

**CHAFFEY COLLEGE  
CURRICULUM COMMITTEE MEETING  
SUMMARY NOTES  
October 16, 2024  
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 of Instructional Support  
Angela Burk-Herrick, Curriculum Chairperson  
Carol Hutte, Library Learning Resources  
Christie McPeck, Public Service, Culture, and Society  
Christina Holdiness, Instructional Support  
Elaine Martinez, Health and Wellness  
Jennika Celo, Academic and Career Counseling  
Joan Godinez, Academic and Career Counseling  
Julie Law, Articulation Officer  
Laura Picklesimer, SLO Facilitator  
Lisa Doget, Health and Wellness

Lisa Pitts, Science, Technology, Engineering, and Mathematics  
Markazan Romero, Business, Technology, and Hospitality  
Maryline Chemama, Science, Technology, Engineering, and Mathematics  
Matthew Caddell, Student Representative  
Michael Wangler, CIO Designee  
Nicole Farrand, PSR Facilitator  
Ryan Sipma, Catalog/Schedule Coordinator  
Sharon Alton, Arts, Communication, and Design  
Shireen Awad, Curriculum Specialist  
Stephen Calebotta, Arts, Communication, and Design

**Members Absent:**

Elaine Martinez, Health and Wellness  
Jonathan Polidano, CTE Liaison  
Nicole DeRose, Academic Senate President

Paula Snyder, Public Service, Culture, and Society  
Tracy Kocher, Business, Technology, and Hospitality

**Guests:**

None

1. **Call to Order/Roll Call:** The meeting was called to order at 1:34p.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 October 2, 2024 Expanded Summary Notes:** The summary notes were approved 14/0/1.
4. **Curriculum Office Reports**
  - 4.1. **Curriculum Chair:** No report.
  - 4.2. **Curriculum Specialist:** No report.
  - 4.3. **Articulation Officer (AO):** No report.
  - 4.4. **Catalog and Schedule Coordinator:** The 2025 Spring Schedule will be posted online on Monday, October 21, 2024. An email will be sent to the campus.
  - 4.5. **Chief Instructional Officer (CIO)/Designee of CIO:** No report.
  - 4.6. **Academic Senate President:** No report.
  - 4.7. **Chaffey College Student Government Liaison:** CCSG will have a 9+1 event in the quad on November 20, 2024. The District asked eight students to be on the Mackenzie Scott Fund Committee. Some CCSG members will participate and share their ideas on how the funds should be allocated.
5. **Consent Agenda:** None.

## 6. Pilot 1 - Common Course Numbering (CCN) Proposals:

### Course Modifications w/ DE:

<b>COMSTD-2</b>	<b>CCN: COMM C1000</b>	Introduction to Public Speaking	Approval: 15/0/0	Distance Education Approval Fully Online and Hybrid: 15/0/0
<b>ENGL-1A</b>	<b>CCN: ENGL C1000</b>	Academic Reading and Writing	Approval: 15/0/0	Distance Education Approval Fully Online and Hybrid: 15/0/0
<b>ENGL-1B</b>	<b>CCN: ENGL C1001</b>	Critical Thinking and Writing	Approval: 15/0/0	Distance Education Approval Fully Online and Hybrid: 15/0/0
<b>PS-1</b>	<b>CCN: POLS C1000</b>	American Government and Politics	Approval: 15/0/0	Distance Education Approval Fully Online and Hybrid: 15/0/0
<b>PSYCH-1</b>	<b>CCN: PSYC C1000</b>	Introduction to Psychology	Approval: 15/0/0	Distance Education Approval Fully Online and Hybrid: 15/0/0
<b>STAT-10</b>	<b>CCN: STAT C1000</b>	Introduction to Statistics	Approval: 15/0/0	Distance Education Approval Fully Online and Hybrid: 15/0/0

