



Council for Curriculum and Instruction Minutes

March 19, 2024

3:03 pm – 4:22 pm

Meeting location: Language Arts 109

Zoom option for guests: <https://ccd-edu.zoom.us/j/95728372542>

Meeting ID: 957 2837 2542

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	Area / Position
Jeanette Adame	History & Education
Ashley Berry	Part-Time Faculty
Dawn Brooks	Performing Arts (Theater Arts, Music, and Dance)
Jodie Butler	Psychology
Ruth Cálcanas	Social & Behavioral Sciences (Economics, Political Science, and Sociology)
Matthew Carlson	Physical Sciences
Nicole Diamond	Counseling & EOPS
Leilani Johnson	Health Education, Kinesiology, and Athletics
Monica Jovanovich	CCI Co-Chair; Arts
<i>John Kasabian</i>	Automotive Technology, Digital Arts, and Drafting
Gary Kirby	CCI Co-Chair; Technical Review Lead; Mathematics & Engineering
Cathy Le	Library
<i>Michelle Palma</i>	Liberal Arts & Culture
Veronica Pizano	World Language (American Sign Language, Interpreting, Spanish, and Vietnamese)
Cristian Racataian	Computer Science
Sergio Sanchez	Noncredit & English as a Second Language
<i>Darby Scott</i>	Communication Studies
Amy Thach	Nursing & Health Professions
Michael Valintuck	Biological Sciences

Rachel Zacharia	Business, Accounting, Marketing, and Management
Ayesha Zia	English

CCI Non-voting Members (strikethrough = absent; italicize = virtual)	
Member	Area / Position
<i>Christy Banales</i>	Student Services Representative
Ally Chaudhry	Temporary Curriculum Support
Nicole Diamond	Articulation Officer
Charissa McCord	Curriculum Specialist
Kay Nguyen	Acting Vice President of Instruction

Representative Vacancies
Area / Position
Associated Students Representative (non-voting)
Cosmetology
Criminal Justice

Invited Guests
Krissy Barone , Faculty of Athletics
<i>Bern Baumgartner</i> , Faculty of Business
Amanda Best , Faculty of Art
<i>Melissa Jauregui</i> , Program Support Specialist
Nicholas Mitchell , Faculty of Physical Education
Robert Nguyen , Faculty of Nursing
<i>Alice Rivera</i> , Faculty of Accounting
<i>Derrick Watkins</i> , Faculty of Criminal Justice

PRELIMINARY MATTERS

1. Call to order
2. Welcome guests
3. Approval of the agenda and minutes
 - a. Agenda – March 19, 2024 *Last minute edit to second readings item. Cristian motioned to approve, Nicole seconded; motion approved. March 19 Agenda approved.*
 - b. Minutes – February 6, 2024, February 20, 2024, March 5, 2024 *Jeanette motioned to approve, Matt seconded; motion approved. March 19 Agenda approved.*
4. Public comment (*maximum of 3 minutes per speaker*) – Members of the public have the opportunity in any item that has been described in this notice, before or during consideration of the item. We ask that comments be kept to three minutes. *Congratulations to Gary for Faculty Excellence award for March 2024 and congratulations to Jeanette for Faculty Excellence award for February 2024!*
5. Information items
 - a. Vacant CCI Positions
 - Chair (2024-2026)
 - TECH Lead (2024-2025)
 - Cosmetology (Spring 2024-2027)

- Criminal Justice (Spring 2024-2027)
 - English (2024-2027)
 - Nursing (2024-2027)
 - b. Workgroups call outs
 - Work Experience Education (WEE) vacancies
 - CCI Representative from CTE aligned curriculum
 - CCI Representative from Non-CTE aligned curriculum
 - Area E vacancy
 - One full-time faculty at-large from any area
 - AB 1111
 - CCI Representative from CTE aligned curriculum
 - c. Common Course Numbering Task Force Report
 - d. Transfer Initiatives Infographic
 - e. [Curriculum Institute](#) (in person and virtual) Pasadena, CA July 10-13 – contact Chairs or Patty Fonseca if interested
6. Announcements
- a. Welcome new members – Michelle Palma and Darby Scott
 - b. CCI Buddies [Jeanette volunteered to be CCI Buddies with Michelle and Darby.](#)
 - c. CCI and Technical Review dates for April
 - April 9th and April 23rd are the last opportunities for faculty to bring in new or revised curriculum.
 - April 16th is the only CCI meeting of the month.

CONSENT ITEMS (*Voting items*)

Retire

ART G140 – Life Painting (3 units)	Fall 2024
CJ G079 – Public Safety Dispatcher Basic (6.5 units)	Fall 2024
CHEM G099N – Chemistry Instructional Assistant (54 hours)	Fall 2024
CHEM G205 – Chemistry Instructional Assistant (1-2 units)	Fall 2024

[Cathy motioned to approve, Cristian seconded; motion approved. All consent items above approved.](#)

REPORTS & UPDATES (*maximum of 5 minutes per report*)

1. Articulation report – Nicole Diamond – [Health Ed courses were resubmitted with the new prefix, starting to compile list for UCTCA submissions in May.](#)
2. Chairs report – Monica Jovanovich and Gary Kirby – [None](#)
3. VPI report – Kay Nguyen – [There will be funding for phase 2/3 of AB 1111 implementation, unknown allocated amount, might have more information in May.](#)
4. Special reports
 - a. WEE Taskforce Report – [Will have a report after Spring Break.](#)
 - b. Area E Taskforce Report – [Will have a report after Spring Break.](#)
 - c. AB 1111 Taskforce Report – [Will have a report after Spring Break.](#)

CONTINUING DISCUSSION ITEMS (*maximum of 15 minutes total; 5 minutes per item; * = voting item*)

