

CHAFFEY COLLEGE
CURRICULUM COMMITTEE MEETING
SUMMARY NOTES
October 2, 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
Joan Godinez, Academic and Career Counseling
Jonathan Polidano, CTE Liaison
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
Matthew Caddell, Student Representative
Michael Wangler, CIO Designee
Nicole Farrand, PSR Facilitator
Paula Snyder, Public Service, Culture, and Society
Ryan Sipma, Catalog/Schedule Coordinator
Sharon Alton, Arts, Communication, and Design
Shireen Awad, Curriculum Specialist
Stephen Calebotta, Arts, Communication, and Design
Tracy Kocher, Business, Technology, and Hospitality

Members Absent:

Jennika Celo, Academic and Career Counseling
Maryline Chemama, Science, Technology, Engineering, and Mathematics
Nicole DeRose, Academic Senate President

Guests:

Elizabeth Lopez, Curriculum Specialist, Crafton Hills College
Joseph Cascio, Chaffey IT

1. **Call to Order/Roll Call:** The meeting was called to order at 1:33p.m.
2. **Public Comment** (Reserved for guests to address any item on the agenda for a limit of two minutes): The Specialist introduced the Curriculum Specialist from Crafton Hills College, Elizabeth Lopez. Elizabeth shared that she is newer to her role and expressed her gratitude for being able to attend as a guest to learn more about Curriculum Committees.
3. **Review and Approval of September 4, 2024 Expanded Summary Notes:** The summary notes were approved 13/0/1.
4. **Curriculum Office Reports**
 - 4.1. **Curriculum Chair:** The Chair shared that at last week's Academic Senate meeting, Curriculum Committee Member, Christie McPeck, was commended for her wonderful sabbatical report and project. Christie created a social and emotional resource guide for instructors in Child Development Education on how to teach children to manage their behavior and build relationships. Lisa Doget shared that she read the report and loved it. She thinks it is a valuable resource for instructors.

The Chair also reported on an update for Baccalaureate Degree Programs (BDPs). There is continued interest for BDPs from faculty. The Chair shared faculty's interest with the CIO, Michael McClellan. She also shared with the CIO the need for institutional infrastructure to holistically support the establishment, maintenance, and success of BDPs. The CIO completely supports this interest and shared with the Curriculum Team that he will begin those institutional discussions.
 - 4.2. **Curriculum Specialist:** The Specialist would like to thank the faculty from the English, Communication Studies, Political Science, Psychology, and Mathematics departments for being extremely responsive, agile, and understanding of the Common Course Numbering changes mandated by the state in a very short timeline.

4.3. Articulation Officer (AO): The AO met with the Fashion department at Cal Poly Pomona for course-to-course articulations. She continues to reach out to local CSUs and UCs to establish more course-to-course articulations. She also shared that the CIS department has worked closely with CSU San Marcos for course-to-course articulations and for a direct transfer pathway into their school.

4.4. Catalog and Schedule Coordinator: The Catalog and Schedule Coordinator shared the [Improvements to the Schedule of the Classes beginning with the Spring 2025 Edition](#). The improvements were inspired by AB 607. Starting January 2025, colleges will be required to indicate course material fee information class by class for at least 40% of staff courses. He worked with Joseph Cascio and Ryan Concepcion from IT to have a “Course Materials” link next to each section of a class in the schedule. The link directs the students to the campus bookstore where they can view course materials for the particular course they clicked on. The link is customized for each section of a course. There were also picture icons added to the schedule to inform students of the class modality (in-person, hybrid, and fully-online). Each section number is also linked directly to self-service so students can register from the schedule. The Committee applauded the Catalog and Schedule Coordinator, Joseph Cascio, and Ryan Concepcion for this amazing innovation that enhances the student’s experience with the schedule. The publication of the Spring 2025 schedule will be on October 21, 2024.

