



Council for Curriculum and Instruction Minutes

October 17, 2023

3:04 pm – 5:01 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 Calcanas	Social & Behavioral Sciences (Economics, Political Science, and Sociology)
Matthew Carlson	Physical Sciences
Nicole Diamond	Counseling & EOPS
<i>Leilani Johnson</i>	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
Veronica Pizano	World Language (American Sign Language, Interpreting, Spanish, and Vietnamese)
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
Cosmetology
Criminal Justice
Liberal Arts & Culture (Anthropology, Geography, Global Studies, and Philosophy)

Invited Guests (strikethrough = absent; italicize = virtual)
Leslie Bitong, Faculty of Dance
<i>Margot Bowlby, Faculty of Political Science</i>
Myra Bremen, Faculty of Kinesiology
<i>Dorsie Brooks, Dean Business, Career, Health, and Kinesiology</i>
<i>Doreen Fioretto, Faculty of Education</i>
Collette Hausey, Faculty of Music
<i>Melissa Jauregui, Program Support Specialist</i>
<i>Alice Martanegara, Dean of Nursing</i>
<i>Alex Miranda, Dean of Social Sciences</i>
Joel Powell, Faculty of Political Science
Victor Quiros, Faculty of Criminal Justice
Aleksandra Uchlik, Faculty of Accounting
<i>My Vo Luong, Part-time Faculty of Chemistry</i>

PRELIMINARY MATTERS

1. Call to order
2. Welcome guests
3. Approval of the agenda and minutes
 Agenda – October 17, 2023 [Agenda needs to include articulation submissions for MATH G140S and CIL will not have an online option to join and is in person only.](#) [Matt motioned to approve, Cristian seconded; motion approved. Agenda approved with changes listed.](#)
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. Center of Innovation and Learning (CIL) in person open lab in Student Union, 2nd floor room 201 on October 19, 2023, at 3:00 – 4:00 p.m. [Zoom option available](#)
 - b. CCI photo in CCI Teams – October folder

6. Announcements

CONSENT ITEMS (*Voting items*)

Any motioned to approve, Matt seconded; motion approved. Consent items approved.

1. AUTO G002N – Automotive Safety (16 hours) Fall 2024
Revisions: grading policy, required for degree or certificate, SLOs, course objectives, lecture content, lab content, course assignments, and methods of evaluation.
2. AUTO G003N – Automotive Lube Technician (48 hours) Fall 2024
Revisions: catalog description, grading policy, required for degree or certificate, SLOs, course objectives, lecture content, methods of instruction, and methods of evaluation.
3. AUTO G131 – Engine Performance: Advanced (4.5 units) Fall 2024
Revisions: catalog description, required for degree or certificate, SLOs, course objectives, lecture content, lab content, methods of instruction, course assignments, methods of evaluation, and textbooks. Includes new DE addendum.
4. AUTO G141 – Automotive Chassis: Steering & Suspension (4.5 units) Fall 2024
Revisions: catalog description, required for degree or certificate, SLOs, course objectives, lecture content, lab content, methods of instruction, reading assignments, methods of evaluation, and textbooks. Includes new DE addendum.
5. AUTO G145 – Basic Clean Air Car Course Fall 2024
Revisions: catalog description, SAM, SLOs, course objectives, lecture content, lab content, methods of instruction, course assignments, and methods of evaluation. Includes new DE addendum.
6. LIBR G110 – Introduction to College Research (1 unit) Fall 2024
Revisions: catalog description, grading policy, required for degree or certificate, course objectives, lecture content, and textbooks. Includes updated DE addendum.
7. Retire Fall 2024
CJ G146 – Police Reporting Writing (3 units)
CJ G151 – Practical Aspects of Corrections (3 units)
COSM G029 – Cosmetology to Barber Crossover (6 units)
COSM G030 – Cosmetology to Barber Crossover Level 2 (6 units)
COUN G050N – Strategies for Academic Recovery (6 hours)
College and Math Readiness, Certificate of Competency (50 hours)
COLL G095N – College Success and Readiness (18 hours)
MATH G003N – Preparation for Elementary Algebra (32 hours)
MATH G092 – Support for Trigonometry (2 units)

