



Council for Curriculum & Instruction Minutes

March 4, 2025

3:04 p.m. – 4:59 p.m.

Meeting location Language Arts 109

Zoom option for non-participatory guests: Meeting ID 830-5151-3235

<https://ccd-edu.zoom.us/j/83051513235>

Phone: (669) 900-6833

Meeting documents are available on [CCI SharePoint](#) (CCCD login required) and [CCI website](#)

Mission: The Golden West College (GWC) Council for Curriculum and Instruction (CCI) provides guidance and oversight to ensure all GWC curriculum is academically sound, comprehensive, and responsive to the evolving needs of our students, and is compliant with Title 5, California Education Code, and the policies of the Coast Community College District. CCI is a standing committee of the GWC Academic Senate.

The purview and purpose of CCI is established as:

- Curriculum, including established prerequisites and placing courses within disciplines
- Degree and certificate requirements
- Education program development

Consideration for curriculum review. Is the proposed course and / or program:

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

CCI Representatives (strikethrough = absent; italicize = virtual)

Representative Name	Area / Position Title
Art	Vacant
Articulation Officer (non voting)	Nicole Diamond
Automotive Technology, Digital Arts, Drafting	John Kasabian
Biological Sciences	Michael Valinluck
Business, Accounting, Management	Rachel Zacharia
CCI Chair	Jennifer Bailly
Communication Studies	Tiffany Ruggeri-Dilello
Computer Science	Cristian Racataian
Cosmetology	Jon Holland
Counseling & EOPS	Kristy Ho
Criminal Justice	Michael McCarthy
Curriculum Specialist (non voting)	Charissa McCord
English	Mujib Tahir
English Language Learning & English as a Second Language	Vacant

History & Education	Jeanette Adame
Kinesiology, Health Education, and Athletics	Leilani Johnson
Liberal Arts & Culture (ANTH, GEOG, GLST, PHIL)	Michelle Palma
Library	Cathy Le
Mathematics & Engineering	Gary Kirby
Nursing & Health Professions	Berlynn Ching
Part-time Faculty	Ashley Berry
Performing Arts	Dawn Brooks
Physical Sciences	Matthew Carlson
Psychology	Jodie Butler
Social Sciences (ECON, PSCI, SOC)	Ruth Cálcanas
Student Services Representative (non voting)	Christy Banales
Vice President of Instruction (non voting)	Jennifer Kalfsbeek-Goetz
World Language (SIGN, INTR, SPAN, VIET)	Veronica Pizano
Associated Students Representative (non voting)	Vacant

Guests: Dorsie Brooks, *Natalie Dalton*, *Melissa Jauregui*, *Robin Malvin*, *Alice Martenegara*, *Alex Miranda*, Amy Thach, *Gisela Verduzco*

PRELIMINARY MATTERS

1. Call to order
2. Welcome guests
3. Approval of the agenda and minutes **Approved**
 - a. March 4, 2025 Agenda
 - b. February 18, 2025 Minutes
4. Public comment (maximum of three minutes per speaker)
5. Information and Announcements **Surplus Curriculum section added to the agenda. If time permits, CCI are asked to consider reviewing. This is a trial run and will evaluate the use of the section as CCI reviews current committee policies. Phase III course list released from the State. At this time phase II templates have not been released. Unofficially, there are discussions within articulation officers that phase II may be split Fall 2026 and 2027 effective terms. CCI representatives are asked to share the list with their departments that are included in phase III. The recommendation is to have all faculty wait until the template for their course(s) have been released.**

REPORTS & UPDATES (maximum of five minutes per report)

1. Articulation report (Nicole Diamond) **Chancellor's Office released Math, Physics, and Elementary Teacher Education updated TMCs, which also includes some phase II CCN courses.**

CONSENT ITEMS **Approved**

MGMT G163/ACCT G163 – Accounting Concepts for Small Business (1.5 units) Fall 2025

Revisions: SLO and textbook.

MATH G050N – Sets of Numbers (6 – 10 hours)
New noncredit course. New DE addendum.

