



## Council for Curriculum and Instruction Minutes

September 19, 2023

3:07 pm – 4:56 p.m.

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
Dawn Brooks	Performing Arts (Theater Arts, Music, and Dance)
Jodie Butler	Psychology
Ruth Calcanas	Social & Behavioral Sciences (Economics, Political Science, and Sociology)
Matthew Carlson	Physical Sciences
<i>Nicole Diamond</i>	Counseling & EOPS
Leilani Johnson	Health Education, Kinesiology, and Athletics
Monica Jovanovich	CCI Co-Chair; Arts
John Kasabian	Automotive Technology, Digital Arts, and Drafting
Gary Kirby	CCI Co-Chair; Technical Review Lead; Mathematics & Engineering
Cathy Le	Library
Veronica Pizano	World Languages & Sign Language
Cristian Racataian	Computer Science
Sergio Sanchez	Noncredit & English as a Second Language
Amy Thach	Nursing & Health Professions
Michael Valinluck	Biological Sciences
Ayesha Zia	English
Rachel Zacharia	Business, Accounting, Marketing, and Management

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

Member	Area / Position
Christy Banales	Student Services Representative
Jerry Castillo	Articulation Officer
Charissa McCord	Curriculum Specialist
Kay Nguyen	Acting Vice President of Instruction

Representative Vacancies

Area / Position
Associated Students Representative (non-voting)
Communication Studies
Criminal Justice
Liberal Arts & Culture (Anthropology, Geography, Global Studies, and Philosophy)
Part-time Faculty

Invited Guests

Doreen Fioretto, Faculty Education
Melissa Jauregui, Program Support Specialist
<del>Phuong Nguyen, Faculty Nursing</del>
Victor Quiros, Faculty Criminal Justice
Derrick Watkins, Faculty Criminal Justice

**PRELIMINARY MATTERS**

1. Call to order
2. Welcome guests
3. Approval of the agenda and minutes Cristian motioned to approve, Amy seconded; motion approved. Agenda approved with holding Discussion Item #3.
  - a. Agenda – September 19, 2023
  - b. Minutes – September 5, 2023
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.
5. Information items
  - a. HIST G121 – History of American Women (3 units) Fall 2023  
**Submit for US 1**
  - b. CCI committee photograph – October 3<sup>rd</sup> meeting; time TBD
  - c. Senate Bylaws Article II section 6.A.ii.a. “The Articulation Officer shall be a non-voting member. If the Articulation Officer is also an elected discipline(s) representative, then he/she/they shall be a voting member.”
6. Announcements
  - a. Student Learning Outcomes (SLO) Coordinator – Amy Thach. Amy is the new SLO Coordinator and is finding ways to streamline the process, better data analysis, and integrating into Canvas. Looking for faculty involvement for the project.
  - b. Concurrent Enrollment Pathway (CEP) first cohort – Amy Thach. Nursing Department is collaborating with CSU San Bernardino. Nursing students were able to concurrently enroll in the courses at CSUSB and GWC so they graduate with a Bachelor’s Degree.
  - c. Center of Innovation and Learning (CIL) in person open lab in Student Union, 2<sup>nd</sup> floor room 201. CIL sessions to help faculty during program review and to learn more about State Legislations.
    - September 21, 2023, at 3:00 – 4:00 p.m.
    - October 19, 2023, at 3:00 – 4:00 p.m.

- d. AB 928 upcoming meetings [STEM ADTs may increase to 66 units](#).
  - October 13, 2023, at 10:00 a.m. – 3:00 p.m. via [zoom](#)
  - December 7, 2023, via [zoom](#) (time TBD)
- e. Chat GPT impact on SLOs
- f. Noting spelling and grammar errors in CurricUNET. [Utilize CurricUNET comments section for all spelling and grammatical errors to allow for a more streamlined curriculum review.](#)
- g. Running of CCI. [CCI Representatives can only have two sessions via zoom per Brown Act.](#)
  - Brown Act and Robert's Rules

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

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

1. Articulation report – Jerry Castillo
  - a. CSU GE Area F webinar and rubrics
2. Chairs report – Monica Jovanovich and Gary Kirby
  - a. Attending September 25, 2023, Chairs and Deans meeting – reports for program review
3. Special reports [None](#)

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

1. Effective terms for curriculum\* ([1st reading 09-05-23](#)). [Jeanette motioned to approve, Matt seconded; motion approved. Effective terms for curriculum document approved.](#)
  - a. New degrees and certificates
  - b. Existing degrees and certificates
  - c. New credit and noncredit course
  - d. Existing credit and noncredit course revision
2. New Program Proposal Form revised\* ([1st reading 09-05-23](#)). [Jodie motioned to approve, Leilani seconded; motion approved. New Program Proposal Form approved.](#)
3. Course Outline of Record checklist revised\* ([1st reading 09-05-23](#)). [Cristian motioned to approve, Ayesha seconded; motion approved. Course Outline of Record checklist approved.](#)