1. Update local GE pursuant to Title 5 Ed. Code* – Nicole Diamond (12-05-23; 02-06-24; 02-20-24; 03-05-24) – Effective Fall 2024 Coastline will no longer have Math as a competency, retain Area E, add Ethnic Studies and their Global Multicultural will be called Global Society. OCC is not doing anything. See Option 1 AA 2024-25 file in Teams for draft of Associate in Arts/Science Degree Requirements 2024-25. Associated BP policy on general education is up for revision currently. Once the District finalizes their language, it could impact GWC's decision. There is going to be a discussion regarding Area E at the April 9th Academic Senate meeting. Examined [Los Rios' District Curriculum Coordinating Committee's update on the New General Education Pattern.](#)

NEW DISCUSSION ITEMS (* = voting item)

None for 03/19/2024

PROGRAM PROPOSALS (maximum of 10 minutes total)

None for 03/19/2024

CURRICULUM – SECOND READINGS (Voting items)

ART G021N – Ceramics for Lifelong Learners (108 hours) Fall 2024
New noncredit course. (1st reading 02-20-24; 2nd reading 03-05-24)
Amy motioned to approve, Jodie seconded; motion approved. Course approved.

PE G127 – Intermediate Pickleball (1 unit) Fall 2024
New course. (1st reading 02-05-24; second reading 02-20-24)
Nicole motioned to approve, Cathy seconded; motion approved. Course approved.

Enrolled Agent Tax Specialist, Certificate of Achievement (12-13 units) Fall 2025
Revisions: catalog description, PLOs, career opportunities, add required course ACCT G100, units decrease from 13 to 12-13.
(1st reading 03-05-24)
Cristian motioned to approve, Matt seconded; motion approved. Certificate approved.

NURS G101 – Introduction to Nursing (3 units) Fall 2025
Revisions: catalog description, assigned disciplines, grading policy, general education status, support course status, required for degree or certificate, SLOs, course objectives, lecture content, methods of instruction, course assignments, methods of student evaluation, and textbooks. **New DE addendum.** (1st reading 03-05-24)
On hold.

NURS G103 – Medical Terminology for Healthcare Professionals (3 units) Fall 2025
Revisions: **formerly HIT G103**, TOP number, justification for course, assigned disciplines, grading policy, SAM code change, general education status, support course status, required for degree or certificate, SLOs, course objectives, lecture content, instructional techniques, course assignments, methods of student evaluation, and textbooks. **Includes updated DE addendum.** (1st reading 03-05-24)
On hold.

MUS G012N – Singing for Lifelong Learners (54 hours) Spring 2025
New noncredit course. (1st reading 03-05-24)
Amy motioned to approve, Leilani seconded; motion approved. Course approved.

MUS G101 – History & Appreciation Of Music (3 units) Fall 2025
Revisions: catalog description, assigned disciplines, transfer status, general education status, support course status, required for degree or certificate, SLOs, course objectives, lecture content, methods of instruction, course assignments, methods of student evaluation, and textbooks. **Includes updated DE addendum.** (1st reading 03-05-24)
On hold, resubmit for UCTCA and CalGETC AREA 3.

MUS G103 – World Music (3 units) Fall 2025
Revisions: catalog description, assigned disciplines, general education status, support course status, required for degree or certificate, SLOs, course objectives, lecture content, methods of instruction, course assignments, methods of student evaluation, and textbooks.
New DE addendum. (1st reading 03-05-24)
On hold.

CURRICULUM – FIRST READINGS

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

CJ G061 – Training Manager (1.0 unit)

Fall 2025

Revisions: catalog description, levels below transfer, general education status, support course status, SLOs, course objectives, lecture content, methods of instruction, course assignments, methods of evaluation, and textbooks.

[Moved to 2nd reading.](#)

CJ G072N – P.C. 832 Laws of Arrest (40 hours)

Fall 2025

Revisions: **formerly CJ G172**, units, lecture hours, lab hours, contact hours, study non contact hours, total learning hours, catalog description, material fee, credit status, grading policy, transfer status, classification code, non credit course category, repeatability, general education status, support course status, required for degree or certificate, SLOs, course objectives, lecture content, lab content, methods of instruction, course assignments, methods of evaluation, and textbooks.

[Moved to 2nd reading.](#)

CJ G078 – Public Safety Dispatcher Basic (8.5 units)

Fall 2024

Revisions: **formerly Public Safety Dispatcher Basic (Intensive Format)**, units, lecture hours, contact hours, study non contact hours, total learning hours, catalog description, justification for course, advisories, material fee, grading policy, repeatability, general education status, support course status, SLOs, course objectives, lecture content, methods of instruction, course assignments, methods of evaluation, and textbooks. **Includes updated DE addendum.**

[Moved to 2nd reading.](#)

BUS G159 – Legal Essentials for Starting a Business (1.5 units)

Fall 2025

Revisions: catalog description, grading policy, required for degree or certificate, SLOs, course objectives, lecture content, methods of instruction, course assignments, methods of student evaluation, and textbooks. **Includes updated DE addendum.**

[Moved to 2nd reading.](#)

PE G193 – Soccer 2 (1 unit)

Fall 2025

New course. **Includes DE addendum.**

[Moved to 2nd reading.](#)

Mathematics, Associate in Science for Transfer (20-23 units)

Fall 2025

Revisions: catalog description, PLOs, remove MATH G282 and MATH G235, add MATH G287, MATH G160S, SOC G125, PSYC G140, and ECON G160, units increase from 20-21 to 20-23.

[Moved to 2nd reading.](#)

TABLED / ON HOLD ITEMS

1. Process of adding courses to local GE pattern* – Nicole Diamond ([10-03-23](#); [10-17-23](#); [11-07-23](#); [12-05-23](#)).

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.