer (AO):** The AO congratulated the Specialist on her new role and shared excitement yet sadness for the change.
 - 4.4. Catalog and Schedule Coordinator:** No report.

4.5. Chief Instructional Officer (CIO)/Designee of CIO: Dean Long congratulated the Specialist on her new role. He also shared that the BDBP work is continuing and that the group is meeting with the two areas under consideration, Automotive Technology and Cybersecurity, to discuss potential career pathways.

4.6. Academic Senate President: No report.

4.7. Curriculum Committee Student Representative: No report.

5. Presentation: Work Experience at Chaffey - Legislation and Process: The Chair and Specialist shared updates on the new work experience regulations and the project that will support curriculum alignment with these regulatory changes.

6. Consent Agenda: The consent agenda was approved 13/0/0.

- 6.1. Per faculty consent, the missing reading assignment for BUS-496ABCD was added to the course by modifying and removing the “Other” assignment.
- 6.2. Per faculty consent, the missing writing assignment for DENTAL-445L was added to the course.
- 6.3. Per faculty and departmental consent, the units and hours for the following Work Experience Courses will be changed to align with the latest regulations (see presentation in agenda item #5).

BUS-496ABCD	Internships in Business
BUSL-496ABC	Internships in Paralegal
CDE-28W	Practicum II: Supervised Occupational Work Experience
CINEMA-96	Internships in Cinema, Television or Radio
COOPED-497ABCD	Cooperative Education: General Work Experience
ED-10W	Introduction to Elementary Classroom Teaching Fieldwork
FIRETEC-97ABCD	Fire Technology Career Experience Internship
HOTFS-482	Industry Internship: Hospitality Management
ID-482ABCD	Internships in Interior Design

IET-484ABCD	Industrial and Maintenance Work Experience
ITIS-496ABCD	Internships in Computer Information Systems
NURADN-482	Cooperative Education: Nursing A.D.N
PH-97ABCD	Public Health Career Experience Internship
PTA-32	Clinical I
PTA-33	Clinical II
THEATRE-496ABCD	Internships in Technical Theatre and Entertainment Design
WORKEXP-697	General Work Experience
WORKEXP-97ABC	Work Experience Education

7. Non-Cycle Updates:

Program Modifications:

Kinesiology	AA-T	Approval: 13/0/0
Nursing: ADN	AS	Approval: 13/0/0
Nursing VN to RN	AS	Approval: 13/0/0

AUTOMOTIVE TECHNOLOGY PACKAGE

Johnny Polidano thanked Dr. Friday for discovering a grant to support curriculum development focused on electric vehicles. He also thanked the Grants Office for their work in finalizing the grant in such a short time frame.

New Courses w/ DE:

AUTOTEC-408	Electric Vehicle Systems and Diagnostics	Approval: 13/0/0	Distance Education Approval Hybrid Only: 13/0/0
AUTOTEC-409	Advanced Alternative Propulsion and Fuel Cell Technology	Approval: 13/0/0	Distance Education Approval Hybrid Only: 13/0/0

New Programs:

Electric Vehicle and Alternative Propulsion Technician	Certificate of Achievement	Approval: 13/0/0
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Program Modifications:

Automotive Electrical Systems	Certificate of Achievement	Approval: 13/0/0
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8. ACD, BTH, and CHINO Mid-Cycle Updates: None.

9. Discussion/Information/Action Items: None.

10. Agenda Forecast: Non-cycle updates and celebration for Curriculum Specialist.

11. 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).

11.1. None.

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

Name	ATTENDANCE	M: Approval of Summary Notes 1 st : Julie Law 2 nd : Lisa Pitts	M: Approval of Consent Agenda 1 st : Lisa Pitts 2 nd : Maryline Chemama	M: Approval of Non-Cycle Updates 1 st : Lisa Pitts 2 nd : Sharon Alton	M: Approval of Automotive Technology Package 1 st : Julie Law 2 nd : Lisa Pitts
Andrew Long	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
Christie McPeck					
Garrett Kenehan	X	X	X	X	X
Joan Godinez	X	X	X	X	X
Jennika Celo					
Julie Law	X	X	X	X	X
Lisa Doget					
Lisa Pitts	X	X	X	X	X
Markazan Romero	X	X	X	X	X
Maryline Chemama	X	X	X	X	X
Paula Snyder	X		X	X	X
Ryan Hitch	X	X	X	X	X
Ryan Sipma					
Sharon Alton	X	X	X	X	X
Tracy Kocher					
TOTAL COUNTS	13	12	13	13	13

Quorum= 18/2=9+1=10

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