

**CHAFFEY COLLEGE**  
**CURRICULUM COMMITTEE MEETING**  
**SUMMARY NOTES**  
**September 3, 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**

\*The quorum number is 10.

**Members Present:**

Andrew Long, Dean, Instructional Support  
Angela Burk-Herrick, Curriculum Chairperson  
Avyana Davis, CCSG Student Representative  
Candice Hines-Tinsley, Health & Wellness  
Carol Hutte, Library Learning Resources  
Christie McPeck, Public Service, Culture, and Society  
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  
Maryline Chemama, Science, Technology, Engineering, & Mathematics  
Nicole Farrand, PSR Faculty Tri-Chair  
Paula Snyder, Public Service, Culture, and Society  
Sharon Alton, Arts, Communication, & Design  
Shireen Awad, Curriculum Specialist  
Tracy Kocher, Business, Technology, & Hospitality

**Members Absent:**

Christina Holdiness, Instructional Support  
Jonathan Polidano, CTE Liaison  
Lisa Doget, Health & Wellness  
Ryan Sipma, Catalog/Schedule Coordinator

**Guests:**

Jessica Moronez, Sociology  
Naomi McCool, Sociology

- 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 April 16, 2025 Expanded Summary Notes:** The summary notes were approved 12/0/0.
- 4. Curriculum Office Reports**
  - 4.1. Curriculum Chair:** The Chair thanked Committee member Lisa Pitts for bringing Nothing Bundt Cakes for the group to enjoy. She also welcomed the committee back as the semester begins. The Chair expressed her appreciation for the time and effort members put into reading and preparing the curriculum. She reminded the committee about the Credit for Prior Learning FOSA and encouraged faculty to review the opportunity. She also encouraged members to consider applying.
  - 4.2. Curriculum Specialist:** The Specialist welcomed the committee back and shared the following updates:
    1. Updates on ACD and BTH Cycle: All ACD and BTH curriculum is currently underway. Tech Review was completed over the summer, and agendas have been established for the entire year.

**4.3. Articulation Officer (AO):** The AO shared that COMSTD-8, FASHD-20, PH-20 were approved for Cal-GETC. She also shared that a catalog addendum was posted to reflect new Title 5 legislation: Students with a Bachelor’s Degree can have their general education requirements waived.

**4.4. Catalog and Schedule Coordinator:** No report.

**4.5. Chief Instructional Officer (CIO)/Designee of CIO:** Dean Long encouraged faculty to review the Credit for Prior Learning FOSA and consider applying. The Bachelor’s Degree workgroup had their first convening and discussed exploring requirements and feasibility of Bachelor’s Degrees at Chaffey.

**4.6. Academic Senate President:** President Encarnacion introduced herself. She shared that Academic Senate is beginning conversations on AI that will likely result in task forces. She will bring those conversations to the committee and encouraged members to join the task forces.