Fall 2025

MATH G051N – Fractions and Percentages (6 – 10 hours) New noncredit course. New DE addendum.	Fall 2025
MATH G052N – Decimal Numbers (6 – 10 hours) New noncredit course. New DE addendum.	Fall 2025
MATH G053N – Algebraic Expressions (6 – 10 hours) New noncredit course. New DE addendum.	Fall 2025
MATH G054N – Linear Expressions and Inequalities (6 – 10 hours) New noncredit course. New DE addendum.	Fall 2025
MATH G055N – Graphs and Lines (6 – 10 hours) New noncredit course. New DE addendum.	Fall 2025
MATH G056N – Linear Systems (6 – 10 hours) New noncredit course. New DE addendum.	Fall 2025
MATH G057N – Exponents and Polynomial Operations (6 – 10 hours) New noncredit course. New DE addendum.	Fall 2025
MATH G058N – Rational Exponents (6 – 10 hours) New noncredit course. New DE addendum.	Fall 2025
MATH G059N – Factoring Polynomials (6 – 10 hours) New noncredit course. New DE addendum.	Fall 2025
MATH G060N – Quadratic Equations (6 – 10 hours) New noncredit course. New DE addendum.	Fall 2025
MATH G061N – Radical Expressions Equations (6 – 10 hours) New noncredit course. New DE addendum.	Fall 2025
MATH G062N – Rational Expressions and Equations (6 – 10 hours) New noncredit course. New DE addendum.	Fall 2025
MATH G063N – Absolute Value Equations and Inequalities (6 – 10 hours) New noncredit course. New DE addendum.	Fall 2025
MATH G064N – Relations and Functions (6 – 10 hours) New noncredit course. New DE addendum.	Fall 2025
MATH G065N – Graphs of Functions (6-10 hours) New noncredit course. New DE addendum.	Fall 2025
MATH G066N - Exponential Functions (6 – 10 hours) New noncredit course. New DE addendum.	Fall 2025

MATH G067N – Logarithmic Functions (6 – 10 hours) New noncredit course. New DE addendum.	Fall 2025
STAT G010N – Measures of Central Tendency, Dispersion, and Position (6 – 10 hours) New noncredit course. New DE addendum.	Fall 2025
STAT G011N – Probability for Statistics (6 – 10 hours) New noncredit course. New DE addendum.	Fall 2025
STAT G012N – Binomial and Normal Distributions (6 – 10 hours) New noncredit course. New DE addendum.	Fall 2025
Essentials of Beginning Algebra (Exponents and Polynomials) (18 – 30 hours) New noncredit certificate of competency.	Fall 2025
Essentials of Beginning Algebra (Lines) (18 – 30 hours) New noncredit certificate of competency.	Fall 2025
Essentials of Intermediate Algebra (Exponential and Logarithmic) (12 – 20 hours) New noncredit certificate of competency.	Fall 2025
Essentials of Intermediate Algebra (Factoring and Quadratics) (12 – 20 hours) New noncredit certificate of competency.	Fall 2025
Essentials of Intermediate Algebra (Functions) (12 – 20 hours) New noncredit certificate of competency.	Fall 2025
Essentials of Intermediate Algebra (Radical, Rational, and Absolute Values) (18 – 30 hours) New noncredit certificate of competency.	Fall 2025
Essentials of Number Systems and Arithmetic (12 – 20 hours) New noncredit certificate of competency.	Fall 2025
Essentials of Statistics, Certificate of Competency (18 – 30 hours) New noncredit certificate of competency.	Fall 2025

Rescind

ETHS G101 retirement

Retire

BUS G192C – Cooperative Work Experience – Occupational (1-4 units)

COOP G191C – Cooperative Work Experience – General (1-4 units)

PROGRAM PROPOSALS (maximum of 10 minutes total)

1. Mirror Criminal Justice program to noncredit [Credit curriculum recently approved in fall 2024, therefore mirroring curriculum will be consented in the future meeting\(s\).](#)

DISCUSSION ITEMS

1. Priority areas to review on CORs
 - a. Key elements to consider
 - i. Student facing items
 - ii. Avoid 1st order Bloom's on SLOs and COs
 - iii. SLOs → COs → Lecture Content are consistent
 - iv. Lecture content
 - v. Demonstration of Critical Thinking and Required Writing
 - b. Most common items kicked back by CCCO and articulation submissions:
 - i. Titles of courses not matching on programs/narratives
 - ii. GE and C-ID approvals not approved when submitted simultaneously with articulation submissions
 - iii. Narrative is incomplete
 - iv. Missing Elements from C-ID template (course objectives, course assignments, course content)
 - v. Textbooks included and dated within seven years of the course submission date include "Classic text" adjacent to the textbook title (only ATHL/PE doesn't need textbooks).
 - vi. Lab science courses must include a clearly identified lab manual in the COR.
 - c. Items no longer needed with transition from CurricUNET to Courseleaf:
 - i. Effective date on DE addendum
 - ii. List of all degrees and certificates

CURRICULUM – SECOND READINGS

Utilize CurricUNET comments section for all spelling and grammatical errors to allow for a more streamlined curriculum review.