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

1. Committee introductions and new representatives; CCI buddies CCI welcomes [Sergio back to CCI representing Noncredit and ESL area. The chairs will review the list of volunteers and email confirming buddies.](#)
2. CCI survey results
3. Process of adding courses to local GE pattern – Nicole Diamond [HOLD](#)

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

1. Certified Nurse Assistant (CNA) program – ~~Phuong Nguyen~~ Amy Thach. [Entry level job position in care settings such as home care. Meets Title 22 Regulations. Currently, Los Angeles College, Mount SAC, Saddleback Community Colleges, Santa Ana Community College, and Santiago Community Colleges. We received a grant for the department. The department will be creating a Phlebotomy and Behavioral Healthcare Technician programs.](#)
2. Paraeducator Certificate – Doreen Fioretto. [Training for individuals to support students in the classroom under the supervisor of a classroom teacher and a special educator teacher. Students will understand IEP process, accommodations, and modifications. Recommended to include ENGL G100S as a prerequisite for ENGL G143.](#)

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

CJ G140 – Introduction to Criminal Justice (3 units)

Fall 2024

Revisions: catalog description, advisories, required for degree or certificate, SLOs, course objectives, lecture content, methods of instruction, methods of evaluation, and textbooks. Includes updated DE addendum. ([1<sup>st</sup> reading 09-05-23](#)).

CJ G141 – Concepts of Criminal Law (3 units)

Fall 2024

Revisions: catalog description, advisories, required for degree or certificate, SLOs, course objectives, lecture content, methods of instruction, course assignments, methods of evaluation, and textbooks. Includes updated DE addendum. (1<sup>st</sup> reading 09-05-23) [Need to include in Justification to Submit for IGETC 4.](#)

[Cathy motioned to approve, Cristian seconded; motion approved. CJ G140 and CJ G141 approved with edits completed by Charissa.](#)

## CURRICULUM – FIRST READINGS

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

CJ G128 – Criminal Procedure and Evidence (3 units)

Fall 2024

Revisions: catalog description, **submit for UCTCA and C-ID AJ 122**, SLOs, course objectives, lecture content, methods of instruction, course assignments, methods of student evaluation, and textbooks. Includes updated DE addendum. [To 2<sup>nd</sup> reading.](#)

[When there are changes to the title, EX: from “and” to “&,” will need to be indicated under formerly known as for ASSIST purposes. Formerly known as indications need to be kept on record for five years.](#)

Elementary Teacher Education, Associate in Arts Degree for Transfer (49 – 52 units)

Fall 2024

Revisions: catalog description, PLOs, required courses add ENGL G100S, PSCI G181; LIST A add PHIL G125 and PSYC G130; List C add EDUC G180, EDUC G210, MATH G160S, SOC G125, and PSYC G140, and units decrease from 50. [To 2<sup>nd</sup> reading.](#) [Cross-listed courses should be included in the program. EX: ETHS cross-listed courses. Jerry will research AAM for EDUC G210 and send it to the faculty. It was recommended to replace MUS G103 with another course as MUS G103 has not been offered for several years. Dawn will work with Doreen with recommended MUS courses to include in List C.](#)

ART G160 – Jewelry and Metalsmithing 1 (3 units) Fall 2024

Revive from suspension, formerly Jewelry 1, **submit for C-ID ARTS 281 or AAM, UCTCA, and CSU GE Area C**, catalog description, material fee decrease, required for degree or certificate, SLOs, course objectives, lecture content, lab content, course assignments, methods of evaluation, and textbooks. [To 2<sup>nd</sup> reading.](#)

ART G161 – Jewelry and Metalsmithing 2 (3 units)

Fall 2024

Revive from suspension, formerly Jewelry 2, catalog description, **submit for UCTCA**, assigned disciplines, material fee decrease, required for degree or certificate, SLOs, course objectives, lab content, instructional techniques, course assignments, and textbooks. [To 2<sup>nd</sup> reading.](#)

ART G164 – Introduction to Crafts (3 units)

Fall 2024

New course. **Submit for C-ID ARTS 280 or AAM, CSU GE Area C, UCTCA, local GE Area C.** [To 2<sup>nd</sup> reading.](#)

SPAN G160 – Spanish for Spanish Speakers 1 (5 units)

Fall 2024

Revisions: catalog description, prerequisites, required for degree or certificate, SLOs, course objectives, lecture content, lab content, course assignments, and textbooks. [To 2<sup>nd</sup> reading.](#)

SPAN G165 – Spanish for Spanish Speakers 2 (5 units)

Fall 2024

Revisions: catalog description, prerequisites, required for degree or certificate, SLOs, course objectives, lecture content, lab content, course assignments, and textbooks. [To 2<sup>nd</sup> reading.](#)

## TABLED / ON HOLD ITEMS

SPAN G161 – Spanish for Health Care Professionals (3 units)

Fall 2024

Revisions: formerly SPAN G068 Spanish Health / Medical Personnel, catalog description, transfer status, SLOs, course objectives, lecture content, methods of instruction, course assignments, methods of evaluation, and textbooks. Includes updated 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.