**4.7. Curriculum Committee Student Representative:** Avyana introduced herself to the committee.

**5. Summer Clean-Up:** The summer clean-up was approved 13/0/0.

<b>ASL-21</b>	CPL via Credit by Exam has been added per faculty request.
<b>BIOL-42 and BIOL-42L</b>	Updated prerequisite structure to match BIOL-23 and BIOL-23L.
<b>PHYS-30A and PHYS-30B</b>	As mentioned in the approved November 20, 2024 Curriculum Committee Summary Notes, PHYS-30A and PHYS-30B will be replaced by PHYS-35 and PHYS-36 pending C-ID approval. PHYS-35 and PHYS-36 have been approved by C-ID officially replacing PHYS-30A and PHYS-30B
<b>MATH Courses (approved by the Committee on November 20, 2024).</b>	<p>In partnership with the Coordinators of the Math department, the following changes were made in CurriQunet and Colleague to minimize issues with student registration:</p> <ul style="list-style-type: none"> <li>a. MATH-4: removed Eligibility for MATH 4 as determined by the Chaffey College placement process (because it isn't possible to place into MATH-4)</li> <li>b. MATH-31: removed Completion with a C or better in: MATH 25 or Placement Level: Eligibility for MATH 31 as determined by the Chaffey College placement process (because it isn't possible to place into MATH-31)</li> <li>c. MATH-61: removed MATH-25 prerequisite language</li> <li>d. MATH-65A: the MATH 61 prerequisite option was stated twice, so I removed redundant language-but the prerequisites remain unchanged</li> <li>e. MATH-65B: <b>added</b> or eligibility for MATH 65B as determined by the Chaffey College placement process.</li> <li>f. MATH-75: <b>added</b> or eligibility for MATH 75 as determined by the Chaffey College placement process.</li> <li>g. STAT-10: <b>Changed Placement Process language to:</b> Eligibility for STAT 10 as determined by the Chaffey College placement process (same sentiment, just updated language)</li> </ul>
<b>COMSTD-6</b>	Per Curriculum Committee approval on April 16, 2025, Cal-GETC revisions were made and resubmitted to the course description, objectives, content, and methods of evaluation.
<b>COMSTD-8</b>	Per Curriculum Committee approval on April 16, 2025, Cal-GETC revisions were made and resubmitted to the course description, content, assignments, and methods of evaluation.
<b>Gerontology AS</b>	Added GERO-400 to degree requirements (degree was approved January 2025).
<b>Nursing: ADN</b>	Typo in program outcome, “Enable 80% or more of ADN graduates to be employed in a field of nursing within 12 months of graduation” was changed from 80% to 85%.
<b>Discipline Assignment Updates</b>	<p>In consultation with the discipline faculty, the Curriculum Chair updated the discipline assignment for the following areas:</p> <ul style="list-style-type: none"> <li>• AMT 15A (Aviation)</li> <li>• ARTGD 74 (Multimedia OR Graphic Arts)</li> </ul>

	<ul style="list-style-type: none"> <li>• ASTRON 26, 27, 27L, 35 (Physics/Astronomy)</li> <li>• AUTOTECH 600 (Automotive Technology)</li> <li>• CHEM 75A, 75B (Chemistry)</li> <li>• CISGAME 1 (Computer Information Systems)</li> <li>• GEOG 12, 55, 18ABC (Geography)</li> <li>• KINACT 6 (Kinesiology)</li> <li>• MATH 560, 565A, 561, 545 (Mathematics)</li> <li>• PHSCI 10 (Physical Science-Interdisciplinary) – Master in Chemistry and upper division or graduate course work in Physics OR Master in Physics and upper division or graduate course work in Chemistry</li> <li>• PTA 11, 12, 13, 14, 21, 22, 23, 24, 31, 32, 33 (Physical Therapy Assisting)</li> <li>• STAT 610 (Mathematics)</li> </ul>
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**6. Consent Agenda:** None

**7. Non-Cycle Updates:**

**Course Modifications w/ DE:**

<b>BUSMGT-470</b>	Introduction to Facilities Management	Approval: 13/0/0	Distance Education Approval Fully Online and Hybrid: 13/0/0
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**Course Modifications:**

<b>MATH-4</b>	Mathematical Concepts for Elementary School Teachers	Approval: 13/0/0
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**Program Modifications:**

<b>Economics</b>	AA-T	Approval: 14/0/0
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**DENTAL PACKAGE**

**New Courses w/ DE:**

<b>DENTAL-690</b>	Orthodontic Assisting Permit	Approval: 14/0/0	Distance Education Approval Hybrid: 14/0/0
<b>DENTAL-691</b>	Orthodontic Assisting Specialty Clinical Experience	Approval: 14/0/0	Distance Education Approval Hybrid: 14/0/0
<b>DENTAL-692</b>	Ultrasonic Scaling	Approval: 14/0/0	Distance Education Approval Hybrid: 14/0/0

**New Courses:**

<b>DENTAL-693</b>	Oral Radiology	Approval: 14/0/0
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**New Programs:**

<b>Orthodontic Assisting Permit</b>	Noncredit Certificate of Completion	Approval: 14/0/0
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## **KINESIOLOGY PACKAGE**

**New Courses w/ DE:** A committee member requested that accessibility be added to KINLEC-601, noting that it was added to the other courses. The Chair shared that she will take that feedback to the faculty.

