



## Council for Curriculum and Instruction Minutes

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September 3, 2024

3:01 pm – 5:00 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
Jennifer Bailly	CCI Chair ( <i>non-voting</i> )
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
Berlynn Ching	Nursing & Health Professions
Kristy Ho	Counseling & EOPS
Leilani Johnson	Health Education, Kinesiology, and Athletics
<del>Monica Jovanovich</del>	Arts
John Kasabian	Automotive Technology, Digital Arts, and Drafting
Gary Kirby	Mathematics & Engineering; Technical Review Lead
Cathy Le	Library
Michael McCarthy	Criminal Justice
Michelle Palma	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
Mujib Tahir	English
Michael Valinluck	Biological Sciences
Rachel Zacharia	Business, Accounting, Marketing, and Management

CCI Non-voting Members (strikethrough = absent; italicize = virtual)

Member	Area / Position
<del>Christy Banales</del>	Student Services Representative
Nicole Diamond	Articulation Officer
Jennifer Kalfsbeek-Goetz	Vice President of Instruction
Charissa McCord	Curriculum Specialist

Representative Vacancies

Area / Position
Associated Students Representative (non-voting)
Communication Studies
Cosmetology

Guests

<i>Leslie Bitong</i>
Dorsie Brooks
Laura Duvall
Rick Hicks
<i>Melissa Jauregui</i>
Alice Martanegara
Alex Miranda
<i>Sunshine McClain</i>
Kay Nguyen
<del>Yvonne Portillo</del>
<i>Martie Ramm Engle</i>
<i>Amy Thach</i>
<i>Tim Vu</i>
<i>Derrick Watkins</i>

PRELIMINARY MATTERS

1. Call to order
2. Welcome guests
3. Approval of the agenda and minutes *Gary moved to approve, Jeanette seconded; agenda and minutes approved.*
  - a. Agenda – September 3, 2024
  - b. Minutes – May 21, 2024

4. Public comment (*maximum of 3 minutes per speaker*) – Members of the public have the opportunity in anytime that has been described in this notice, before or during consideration of the item. We ask that comments be kept to three minutes.
5. Information items
  - a. Current vacant CCI positions
    - Cosmetology
    - Communication Studies
  - b. Concluded: WEE, AB1111, Area E Taskforce  
Area E is resolved. WEE and AB1111 Taskforces can be reconvened if necessary.
  - c. Current process to retire curriculum via email – [gwwcurriculum@ccd.edu](mailto:gwwcurriculum@ccd.edu) Email should include department chair and dean. Courses not offered the past two years should be reviewed and see if retirement is beneficial so students are not misled.
6. Announcements
  - a. Welcome new and returning CCI Representatives

#### CONSENT ITEMS (*Voting items*)

None

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

1. Articulation report – Nicole Diamond  
Four courses not UCTCA approved. Three of the four can be resubmitted. There is an open ticket regarding the ECON courses in ASSIST due to reactivation issues. The CJ course was denied for lack of theory and research. Nicole can work with CJ. Nicole is working with MUS and will resubmit in October. PE G131 has a reactivation delay and plan to resubmit it next June since it is effective Fall 2025. Jennifer will speak with Nicole regarding the PE course number as PE G131 is a retired Karate course so the number cannot be used for Intermediate Yoga as currently intended. Cal-GETC submissions are in December and the results are in mid-May. Nicole can only reach out to the universities for articulation by major (AAM) after the UCTCA results. Faculty can also reach out to those departments in universities to give a heads up AAM requests are going out. A number of private schools are now in ASSIST.
2. Chairs report – Jennifer Bailly
3. VPI report – Jennifer Kalfsbeek-Goetz
4. Special reports

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

None

#### NEW DISCUSSION ITEMS (*\* =voting item*)

1. Ethnic Studies courses not approved in CSU GE Area F  
There are two recommendations to not have students impacted by completing a course thinking it will satisfy Area F
  - Retire the Ethnic Studies course prefix that did not receive Area F but keep the cross-listed courses that are commonly Area D approved and/or
  - Work with the AO to resubmit for Area F approval
 Ethnic Studies course prefixes that are not Area F approved are currently not scheduled. The 2023 Minimum Qualifications Handbook has a draft for Ethnic Studies and the final should be announced soon. Please consider these approaches – retire the ETHS or revise and not offer it while pending Area F approval.
2. Review of overlapping curriculum with the proposed new course, COUN G200 – Student Identity Development (Laura Duvall) The Psychology Department appreciates the Counseling Department and recognizes how curriculum has evolved over time. Psychology is interested in collaborating with the Counseling Department. After review,

Psychology has discovered OCC has PSYC A220 - Psychology of Personality that seem to cover similar material as COUN G200. It is the Psychology's opinion that an Identity course is an upper-level course. Psychology believes COUN G200 is not an Area D course as it is, but with modifications it could be an Area D course (housed in Psychology), and is more of a Psychology course rather than a counseling course.