4.5. Chief Instructional Officer (CIO)/Designee of CIO: The CIO Designee, Dean Wangler, thanked the Curriculum Specialist for all of her work on Common Course Numbering and for working with the faculty. He also shared that both he and the Specialist would debrief after each CCN webinar and thanked her for being a thought-partner. He also thanked the AO and the Chair for their work on CCN with the templates and with faculty as well.

Sharon Alton also thanked the Curriculum Team and provided helpful feedback on the CCN process. While she knows that the community colleges were given the templates in September, she encouraged the Curriculum Team to prepare the next set of faculty earlier, even if the templates are not ready. She believes this will help minimize frustration with the legislation. The Curriculum Team agreed and shared that for Pilot II courses, they will have a more refined implementation plan. Colleges were provided less than a couple of months to implement pilot one courses. The sentiment of frustration is mutual across the state. The Chair shared that she sent the invitation to participate in Pilot II template building to coordinators so that coordinators can forward the invitation to the faculty in their areas. She encourages members of the committee and any interested faculty to participate in creating those templates for the state.

4.6. Academic Senate President: No report.

4.7. Chaffey College Student Government Liaison: Matthew updated the committee on a video campaign launched by the CCSG Outreach and Engagement Committee. Members would like to post monthly to their Instagram and YouTube pages. Each member will randomly pick a department or community to highlight in a video which will be called “Campus Spotlight”. They plan on interviewing faculty members and students to bring more awareness to services, resources, departments, and communities. In November, members of CCSG will attend the SCCC Advocacy Academy. In April, they will be preparing resolutions for the SCCC General Assembly. He asked the committee to send students to him who might have input on the resolutions or ideas on what needs to be changed.

5. Consent Agenda: The consent agenda was approved 15/0/1.

5.1. The ANTHRO-1 course modification approved on September 4, 2024 by the Curriculum Committee:

1. Faculty revised their reading assignment to say, “Students will read texts, including contributions of indigenous and non-Western scholars in support of relevant lecture topics (e.g., natural selection, primates, fossil hominids) and participate in class discussions.”

6. Mid-Cycle Update Curriculum Proposals:

6.1. [Physical Therapist Assistant Program Presentation](#) (The PTA curriculum was approved at the September 4, 2024 curriculum meeting). The Chair presented the highlights of the PTA program.

ECONOMICS PACKAGE

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

There are no full-time faculty at the moment. The Curriculum Chair and the Articulation Officer in partnership with the Dean have determined that the following courses require no updates or changes for this mid-cycle review:

ECON-1	Introduction to Economics
ECON-2	Principles of Macroeconomics
ECON-4	Principles of Microeconomics
ECON-7	Economic History of the United States
ECON-8	History of Economic Ideas

Program Modifications:

Economics	AA-T	Approval: 16/0/0
Political Economics	AA	Approval: 16/0/0

HISTORY PACKAGE

The Chair shared the [History 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:

HIST-1	World History: Pre-Civilization to 1500
HIST-10	History of Asian Civilizations II
HIST-12	Asian American History
HIST-16	Westward Movement and the Indian Wars of 1840-90
HIST-17	United States History through 1877
HIST-18	United States History from 1865
HIST-19	History of Ethnic Relations in the United States
HIST-2	World History: 1500 to Present
HIST-20	History of the United States from 1945-Present
HIST-21	The Sixties in American History
HIST-25	Women in United States History
HIST-37	California History
HIST-4	History of Slavery
HIST-40	Retrospective of World War II
HIST-5	Early Western Civilizations
HIST-50	African-American History I
HIST-51	African-American History II
HIST-6	Modern Western Civilizations
HIST-7	History of the Middle East
HIST-70	Chicanos: The Common History of Mexico and the US
HIST-71	Chicanos: The Chicano Minority in the United States
HIST-9	History of Asian Civilizations I

HUMAN-20	The Holocaust: History and Philosophy
HUMAN-5	Arts and Ideas of Europe: Antiquity to Renaissance
HUMAN-6	Arts and Ideas of Europe: Renaissance to Present

Program Modifications:

History	AA-T	Approval: 16/0/0
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PHILOSOPHY PACKAGE