<b>KINLEC-601</b>	Personal Training Certification Prep	Approval: 14/0/0	Distance Education Approval Fully Online and Hybrid: 14/0/0
<b>KINLEC-602</b>	Applied Foundations of Fitness Instruction and Personal Training	Approval: 14/0/0	Distance Education Approval Fully Online and Hybrid: 14/0/0
<b>KINLEC-603</b>	Personal Training Career Experience-Internship	Approval: 14/0/0	Distance Education Approval Fully Online and Hybrid: 14/0/0

### **New Programs:**

<b>Personal Training Certificate</b>	Noncredit Certificate of Completion	Approval: 14/0/0
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## **SOCIOLOGY PACKAGE**

**New Courses w/ DE:** A committee member asked whether Child Development courses would be included in the Social Work pathway, noting that many students in her CDE course are interested in pursuing social work. The CCSG representative also asked if the courses would be offered both online and in person. The Sociology faculty appreciated the question regarding CDE courses and, while unsure in the moment, confirmed that the courses will definitely be offered online and that they will monitor demand to determine if in-person sections are needed.

<b>SWHS-13</b>	Introduction to Social Work	Approval: 14/0/0	Distance Education Approval Fully Online and Hybrid: 14/0/0
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### **Program Modifications:**

<b>Sociology</b>	AA-T	Approval: 14/0/0
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### **8. ACD, BTH, and CHINO Mid-Cycle Updates:** None

### **9. Discussion/Information/Action Items:**

**9.1. 25-26 By-Laws First Reading:** The By-Laws include an addition of a Classified Senate Representative as a non-voting member. The Committee approved the By-Laws 14/0/0.

**9.2. Curriculum Office Retreat:** The Chair shared a presentation on the Curriculum Office Retreat held in May, which was attended by the Chair, Curriculum Specialist, Catalog and Schedule Coordinator, Articulation Officer, and Counseling Representatives. Key outcomes included an updated communication plan, a CCN implementation plan, revised Tech Review responsibilities, an updated academic map workflow and timeline, a new action plan for holistic curriculum review, a Work Experience alignment plan, and system updates for workflows and course deactivations.

**10. Agenda Forecast:**

**10.1.** ACD Packages: ASL, Arabic, Chinese, Communication Studies, English, English as a Second Language, French, and Journalism. Note: Spanish was approved during the April 16, 2025 agenda.

**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.** Earth Science Pathway without Calculus on the next agenda.

**12. Adjournment:** The meeting was adjourned at 2:23 pm.

Name	ATTENDANCE	M: Approval of Summary Notes 1 <sup>st</sup> : Lisa Pitts 2 <sup>nd</sup> : Julie Law	M: Approval of Summer Clean-up 1: Lisa Pitts 2: Tracy Kocher	M: Approval of BUSMGT-470 1: Julie Law 2: Tracy Kocher	M: Approval of MATH-4 1: Lisa Pitts 2: Julie Law	M: Approval of Economic AAT 1: Lisa Pitts 2: Sharon Alton	M: Approval of DENTAL Package 1: Lisa Pitts 2: Julie Law	M: Approval of Kinesiology Package 1: Julie Law 2: Lisa Pitts	M: Approval of Sociology Package 1: Julie Law 2: Lisa Pitts	M: Approval of 1 <sup>st</sup> Reading By-Laws 1: Tracy Kocher 2: Lisa Pitts
Andrew Long	X	X	X	X	X	X	X	X	X	X
Candice Hines-Tinsley	X					X	X	X	X	X
Carol Hutte	X	X	X	X	X	X	X	X	X	X
Christina Holdiness										
Christie McPeck	X	X	X	X	X	X	X	X	X	X
Garrett Kenehan	X	X	X	X	X	X	X	X	X	X
Joan Godinez	X	X	X	X	X	X	X	X	X	X
Jennika Celo	X	X	X	X	X	X	X	X	X	X
Julie Law	X	X	X	X	X	X	X	X	X	X
Lisa Doget										
Lisa Pitts	X	X	X	X	X	X	X	X	X	X
Markazan Romero	X	X	X	X	X	X	X	X	X	X
Maryline Chemama	X	X	X	X	X	X	X	X	X	X
Paula Snyder	X	X	X	X	X	X	X	X	X	X
Ryan Sipma										
Sharon Alton	X		X	X	X	X	X	X	X	X
Tracy Kocher	X	X	X	X	X	X	X	X	X	X
TOTAL COUNTS	14	12	13	13	13	14	14	14	14	14

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	X
Shireen Awad	X