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

1. Articulation report – Jerry Castillo ASSIST is modernizing articulation agreements by major (AAM) beginning in the 2023-24 academic year so AAMs are not up to date on ASSIST currently. Course articulations are being phased out effective Fall 2024, see AO report for details. Conditionally approved will be denied as well. Faculty are encouraged to review and modify for articulation approval. CSU GE and IGETC are being submitted by Jerry in the first week of December. Jerry asks faculty to make sure courses they want to submit are communicated to him as well.
2. Chairs report – Monica Jovanovich and Gary Kirby Departments with an abundance of non-content related edits can come to a second technical review session to be considered for consent of future CCI meetings. This streamline process can help departments submit more than three curricula. Considerations are on a case-by-case basis.
3. Credit for Prior Learning – Christy Banales First Districtwide CPL meeting happened a couple of weeks ago. Topics included honoring courses awarded by other institutions and already noted on transcripts. OCC's concerns regarding outside institutions awarding credit for specific programs with their accreditation standards may be different than CCCD. Dr. Serban advises workgroups to be created for consistency with all three colleges to agree upon what is accepted for CPL and be discussed in curriculum meetings. Rubrics should be created for guidance, three colleges should have a consistent GE pattern and align with Title 5 regulations. Next CPL meeting is Tuesday, November 7 at 1:30 – all is welcome to join. There is a summit being held on November 3rd with the State Chancellor's Office and ASCCC has a CPL toolkit. Kay is in contact with other VPIs at different colleges in the region for job descriptions for duties, coordinator, etc.
4. Special reports CPL may come up at the Curriculum Alignment Taskforce.

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

1. Process of adding courses to local GE pattern – Nicole Diamond (10-03-23). Nicole suggests courses that are CSU GE and / or IGETC approved by added under the same area of the local GE pattern. Courses outside of the scope that requests to be included then the course should be reviewed. Examples include activity and some CTE courses.
2. Offering outdated courses – Kay Nguyen (10-03-23). The list of outdated courses was presented. The committee would like to discuss departments with outdated curriculum but bringing in new curriculum.

NEW DISCUSSION ITEMS (* = voting item)

1. Work Experience Education and Chancellor’s Office Guidance Memo – Dorsie Brooks There is new Title 5 language for formerly Cooperative Work Experience. Work experience education can be offered noncredit and / or taught via distance education. Credit hour formulation has been clarified. Discipline, specific work experience, education, coursework, differentiated by TOP code, can do general work experience embedded such as automotive and business. Dorsie requests CCI to have a workgroup that can have these conversations about work experience education and lead. CCI can send out a callout for the workgroup to all departments and report to CCI. Nicole recommends including an International Students program representative as well.
2. Trying to go with the Workflow! – Monica Jovanovich, Gary Kirby, and Charissa McCord. Hold.

PROGRAM PROPOSALS (maximum of 10 minutes total)

CURRICULUM – SECOND READINGS (Voting items)

- CJ G128 – Criminal Procedure and Evidence (3 units) Fall 2024
Revisions: formerly known as Criminal Procedure & Evidence (“&” to “and”), 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. 1st reading 09-19-23. Cathy motioned to approve; Matt seconded; motion approved. Course revisions approved with updated DE addendum.
- Child and Adolescent Development, Associate in Arts Degree for Transfer (18 – 22 units) Fall 2024
Revisions, catalog description, PLOs, career opportunities, added courses MATH G160S, SOC G125, ~~ECON G160, MUS G139~~, and EDUC G180, units increase from 19 units. 1st reading 10-03-23. Counseling is concerned with the addition of ECON G160 as it may not pertain student’s degree and ECON G160 does not have C-ID approval. There is an automatic substitution, but the concern is listing it when it’s not C-ID. The department faculty has agreed to remove ECON G160 and it will be removed on the backend. MUS G139 is included incorrectly on the agenda and was meant for the Elementary Teacher Education AAT. Jodie moved to approve, Nicole seconded; motion approved. Associate in Arts Degree for Transfer approved with the removal of ECON G160 and MUS G139.
- MATH G140S – Business Calculus with Support (6 units) Fall 2024
New credit course. Submit for C-ID MATH 140, CSU GE B4, UCTCA, and IGETC 2A. Includes DE addendum. 1st reading 10-03-23. Amy motioned to approve, Cathy seconded; motion approved. New course and new DE addendum approved.
- Chassis Specialist, Certificate of Achievement (18.5 units) Fall 2024
New credit certificate. 1st reading 10-03-23.
- Engine Performance Specialist, Certificate of Achievement (23.5 units) Fall 2024
New credit certificate. 1st reading 10-03-23.
- Jeanette motioned to approve, Matt seconded; motion approved. Chassis Specialist and Engine Performance Specialist Certificate of Achievements approved.