The Chair shared the [Philosophy 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:

PHIL-70	Introduction to Philosophy
PHIL-71	Philosophy of Feminism
PHIL-72	Seminar in Ethics
PHIL-73	Seminar in Contemporary American Philosophy
PHIL-75	Symbolic Logic
PHIL-77	History of Ancient Philosophy
PHIL-78	History of Philosophy: Modern
PHIL-79	Philosophy of Consciousness
PHIL-80	Introduction to Religion
PHIL-81	Introduction to Eastern Philosophy
PHIL-82	Introduction to Monotheistic Religions: Judaism/Christianity/Islam

Course Modifications w/ DE:

PHIL-76	Critical Thinking	Approval: 16/0/0	Distance Education Approval Fully Online/Hybrid: 16/0/0
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Program Modifications:

Philosophy	AA-T	Approval: 16/0/0
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POLITICAL SCIENCE PACKAGE

The Chair shared the [Political Science 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:

PS-1	American Politics
PS-10	Comparative Politics
PS-2	Introduction to Political Science
PS-21	Urban Politics
PS-25	Latino Politics
PS-3	California Politics and Culture
PS-32	Law and Society

PS-4	Political Theory
PS-7	International Relations

Program Modifications:

Political Science	AA-T	Approval: 16/0/0
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PSYCHOLOGY PACKAGE

The Chair shared the [Psychology 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:

PSYCH-1	Introduction to Psychology
PSYCH-20	Developmental Psychology: Childhood and Adolescence
PSYCH-25	Developmental Psychology: Lifespan Development
PSYCH-41	Biological Psychology
PSYCH-5	Personal and Social Awareness
PSYCH-55	Abnormal Psychology
PSYCH-65	Social Psychology
PSYCH-80	Research Methods in Psychology
SCSCI-10	Statistics for Social Science
SCSCI-17	Human Sexuality

Program Modifications:

Psychology	AA-T	Approval: 16/0/0
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SOCIOLOGY PACKAGE

The Chair shared the [Sociology 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:

SOC-10	Introduction to Sociology
SOC-14	Sociology of Gender
SOC-15	Ethnic and Race Relations: U.S. and Global Perspectives
SOC-16	Marriage, Family and Relationships
SOC-17	Sociology of Crime
SOC-18	Sociology of Aging
SOC-25	Study of Mexican American and Latin American People in the United States
SOC-26	Introduction to Latin American Societies
SOC-30	Introduction to LGBTQIA+ Studies
SOC-32	Introduction to Women Studies
SOC-33	Introduction to Social Justice Studies
SOC-70	Social Problems

SOC-80	Introduction to Research Methods in Sociology
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Program Modifications:

Social Justice Studies, General	AA-T	Approval: 16/0/0
Sociology	AA-T	Approval: 16/0/0

7. Other Curriculum Proposals:

Course Deactivations:

SCSCI-13	Introduction to Social Work	Approval: 16/0/0
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8. Discussion/Information/Action Items:

8.1. Common Course Numbering (CCN) Implementation Plan: The Specialist shared the linked presentation with the Curriculum Committee that discusses the implementation plan for the pilot 1 CCN courses. IT Systems Specialist, Joseph Cascio, shared his innovation to accommodate this implementation plan on the student-facing piece in Colleague and Self-Service. The Committee applauded Joseph and the Curriculum Team for their work on CCN.

8.2. PLO/CLO Follow-Up: There is no update at the moment.

8.3. Academic Map Process: Due to recent committee comments on academic maps, the Chair shared that it would be beneficial to re-review the academic map process. When the maps were originally developed, faculty met with Counselors and the Guided Pathways Team to discuss the structure, course sequencing, and recommended course electives for students. Academic map updates have continued annually parallel to the Curriculum Office’s ACC Standard Update Cycles. The updating process in that cycle includes academic map review done by two counselors and the Guided Pathways Facilitator via the Curriculum Tech Review process. The Chair then meets with the faculty regarding those reviews and updates a master file to send to Interim Director of Student Systems Integration & Innovation, Melissa Sakoonphong. Currently the program map software that is used to display academic maps in the catalog allows a course to be designated as a major course, general education course, and/or elective course via a color key and abbreviated notations on each course. These maps are recommended pathways that students can “drop” into their student planning page via curriculum tracks. On their student planner, students can customize their educational plan from the academic map template. For choices on the academic map, students can click on a course to see what options are available to choose from. The map shown in the catalog is the recommended pathway/course choices chosen by faculty, but students can choose a different course that appropriately fulfills the requirement needed.

