

CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
SUMMARY NOTES
September 17, 2025
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

Members Present:

Andrew Long, Dean, Instructional Support
Angela Burk-Herrick, Curriculum Chairperson
Avyana Davis, CCSG Student Representative
Carol Hutte, Library Learning Resources
Christina Holdiness, Instructional Support
Elizabeth Encarnacion, Academic Senate President
Garrett Kenehan, Arts, Communication, & Design
Joan Godinez, Academic and Career Counseling
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
Paula Snyder, Public Service, Culture, and Society
Sarah Schmidt, Classified Senate Representative
Shireen Awad, Curriculum Specialist

Members Absent:

Candice Hines-Tinsley, Health & Wellness
Christie McPeck, Public Service, Culture, and Society
Jonathan Polidano, CTE Liaison
Lisa Doget, Health & Wellness

Maryline Chemama, Science, Technology, Engineering, & Mathematics
Nicole Farrand, PSR Faculty Tri-Chair
Ryan Sipma, Catalog/Schedule Coordinator
Sharon Alton, Arts, Communication, & Design
Tracy Kocher, Business, Technology, & Hospitality

Guests:

None

1. **Call to Order/Roll Call:** The meeting was called to order at 1:36 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 September 3, 2025 Expanded Summary Notes:** The summary notes were approved 10/0/0.
4. **Curriculum Office Reports**
 - 4.1. **Curriculum Chair:** The Second Bachelor's Degree Program (BDP) workgroup met today. The Chair is pleased to report that progress is being made, but there is still significant work and discussion ahead.
 - 4.2. **Curriculum Specialist:** No report.
 - 4.3. **Articulation Officer (AO):** [Phase III of the CCN Post-Convening Surveys](#) is underway. Statewide discipline faculty have prepared a rough draft of the survey templates, which are now available for all faculty to review and provide feedback by September 28, 2025. Phase III implementation is scheduled for Fall 2028.
 - 4.4. **Catalog and Schedule Coordinator:** No report.
 - 4.5. **Chief Instructional Officer (CIO)/Designee of CIO:** The Enrollment Management Committee and the College Planning Council have met and include curriculum representation. Any updates relevant to the Curriculum Committee will be reported back accordingly.
 - 4.6. **Academic Senate President:** No report.

4.7. Curriculum Committee Student Representative: No report.

5. Consent Agenda: None.

6. Non-Cycle Updates: None.

7. ACD, BTH, and CHINO Mid-Cycle Updates:

AMERICAN SIGN LANGUAGE (ASL) PACKAGE

American Sign Language Curriculum Presentation

The Chair shared the presentation on ASL that highlights the program's accomplishments, data, and inclusion of DEIA. A committee member inquired about the communication plan for the deactivation of ASL-20. The Chair explained that the Curriculum Office is implementing a new plan, which includes notifying the Dean's office once the deactivation is finalized so that all impacted students can be informed.

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

ASL-1	Elementary American Sign Language I
ASL-2	Elementary American Sign Language II
ASL-3	Intermediate American Sign Language III
ASL-4	Intermediate American Sign Language IV
ASL-18	Introduction to Deaf Studies
ASL-21	Classifiers/Depicting Verbs

New Courses w/ DE:

ASL-22 (replacing ASL-20)	Fingerspelling/Numbers	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
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Course Deactivations:

ASL-20	Fingerspelling/Numbers	Approval: 10/0/0
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Program Modifications:

American Sign Language Studies	AA	Approval: 10/0/0
American Sign Language (ASL)	Certificate of Achievement	Approval: 10/0/0

ARABIC AND FRENCH PACKAGE

The Chair shared a presentation on the Arabic and French courses, highlighting both course and student data. The Committee expressed concern that ARABIC-3 and ARABIC-4 are not offered regularly. Without being scheduled, it is difficult to assess whether there is an unmet student need. The Chair noted that a broader discussion is needed regarding courses that are not scheduled at least once every two years, as outlined in the Program and Course Approval Handbook. The Academic Senate President agreed that there needs to be wider and more intentional discussions.

