



Council for Curriculum and Instruction Minutes

December 5, 2023

3:00 pm – 4:58 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
John Kasabian	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
Farzane Farazdaghi, Faculty of Global Studies
Collette Hausey, Faculty of Music
Melissa Jauregui, Program Support Specialist
Heather Kelley, Faculty of Communication
<i>Noah Levin, Faculty of Philosophy</i>
<i>Phuong Nguyen, Faculty of Nursing</i>
Teresa Nguyen, Faculty of ESL
<i>Jason Sheley, Faculty of Philosophy</i>
<i>Aleksandra Uchlik, Faculty of Accounting</i>

PRELIMINARY MATTERS

1. Call to order
2. Welcome guests
3. Approval of the agenda and minutes
 - a. Agenda – December 5, 2023 Amy motioned to approve, Veronica seconded; motion approved; December 5 Agenda approved.
 - b. Minutes – November 7, 2023 Nicole motioned to approve, Matt seconded; motion approved; November 7 Minutes approved.
 - c. ~~Minutes – November 21, 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. Workgroups call outs
 - CPL / work experience 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
6. Announcements
 - a. Technical Review for December 12, 2023 is cancelled and will resume on January 30, 2024 to be considered for the February 6, 2024 CCI Agenda

- b. Jerry Castillo last CCI - Happy Retirement! You will be missed! Hello, Nicole Diamond, new Articulation Officer!

CONSENT ITEMS *(Voting items)*

- Cristian motioned to approve, Amy seconded; motion approved. Consent items approved.*
1. PHIL G150 – Political Theory (3 units) Fall 2024
Revisions: **formerly Political Philosophy**, catalog description, resubmit C-ID POLS120, general education status, support course status, required for degrees or certificate, SLOs, course objectives, lecture content, methods of instruction, course assignments, methods of evaluation, and textbooks. Includes updated DE addendum.
 2. ETHS G255 – Intercultural Communication (3 units) Fall 2024
Revisions: resubmit for CSU GE Area C2, submit Area F, retain Area D; IGETC Area 3B, 7, and retain Area 4, UCTCA; assigned disciplines, required for degree or certificate, SLOs, course objectives, lecture content, course assignments, methods of evaluation, and textbooks. Includes updated DE addendum.
 3. MATH G140 – Business Calculus (4 units) Fall 2024
Revisions: catalog description and prerequisites.
 4. MATH G140S – Business Calculus with Support (6 units) Fall 2024
Revisions: prerequisites.

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

1. Articulation report – Jerry Castillo *The AO report was reviewed.*
2. Chairs report – Monica Jovanovich and Gary Kirby *Nothing to report.*
3. VPI report – Kay Nguyen *Nothing to report – “have a nice break!”*
4. Special reports – *Nothing to report.*

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

The committee has agreed to discuss curriculum items until 4:40 p.m. and then come back to continuing discussion items as there are a large number of curriculum items to review and approve.

1. Process of adding courses to local GE pattern* – Nicole Diamond (10-03-23; 10-17-23; 11-07-23). GWC should see if there are courses that align with the sister colleges. Discussion will be brought back in the February meeting, pending email from Melissa to elaborate the process with aligning curriculum with sister colleges.
2. Qualifications for 2nd readings in technical review and consent* - Gary Kirby (11-07-23). Amy moved to approve, John seconded; **motion approved. Policy approved; Matt abstained.**

NEW DISCUSSION ITEMS *(* = voting item)*

1. Update local GE pursuant to Title 5 Ed. Code* – Nicole Diamond *Area E is offered to dual enrollment, KIN and HLED are the highest courses taken by dual enrollment students. Diversity requirement may be replaced with Area F. Curriculum alignment taskforce will meet to continue discussions.*

PROGRAM PROPOSALS *(maximum of 10 minutes total)*

CURRICULUM – SECOND READINGS *(Voting items)*

ESL G086 – Academic Writing for Multilingual Students 1 (4 units) Fall 2024
Revisions: **formerly ESL G095**, catalog description, basics skills, levels below transfer, course objectives, and methods of evaluation. **Includes updated DE addendum (11-07-23; 11-21-23).**

ESL G087 – Academic Writing for Multilingual Students 2 (5 units) Fall 2024
Revisions: **formerly ESL G105**, catalog description, grading policy, transfer status, basic skills, levels below transfer, required for degree or certificate, course objectives, lecture content, reading assignments, methods of evaluation, and textbooks. **Includes updated DE**

addendum (11-07-23; 11-21-23).