CURRICULUM – FIRST READINGS

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

DANC G235 – Modern Dance Ensemble (2 units)	Fall 2024
Revisions: lecture hours, lab hours, contact hours, study non-contact hours, catalog description, prerequisites, general education status, support course status, required for degree or certificate, SLOs, course objectives, methods of instruction, course assignments, methods of evaluation, and textbooks. To 2nd reading.	
DANC G245 – Performance Ensemble (2 units)	Fall 2024
Revisions: lecture hours, lab hours, contact hours, study non-contact hours, catalog description, prerequisites, 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. To 2nd reading.	
DANC G260 – Dance Production and Performance (2 units)	Fall 2024
Revisions: formerly Dance Production And Performance (capitalized “A”), lecture hours, lab hours, contact hours, study non-contact hours, catalog description, prerequisites, general education status, support course status, required for degree or certificate, SLOs, course objectives, methods of instruction, course assignments, methods of evaluation, and textbooks. To 2nd reading.	
THEA G001N – Theater Performance and Production (108 hours)	Fall 2024
New noncredit course. To 2nd reading.	
MUS G002N – Symphonic Band for Lifelong Learners (54 hours)	Fall 2024
New noncredit course. To 2nd reading.	
ACCT G101 – Financial Accounting (4 units)	Fall 2024
Revisions: required for degrees and certificate, SLOs, lecture content, and textbooks. Includes updated DE addendum. To 2nd reading.	
ACCT G102 – Managerial Accounting (4 units)	Fall 2024
Revisions: catalog description, required for degree or certificate, SLOs, course objectives, lecture content, methods of evaluation, and textbooks. Includes updated DE addendum. To 2nd reading.	
ACCT G110 – Payroll Accounting and Taxation (3 units)	Fall 2024
Revisions: required for degree or certificate, lecture content, and textbooks. Includes updated DE addendum. To 2nd reading.	
PSCI G185 – Comparative Politics (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. To 2nd reading.	
ART G138 – Women in Art (3 units)	Fall 2024 2025
New course. Includes new DE addendum. To 2nd reading. Submit for UCTCA; CSUGE Area C1; IGETC Area 3A; Local GE Area C.	
ART G145 – Exhibition Design (3 units)	Fall 2024
Revisions: formerly known as Art Gallery Exhibition and Portfolio Design, catalog description, SLOs, course objectives, lecture content, laboratory content, methods of instruction, course assignments, methods of evaluation, and textbooks. To 2nd reading.	
ART G167 – Fiber Arts 1 (3 units)	Fall 2024
New course. To 2nd reading. Submit for C-ID ARTS 282; AAM (CSU Fresno ART 70 Crafts); UCTCA; CSUGE Area C1; Local GE Area C.	
KIN G281 – Prevention and Care of Athletic Injuries (3 units)	Fall 2024
Revisions: catalog description, assigned disciplines, required for degree or certificate, SLOs, course objectives, lecture content, methods of instruction, reading assignments, methods of evaluation, and textbooks. Includes new DE addendum. To 2nd reading.	
LIBR G120 – Researching in the Digital Age (1 unit)	Fall 2024
Revisions: formerly known as Libraries and the Internet, catalog description, 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 2nd reading.	

MATH G098N – Support for Calculus 1 (36 hours)
New noncredit course. Includes new DE addendum. [To 2nd reading.](#)

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MATH G099N – Support for Calculus 2 (36 hours)
New noncredit course. Includes new DE addendum. [To 2nd reading.](#)

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TABLED / ON HOLD ITEMS

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.