COUN G104 – Career and Life Planning (3 units) Fall 2026
Revisions: catalog description, SLOs, course objectives, lecture content, and textbooks. Updated DE addendum. [1st reading 02-18-25.](#)

COUN G105 – Strategies for College Success (3 units) Fall 2026
Revisions: catalog description, SLOs, course objectives, lecture content, course assignments, and textbook. Updated DE addendum. [1st reading 02-18-25.](#)

COUN G115 – Student-Athlete Success & Educational Planning (2 units) Fall 2026
Revisions: catalog description, grading policy, SLOs, course objectives, lecture content, course assignments, methods of evaluation, and textbooks. Updated DE addendum. [1st reading 02-18-25.](#)

[Mike motioned to approve, Rachel seconded; motion approved. COUN courses approved as a block with DE addenda.](#)

LVN – RN, Associate in Science Degree (54.5 units) Fall 2025
Revisions: catalog description, courses, and decrease units from 53.5-56.5. [1st reading 12/03/24.](#)

Registered Nurse, Associate in Science Degree (70 units) Fall 2025
Revisions: catalog description, courses, and decrease units from 69-72. [1st reading 12/03/24.](#)

[Math motioned to approve, Dawn seconded, motion approved. NURS programs approved.](#)

CURRICULUM – FIRST READING

MUS G260 – Symphonic Winds (1 unit) Fall ~~2025-2026~~
Revisions: hours, catalog description, submit for C-ID MUS 180, [resubmit UCTCA](#), grading, SLOs, course objectives, content, methods of evaluation, and textbooks. ~~Includes new DE addendum.~~ To 2nd reading.

MUS G261 – Wind Symphony (2 units) Fall ~~2025-2026~~
Revisions: hours, catalog description, submit for C-ID MUS 180, grading, SLOs, course objectives, content, methods of evaluation, and textbooks. To 2nd reading.

THEA G135 – Classical Play Performance 1 (1-2 units) Fall ~~2025-2026~~
Revisions: catalog description, SLOs, course objectives, content, course assignments, methods of evaluation. To 2nd reading.

Cal-GETC Certificate of Achievement (34 – 46 units) Fall 2025
Revisions: formerly Intersegmental General Education Transfer Curriculum To 2nd reading.

NURS G160 – Fundamentals of Nursing (4 units) Fall 2026
Revisions: catalog description, SLOs, course objectives, methods of instruction, and textbooks. Includes updated DE addendum. To 2nd reading.

NURS G160C – Fundamentals of Nursing Clinical Practicum (5 units) Fall 2026
Revisions: catalog description, SLOs, course objectives, content, course assignments, methods of evaluation, and textbooks. To 2nd reading.

SURPLUS CURRICULUM (curriculum submissions exceeding 3 items to be considered as time permits)

COUN G150 – Planning for Arts, Languages, and Humanities (3 units) Fall 2026
Revisions: catalog description, SLOs, course objectives, assignments, methods of evaluation, and textbooks. Updated DE addendum. To 2nd reading.

COUN G151 – Planning for Business (3 units) Fall 2026
Revisions: catalog description, SLOs, course objectives, assignments, methods of evaluation, and textbooks. Updated DE addendum. To 2nd reading.

COUN G152 – Planning for Health Science, Nursing and Kinesiology (3 units) Fall 2026
Revisions: catalog description, SLOs, course objectives, assignments, methods of evaluation, and textbooks. Updated DE addendum. To 2nd reading.

NURS G170 – Medical Surgical Nursing I (3 units) Fall 2026
Revisions: SLOs, course objectives, content, methods of instruction, course assignments, methods of evaluation, and textbooks. Includes updated DE addendum. To 2nd reading.

NURS G170C – Medical Surgical Nursing I Clinical Practicum (3 units) Fall 2026
Revisions: SLOs, course objectives, content, course assignments, methods of evaluation, and textbooks. To 2nd reading.

NURS G175 – Women’s Health and Newborn Nursing (2 units) Fall 2026

Revisions: catalog description, SLOs, course objectives, methods of instruction, assignments, methods of evaluation, and textbooks. Updated DE addendum. [To 2nd reading.](#)

NURS G175C – Women’s Health and Newborn Nursing Clinical Practicum (2 units) Fall 2026
Revisions: SLOs, course objectives, content, methods of evaluation, and textbooks. [To 2nd reading.](#)

NURS G295 – Mental health Nursing (2 units) Fall 2026
Revisions: SLOs, course objectives, methods of instruction, methods of evaluation, and textbooks.
Updated DE addendum. [To 2nd reading.](#)

NURS G295C – Mental Health Nursing Clinical Practicum (1.5 units) Fall 2026
Revisions: course objectives, content, assignments, methods of evaluation, and textbooks. [To 2nd reading.](#)

ADJOURNMENT

All CCI meetings are subject to audio and / or video recording at the discretion of CCI for purposes of maintaining a record of the proceedings. Agendas and minutes will be archived in CCI SharePoint.

In accordance with the Ralph M. Brown Act and SB 751, minutes of the GWC Curriculum committee record the votes of all committee members as follows: (1) Members recorded as absent are presumed not to have voted; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members are presumed to have voted in the majority.