3. Curriculum Committee Member Training

**PROGRAM PROPOSALS (maximum of 10 minutes total)**

1. C++ Programming, Certificate of Achievement
2. Java Programming, Certificate of Achievement
3. Python Programming, Certificate of Achievement
4. Chemistry, Certificate of Achievement
5. Ocean Lifeguard 1, Certificate of Completion

*These three certificates are to replace the Software Certificate of Achievement.*

*City of Huntington Beach reached out for Criminal Justice to create the certificate. It is recommended the department discuss/collaborate with Physical Education/Athletics Department as the curriculum may already exist and consider the faculty with the FSA to write the curriculum. The program is intended to have the agency teach the curriculum, not by GWC faculty. This already exists within the community so it would be beneficial for the students to receive credit. Students may benefit in CPL within GWC or Fire if we decide to have in the future.*

*New GWC Program form will be revised soon.*

**CURRICULUM – SECOND READINGS (Voting items)**

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

None

**CURRICULUM – FIRST READINGS**

Dance, Associate in Arts Degree (25 units) Fall 2025  
 Revisions: catalog description, PLOs, career opportunities, remove DANC G135, DANC G136, BIOL G220, MUS G101, THEA G106, THEA G175, THEA G176, THEA G177, and THEA G178; add DANC G201, DANC G119, DANC G261, DANC G231, DANC G251, DANC G255, DANC G212, DANC G232, and DANC G213.

*The faculty has been advised to hold onto the Dance AA until all the course units have been reviewed as faculty are anticipating changing units for several courses.*

THEA G182 – Advanced Make-up (3 units) Fall 2025  
 New course. *To 2<sup>nd</sup> reading.*

ELL G050N – Reading and Writing for Small Business (36 hours) Fall 2025  
 New noncredit course. **Includes new DE addendum.** *To 2<sup>nd</sup> reading.*

ELL G051N – Listening and Speaking for Small Business (36 hours) Fall 2025  
 New noncredit course. **Includes new DE addendum.** *To 2<sup>nd</sup> reading.*

MUS G122 – Chamber Choir (1 unit) Fall 2025  
 Revisions: catalog description, **resubmit for UCTCA**, equivalent to MUS A122, prerequisites, required for degree or certificate, SLOs, course objectives, lecture content, course assignments,

methods of evaluation, and textbooks. [To 2<sup>nd</sup> reading.](#)

MUS G143 – History of Jazz (3 units) Fall 2025  
Revisions: catalog description, **resubmit for UCTCA and Cal-GETC**, required for degree or certificate, SLOs, course objectives, lecture content, methods of instruction, course assignments, methods of evaluation, and textbooks. **Includes updated DE addendum.** [To 2<sup>nd</sup> reading.](#)

MUS G242 – Intermediate Piano 2 (2 units) Fall 2025  
Revisions: **formerly Intermediate Piano II**, catalog description, resubmit for UCTCA, advisories, SLOs, course objectives, lecture content, methods of instruction, course assignments, methods of evaluation and textbooks. [To 2<sup>nd</sup> reading.](#)

~~Pre-Physician Assistant~~ **Pre-Physical Therapy**, Certificate of Achievement (39-45 units) Fall 2025  
Revisions: catalog description, PLOs, career opportunities, add BIOL G210, BIOL G180, BIOL G186, BIOL G183, CHEM G180, CHEM G185, MATH G160S, PSYC G140, SOC G125, and increase units to 29-45. [To 2<sup>nd</sup> reading.](#)

Pre-Occupational Therapy, Certificate of Achievement (17-20 units) Fall 2025  
Revisions: catalog description, PLOs, and increase units from 18. [To 2<sup>nd</sup> reading.](#)

COUN G200 – College Student Identity Development Fall 2026  
New course. **Submit for UCTCA, Cal-GETC Area 4, and Local GE Area 4. Includes new DE addendum.**

## ADJOURNMENT

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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.