Arabic and French Curriculum Presentation

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

ARABIC-1	Elementary Modern Standard Arabic I
ARABIC-2	Elementary Modern Standard Arabic II
ARABIC-3	Intermediate Modern Standard Arabic I
ARABIC-4	Intermediate Modern Standard Arabic II
FR-1	Elementary French I
FR-2	Elementary French II

Curriculum Committee Approval: 10/0/0

CHINESE PACKAGE

Chinese Curriculum Presentation

The Chair shared the presentation on the Chinese Curriculum Program that highlights the program's accomplishments, data, and inclusion of DEIA.

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

CHIN-1	Elementary Mandarin Chinese I
CHIN-2	Elementary Mandarin Chinese II
CHIN-3	Intermediate Mandarin Chinese I
CHIN-4	Intermediate Mandarin Chinese II
CHIN-18	Modern Chinese Popular Culture

Program Modifications:

Chinese Studies	AA	Approval: 10/0/0
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COMMUNICATION STUDIES PACKAGE

Communication Studies Curriculum Presentation

The AO shared the presentation on the Communication Studies program that highlights the program's accomplishments, data, and inclusion of DEIA.

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

COMSTD-2	Introduction to Public Speaking (CCN: COMM C1000)
COMSTD-4	Fundamentals of Interpersonal Communication
COMSTD-6	Fundamentals of Small Group Communication
COMSTD-8	Fundamentals of Speech Communication
COMSTD-12	Mass Communication and Society
COMSTD-14	Oral Interpretation of Literature
COMSTD-72	Logic and Argumentation
COMSTD-74	Intercultural Communication
COMSTD-76	Gender and Communication
COMSTD-78	Family Communication

Program Modifications:

Communication Studies 2.0	AA-T	Approval: 10/0/0
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ENGLISH PACKAGEEnglish Curriculum Presentation

The AO shared the presentation on the English Program that highlights the program's accomplishments, data, and inclusion of DEIA.

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

ENGL-1C	Introduction to Literature (CCN: ENGL C1002)
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Course Modifications w/ DE:

ENGL-1A	Academic Reading and Writing (CCN: ENGL C1000)	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ENGL-1B	Critical Thinking and Writing (CCN: ENGL C1001)	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ENGL-32	Introduction to the Novel	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ENGL-33	Introduction to Poetry	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ENGL-35	Literary Magazine Production	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ENGL-68	Mythology	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ENGL-70A	World Literature I	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ENGL-70B	World Literature II	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ENGL-73	LGBTQIA+ Literature	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ENGL-74	Asian-American Literature	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ENGL-75A	American Literature I	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ENGL-75B	American Literature II	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ENGL-76	African-American Literature	Approval:	Distance Education

		10/0/0	Approval Fully Online/Hybrid: 10/0/0
ENGL-77	Latino Literature	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ENGL-79	Native American Literatures	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ENGL-7A	Creative Writing: Short Fiction	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ENGL-7B	Creative Writing: Fiction	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ENGL-7D	Creative Writing: Poetry	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ENGL-7E	Creative Writing: Nonfiction	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ENGL-80A	Survey of British Literature I	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ENGL-80B	Survey of British Literature II	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ENGL-81	Shakespeare	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0

Program Modifications:

English	AA-T	Approval: 10/0/0
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ENGLISH AS A SECOND LANGUAGE (ESL) PACKAGE

[English as a Second Language Curriculum Presentation](#)

The Chair shared the presentation on the ESL Program that highlights the program's accomplishments, data, and inclusion of DEIA.

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

ESL-603	English for Technical Trades I
ESL-604	English for Technical Trades II
ESL-608	Pronunciation of American English
ESL-650	English and Citizenship

Course Modifications w/ DE:

ESL-475	Fundamentals of College Reading and Writing for ESL Students	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ESL-607	Conversation and Pronunciation	Approval: 10/0/0	Distance Education Approval Fully

			Online/Hybrid: 10/0/0
ESL-612	English as a Second Language I	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ESL-622	English as a Second Language II	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ESL-622A	English as a Second Language IIA	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ESL-622B	English as a Second Language IIB	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ESL-632	English as a Second Language III	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ESL-632A	English as a Second Language IIIA	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ESL-632B	English as a Second Language IIIB	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ESL-642	English as a Second Language IV	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
ESL-652	English as a Second Language V	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0

Program Modifications:

English as a Second Language	Noncredit Certificate of Competency	Approval: 10/0/0
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JOURNALISM PACKAGE

The AO shared the presentation on the Journalism Curriculum Program that highlights the program's accomplishments, data, and inclusion of DEIA.

