

Council for Curriculum and Instruction (CCI) Minutes

March 1, 2022

15:08 – 16:08

<https://ccd-edu.zoom.us/j/93712730290>

Meeting ID: 937-1273-0290

Dial in: (669) 900-6833

CCI Discussion Statement:

Is the proposed course:

- *Appropriate to our mission?*
- *Meeting a demonstrable need?*
- *Compliant with current practices of CCI and the college?*
- *A “fit” with other classes in the department? At GWC?*
- *Feasible within available resources?*
- *Taught with the appropriate rigor?*
- *Compliant with existing laws and regulations?*

Members: ~~James Almy~~, Jennifer Bailly, Jodie Butler, Jerry Castillo, Kristine Clancy, Nicole Diamond, Rebecca Hernandez, ~~Jon Holland~~, Leilani Johnson, ~~Monica Jovanovich~~, ~~John Kasabian~~, Gary Kirby, Cathy Le, Hector Madrigal, ~~Sunshine McClain~~, Cristian Racataian, Meridith Randall, ~~Sergio Sandoval Sanchez~~, Amy Thach, ~~Cristina Tiernes Cruz~~, Michael Valinluck, Ayesha Zia

Curriculum Support: Charissa McCord, Joe Roxas

Non-Voting Attendee: Christy Banales

Guests: Bern Baumgartner, Robyn Brammer, Dorsie Brooks, Rick Hicks, Melissa Jauregui, Yvonne Portillo, Martie Ramm, Alice Rivera, Tammie Tran, Christopher Whiteside.

Approval of Agenda and Minutes:

Approval of the March 1, 2022, Agenda. **Approved.**

Approval of the February 15, 2022, Minutes. **Approved.**

Announcements:

2022 Curriculum Institute. [Patty Fonseca](#) emailed CCI members conference information.

Career and Non-credit Institute [concerning Curriculum](#) happening in May if anyone is interested.

Approval of the Consent Items

Discussion Items:

1. Articulation Report (Jerry Castillo) [Courses in red](#) are ones that have been updated the most. UCTCAs will be submitted in summer, eff date for most is Fall 22, some Fall 23. Jerry asks CCI members to go over the UCTCA Summer Submission list (28 courses) and check for their respective courses. Jerry

caught an error on the list; he will change the Math courses to RETAIN (they are not new submissions.) He asks all to check the list for other potential errors.

2. Transfer Academy; new learning community program proposal (Yvonne Portillo) GWC is in process of hiring a new Transfer Counselor Coordinator to grow the Transfer program. It models similar successful program in OCC and Cerritos. COUN G105 or G150-156, and G205 will fulfill program requirements (Gary caught the error with G157, Yvonne will make correction). Fulfills completion goal outcomes for AA and Transfer. Aligns to Guided Pathways. Jerry expressed agreement to this program. Jennifer asked if members would want to vote now since curriculum to come follow; Meridith said there is no fiscal impact. Amy moved to approve, Leilani seconded; **motion approved.**
3. CurricUNET formatting (Jennifer Bailey) Jennifer demonstrated how to do proper formatting of the CORs involving the use of numbered lists and indentations.

Curriculum Items:

Effective

DANC G106 – Strength and Stretch 2 – Intermediate 1 unit Fall 2023
 Revisions: catalog description, transfer status, SLOs, course objectives, lecture content, lab content, course assignments, methods of evaluation, and textbooks. **1st reading 02/15/22. Faculty to add UC credit limitation language and will consent on the next agenda once corrections are verified in Tech Review.**

DANC G150 – Tap Dance 2 – Intermediate 2 units Fall 2023
 Revisions: catalog description, prerequisites, transfer status, SLOs, course objectives, lecture content, lab content, methods of instruction, course assignments, methods of evaluation, and textbooks. **1st reading 02/15/22. Amy moved to approve, Cathy seconded; motion approved. Course revisions approved.**

COSM G022 – Cosmetology, Level II 9 units Fall 2022
 Revisions: units, lecture hours, lab hours, total contact hours, study non-contact hours, catalog description, lecture content, lab content, course assignments, and textbooks.

COSM G024 – Cosmetology, Level IV 9units Fall 2022
 Revisions: units, lecture hours, lab hours, total contact hours, study non-contact hours, catalog description, lecture content, lab content, course assignments, and textbooks.

Committee asks all COSM courses are reviewed together, and department needs to complete corrections provided in Tech Review. No faculty representation.

Business & Management, Certificate of Achievement 18 – 19 units Fall 2023
 Revisions: catalog description, PLOs, add BUS G100, BUS G101, MGMT G162, and CS G130, remove ACCT G101, ACCT G235, BUS G130, MKTG G100, ACCT G102, ACCT G215, BUS G121, BUS G210, and MKTG G140, and units decrease. **To 2nd reading.**

Business Fundamentals, Certificate of Achievement 9 units Fall 2023
 New program. **To 2nd reading.**

Corrections and recommendations for both programs: remove period after “tbd” for consistency throughout both certificates, need career opportunities, need LMI data, advisory minutes, and regional consortium recommendation, include ENGL G100 as prerequisite to BUS G139 to be transparent to

students, and include CIPC. BUS G130 is now stand alone and the department will discuss whether to retire as it also has low enrollment and BUS G139 does include business writing skills.

ACCT G115 – Issues in Taxation 3 units Fall 2023
Revisions: formerly Issues in Taxation I – EA and CPA Exam Preparation, catalog description, advisories, SAM, required for degrees and certificates, SLOs, course objectives, lecture content, course assignments, methods of evaluation, methods of instruction, textbooks, and library. **Includes new DE addendum.** Demonstration of critical thinking – change “understand” to a form of analysis, use Bloom’s for course objectives, and add former title. To 2nd reading.

ACCT G215 – Sarbanes – Oxley Act and Internal Controls 3 units Fall 2023
Revisions: formerly Sarbanes – Oxley Act and Internal Control Compliance, credit status, SAM, SLOs, course objectives, lecture content, course assignments, methods of evaluation, and textbooks. **Includes updated DE addendum.** Faculty to add former title, remove extra “and” in catalog description, update degrees and certificates, remove PLOs, replace “recognize” with “identify in SLO, and correct spelling “control” under lecture content. To 2nd reading.

Consent Items:

MUS G142 – Beginning Piano II 1 unit Fall 2023
Revisions: catalog description, SAM code, SLOs, course objectives, lecture content, course assignments, methods of evaluation, and textbooks. 1st reading 02/01/22. 2nd reading 02/15/22.

Psychology Associate in Arts Degree for Transfer 19 – 20 units Fall 2023
Revisions: catalog description, PLOs, career opportunities, and add required courses ECON G160 and SOC G125, add List B PSYC G116, add List C ETHS G167, PSYC G167, and SOC G100, and units decrease. 1st reading 02/01/22. 2nd reading 02/15/22.

Information Items:

Next CCI meeting on March 15, 2022

*/mccord
/roxas*