## 7. Non-Cycle Curriculum Proposals:

*The AO commended Communication Studies faculty member and Coordinator, Steve Shelton, for his wonderful work on modifying these courses over the summer for CalGETC submissions. The Specialist thanked the Articulation Officer for being an amazing liaison for the articulation process. She is an advocate for faculty and works heavily with articulation approvers to get Chaffey courses articulated.*

<b>COMSTD-4</b>	Fundamentals of Interpersonal Communication	Approval: 15/0/0	Distance Education Approval Fully Online and Hybrid: 15/0/0
<b>COMSTD-6</b>	Fundamentals of Small Group Communication	Approval: 15/0/0	Distance Education Approval Fully Online and Hybrid: 15/0/0
<b>COMSTD-8</b>	Fundamentals of Speech Communication	Approval: 15/0/0	Distance Education Approval Fully Online and Hybrid: 15/0/0

## 8. Mid-Cycle Update Curriculum Proposals:

### **CHILD DEVELOPMENT AND EDUCATION PACKAGE**

*The Chair shared the [Child Development and Education Program Presentation](#) that highlighted the department's accomplishments and program data.*

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

<b>CDE-1</b>	Principles & Practices in Early Childhood Education
<b>CDE-2</b>	Child Growth and Development
<b>CDE-23</b>	Introduction to Children with Special Needs
<b>CDE-27</b>	Introduction to Curriculum Theory
<b>CDE-28</b>	Advanced Curriculum Theory
<b>CDE-28W</b>	Practicum II: Supervised Occupational Work Experience
<b>CDE-3</b>	Observation and Assessment
<b>CDE-4</b>	Child, Family, and Community
<b>CDE-415</b>	Dynamics of Play
<b>CDE-416</b>	Brain Research and the Implications for Classroom Teaching
<b>CDE-430A</b>	Infant and Toddler: Group Caregiving I
<b>CDE-5</b>	Health, Safety and Nutrition
<b>CDE-50</b>	Administration of Child Development Programs
<b>CDE-6</b>	Teaching in a Diverse Society
<b>CDE-7</b>	Curriculum Development: The Creative Arts
<b>CDE-8</b>	Curriculum Development: Math and Sciences

**Course Modifications w/ DE:**

<b>ED-10</b>	Introduction to Elementary Classroom Teaching	Approval: 15/0/0	Distance Education Approval Hybrid Only: 15/0/0
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**Program Modifications:**

*The last modification for the Elementary Teacher Education AA-T was approved by the Committee on December 6, 2023 and was recently approved by the CCCCO on July 31, 2024; therefore, it will not appear below.*

<b>Child Development</b>	AS	Approval: 15/0/0
<b>Early Childhood Education</b>	AS-T	Approval: 15/0/0

**FIRE TECHNOLOGY AND EMT PACKAGE**

*The Chair shared the [Fire Technology and EMT Program Presentation](#) that highlighted the department's accomplishments and program data. The Chair shared that EMT-11 is a required course in the Professional Firefighter AS and CA. EMT-11 has a prerequisite of EMT-405 which is not listed on the programs' requirements. Since EMT-405 is a prerequisite, the Chair reached out to the department to add EMT-405 to the list of course requirements. Pending response from the department, the Curriculum Office will report the addition of EMT-405 via consent agenda.*

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

<b>EMT-11</b>	Emergency Medical Technician
<b>EMT-405</b>	Emergency Medical Technician Preparation
<b>FIRETEC-1</b>	Principles of Emergency Services

<b>FIRETEC-10</b>	Wildland Fire Control
<b>FIRETEC-11</b>	Legal Aspects of Emergency Services
<b>FIRETEC-12</b>	Occupational Safety and Health for Emergency Services
<b>FIRETEC-2</b>	Fire Behavior and Combustion
<b>FIRETEC-3</b>	Fire Protection Systems
<b>FIRETEC-4</b>	Building Construction for Fire Protection
<b>FIRETEC-420</b>	Fire Inspector 1A: Duties and Administration
<b>FIRETEC-421</b>	Fire Inspector 1B: Fire and Life Safety
<b>FIRETEC-422</b>	Fire Inspector 1C: Field Inspection
<b>FIRETEC-423</b>	Fire Inspector 1D: Field Inspection-California Specific
<b>FIRETEC-5</b>	Fire Prevention
<b>FIRETEC-6</b>	Fire Apparatus and Equipment
<b>FIRETEC-7</b>	Strategies and Tactics
<b>FIRETEC-9</b>	Principles of Fire and Emergency Services Safety & Survival