The Chair shared that there is room for improvement around the communication of course choices for students. Overall, the intended use of academic maps is to give students a recommended pathway on how to complete a degree or certificate in two years or less. These maps can be customized in student planning. Some committee members shared their feedback on the process for students. They feel the option of choices is not very clear to students via the academic maps. The Chair agreed that there needs to be improvement in the communication piece while not overwhelming students with too many choices without any guidance. Matthew shared that having too many choices is overwhelming. He has showed students the academic maps, and they felt they were extremely helpful. Another member suggested that faculty advising could also help with more individualized guidance for students. The committee expressed the need to not have an overwhelming list of choices, while also clearly communicating which courses are options for students in their pathway.

9. Next Agenda Forecast (Anticipated Packages): October 16, 2024

- 9.1. 6 CCN Courses: ENGL-1A, ENGL-1B, COMSTD-2, PS-1, PSYCH-1, and STAT-10
- 9.2. COMSTD Courses for CalGETC
- 9.3. PCS: Child Development/Education, Fire Technology, and Emergency Medical Technician
- 9.4. All items should be reviewed **before October 14, 2024.**

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. None

11. Adjournment: The meeting was adjourned at 3:06 p.m.

Name	ATTENDANCE	M: Approval of Summary Notes 1 st : Christina Holdiness 2 nd : Tracy Kocker	M: Approval of Consent Agenda 1 st : Tracy Kocker 2 nd : Lisa Doget	M: Approval of Economics Package 1 st : Christina Holdiness 2 nd : Lisa Doget	M: Approval of History Package 1 st : Christina Holdiness 2 nd : Tracy Kocker	M: Approval of Philosophy Package 1 st : Christina Holdiness 2 nd : Lisa Doget	M: Approval of Political Science Package 1 st : Christina Holdiness 2 nd : Tracy Kocker	M: Approval of Psychology Package 1 st : Christina Holdiness 2 nd : Tracy Kocker	M: Approval of Sociology Package 1 st : Christina Holdiness 2 nd : Tracy Kocker	M: Approval of SCSCI-13 Deactivation 1 st : Tracy Kocker 2 nd : Lisa Doget
Andrew Long	X	X	X	X	X	X	X	X	X	X
Carol Hutte	X	X	X	X	X	X	X	X	X	X
Christie McPeck	X	A	X	X	X	X	X	X	X	X
Christina Holdiness	X	X	X	X	X	X	X	X	X	X
Elaine Martinez	X		A	X	X	X	X	X	X	X
Jennika Celo										
Joan Godinez	X	X	X	X	X	X	X	X	X	X
Julie Law	X	X	X	X	X	X	X	X	X	X
Lisa Doget	X	X	X	X	X	X	X	X	X	X
Lisa Pitts	X		X	X	X	X	X	X	X	X
Markazan Romero	X	X	X	X	X	X	X	X	X	X
Maryline Chemama										
Michael Wangler	X	X	X	X	X	X	X	X	X	X
Paula Snyder	X	X	X	X	X	X	X	X	X	X
Ryan Sipma	X	X	X	X	X	X	X	X	X	X
Sharon Alton	X	X	X	X	X	X	X	X	X	X
Stephen Calebotta	X	X	X	X	X	X	X	X	X	X
Tracy Kocher	X	X	X	X	X	X	X	X	X	X
TOTAL COUNTS	16	14	16	16	16	16	16	16	16	16

Quorum= 18/2=9+1=10

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