[Journalism Curriculum Presentation](#)

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

JOUR-10	Newswriting
JOUR-30	Student Media Practicum I
JOUR-31	Student Media Practicum II

Course Modifications w/ DE:

JOUR-11	Multimedia Reporting	Approval: 10/0/0	Distance Education Approval Fully Online/Hybrid: 10/0/0
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Program Modifications:

Journalism	AA-T	Approval: 10/0/0
Journalism	Certificate of Achievement	Approval: 10/0/0

8. Discussion/Information/Action Items:

8.1. Earth Science Pathway: The second EPPC meeting will take place this semester after receiving data from IR.

8.2. Local GE Workgroup: The current workgroup convened in the spring and is now focused on determining whether to add or exclude areas from the local GE pattern. A key question under discussion is whether Chaffey should include courses in the local GE pattern that are not part of Cal-GETC. The current members of the workgroup are Julie Law, Joan Godinez, Jennika Celo, Tracy Kocher, Elaine Martinez, and Angela Burk-Herrick. No additional committee members volunteered to participate.

9. Agenda Forecast: October 1, 2025

9.1. ACD Packages: Art, Art: Graphic Design, Art History, Broadcasting and Cinema, Music, Photography, and Theatre
1. **Reading Due:** September 29, 2025.

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. The Instructional Support Representative may need to resign due to scheduling conflicts affecting Instructional Specialists. The Chair emphasized the vital role of Instructional Support on the committee. Academic Senate Officers are currently discussing possible solutions to address scheduling challenges for both Instructional Support and Counseling representatives.

11. Adjournment: The meeting was adjourned at 2:38 pm.

Name	ATTENDANCE	M: Approval of Summary Notes 1 st : Lisa Pitts 2 nd : Julie Law	M: Approval of American Sign Language 1 st : Julie Law 2 nd : Garrett Kenehan	M: Approval of Arabic and French Package 1 st : Julie Law 2 nd : Lisa Pitts	M: Approval of Chinese Package 1 st : Christina Holdiness 2 nd : Lisa Pitts	M: Approval of Communication Studies Package 1 st : Lisa Pitts 2 nd : Christina Holdiness	M: Approval of English Package 1 st : Lisa Pitts 2 nd : Garrett Kenehan	M: Approval of English as a Second Language Package 1 st : Julie Law 2 nd : Lisa Pitts	M: Approval of Journalism Package 1 st : Julie Law 2 nd : Lisa Pitts
Andrew Long	X	X	X	X	X	X	X	X	X
Candice Hines-Tinsley									
Carol Hutte	X	X	X	X	X	X	X	X	X
Christina Holdiness	X	X	X	X	X	X	X	X	X
Christie McPeck									
Garrett Kenehan	X	X	X	X	X	X	X	X	X
Joan Godinez	X	X	X	X	X	X	X	X	X
Jennika Celo	X	X	X	X	X	X	X	X	X
Julie Law	X	X	X	X	X	X	X	X	X
Lisa Doget									
Lisa Pitts	X	X	X	X	X	X	X	X	X
Markazan Romero	X	X	X	X	X	X	X	X	X
Maryline Chemama									
Paula Snyder	X	X	X	X	X	X	X	X	X
Ryan Sipma									
Sharon Alton									
Tracy Kocher									
TOTAL COUNTS	10	10	10	10	10	10	10	10	10

Quorum= 17/2=8.5+1=9.5, 10

Non-Voting	
Angela Burk-Herrick	X
Avyana Davis	X
Elizabeth Encarnacion	X
Jonathan Polidano	
Louisa Villeneuve	X
Nicole Farrand	
Sarah Schmidt	X
Shireen Awad	X