**New Courses w/ DE:**

<b>FIRETEC-97ABCD</b>	Fire Technology Career Experience Internship	Approval: 15/0/0	Distance Education Approval Hybrid Only: 15/0/0
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**Program Modifications:**

<b>Emergency Medical Provider</b>	Certificate of Achievement	Approval: 15/0/0
<b>Fire Prevention Inspector</b>	Certificate of Achievement	Approval: 15/0/0
<b>Fire Technology: Professional Firefighter</b>	AS	Approval: 15/0/0
<b>Fire Technology: Professional Firefighter</b>	Certificate of Achievement	Approval: 15/0/0

**9. Discussion/Information/Action Items:** None.

**10. Next Agenda Forecast (Anticipated Packages): November 6, 2024**

**10.1.** STEM Packages: Biology, Chemistry, Engineering, and Earth Science, Physical Science, and Geology.

**10.2.** All items should be reviewed **before October 30, 2024.**

**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.** The Chair shared that she will be available after the curriculum meeting to discuss any Academic Senate related questions. She also encouraged the Committee members to attend the Faculty Success Center Open House events.

**11.2.** A member asked about the timing of STEM curriculum approvals considering that a few areas have supplemental requirements. The Specialist shared that the goal is to have all STEM curriculum reviewed in November.

**11.3.** A member asked if the major processes like PSR, CEAC applications, and curriculum updates can all be aligned. The PSR Facilitator and the Chair agreed that this a shared goal and that they are working on alignment for future cycles.

**11.4.** Dean Long suggested that the Committee discuss a policy about listing “hidden prerequisites” on degrees and certificates at a future meeting.

**12. Adjournment:** The meeting was adjourned at 2:11p.m.

Name	ATTENDANCE	M: Approval of Summary Notes 1 <sup>st</sup> : Lisa Doget 2 <sup>nd</sup> : Christie McPeck	M: Approval of Pilot 1 CCN Courses 1 <sup>st</sup> : Christina Holdiness 2 <sup>nd</sup> : Lisa Doget	M: Approval of Child Development and Education Package 1 <sup>st</sup> : Christina Holdiness 2 <sup>nd</sup> : Lisa Doget	M: Approval of Fire Technology and EMT Package 1 <sup>st</sup> : Carol Hutte 2 <sup>nd</sup> : Lisa Doget
Andrew Long	X	X	X	X	X
Carol Hutte	X	X	X	X	X
Christie McPeck	X	X	X	X	X
Christina Holdiness	X	X	X	X	X
Elaine Martinez					
Jennika Celo	X	A	X	X	X
Joan Godinez	X	X	X	X	X
Julie Law	X	X	X	X	X
Lisa Doget	X	X	X	X	X
Lisa Pitts	X	X	X	X	X
Markazan Romero	X	X	X	X	X
Maryline Chemama	X	X	X	X	X
Michael Wangler	X	X	X	X	X
Paula Snyder					
Ryan Sipma	X	X	X	X	X
Sharon Alton	X	X	X	X	X
Stephen Calebotta	X	X	X	X	X
Tracy Kocher					
<b>TOTAL COUNTS</b>	15	15	15	15	15

Quorum= 18/2=9+1=10

Non-Voting	
Angela Burk-Herrick	X
Jonathan Polidano	
Laura Picklesimer	X
Matthew Caddell	X
Nicole DeRose	
Nicole Farrand	X
Shireen Awad	X