ESL G088 – Academic Writing for Multilingual Students 3 (5 units) Fall 2024
Revisions: **formerly ESL G115**, catalog description, credit status, transfer status, basic skills, levels below transfer, required for degree or certificate, SLOs, course objectives, lecture content, methods of evaluation, and textbooks. **Includes updated DE addendum (11-07-23; 11-21-23).**

ESL G078 – Academic Reading for Multilingual Students 3 (3 units) Fall 2024
New course. **Includes new DE addendum. (11-07-23; 11-21-23).**

The committee has agreed not to review DE addenda for all proposals as Gary has already reviewed them beforehand. Jeanette motioned to approve, Veronica seconded; motion approved to approve ESL G086, ESL G087, ESL G088, and ESL G078 as block with the updated and new DE addenda; **motion approved. ESL courses above approved.**

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. (1st reading 10-17-23; 11-21-23).** Ayesha motioned to approve, Cristian seconded; **motion approved. Course revisions approved.**

NURS G060N – Certified Nurse Assistant (60 hours) Fall 2024
New noncredit course. **Includes new DE addendum. (11-07-23; 11-21-23).**

NURS G061N – Certified Nurse Assistant ~~Lab~~ Practicum (100 hours) Fall 2024
New noncredit course. (11-07-23; 11-21-23).

Certified Nurse Assistant, Certificate of Completion (160 hours) Fall 2024
New noncredit certificate. (11-07-23; 11-21-23).

Matt motioned to approve NURS G060N, NURS G061N, and new noncredit certificate as a block, Cathy seconded; motion approved. NURS G060N, NURS G061N, and new noncredit certificate approved.

ENGL G275 – British Literature Since 1800 (3 units) Fall 2024
Revisions: catalog description, prerequisites, general education status, support course status, SLOs, course objectives, lecture content, methods of instruction, course assignments, methods of evaluation, textbooks, and library. **Includes new DE addendum. (11-07-23).** Cathy motioned to approve, Jodie seconded; **motion approved. Course revisions approved.**

Gender and Queer Studies, Certificate of Achievement (12 units) Fall 2024
New certificate. (11-07-21).

Sociology, Associate in Arts Degree for Transfer (18-20 units) Fall 2024
Revisions: catalog description, PLOs, career opportunities, removed required core SOC G200 and PSYC G280; add required core SOC G125 and MATH G160S; remove List A ANTH G200, add List A SOC G200, SOC G160, ETHS G133, ETHS G134, and ETHS G111; remove List B SOC G115, GEOG G185, ANTH G100, PSCI G100, GLST G101, ECON G110, PHIL G100, GEOG G100, and GLST G100; add List B SOC G135, ETHS G135, SOC G136, ETHS G136, SOC G137, ETHS G137, SOC G101, ETHS G101, PSCI G103, ETHS G103, ECON G135, and PHIL G111. (11-07-21).

Jeanette motioned to approve Gender and Queer Studies, Certificate of Achievement and Sociology, Associate in Arts Degree as a block, Matt seconded; motion approved. Gender and Queer Studies, Certificate of Achievement and Sociology, Associate in Arts Degree approved.

GLST G100 – Global Citizenship (3 units) Fall 2024
Revisions: catalog description, **resubmit for CSU GE Area D and IGETC Area 4**, required for degrees and certificates, SLOs, course objectives, lecture content, course assignments, methods of evaluation, and textbooks. **Includes updated DE addendum. (11-21-23).**

Veronica motioned to approve, Ashley seconded; motion approved. Course revisions approved.

CMST G255 – Intercultural Communication (3 units) Fall 2024
Revisions: catalog description, **resubmit for CSU GE Area C2 and F, retain D; resubmit IGETC Area 7 and retain area 4**, required for degree or certificate, SLOs, course objectives, lecture content, course assignments, methods of evaluation, and textbooks. **Includes updated DE addendum.** 1st reading 11-21-23.

Communication Studies 2.0, Associate in Arts Degree for Transfer (18 units) Fall 2024
Revisions: catalog description, PLOs, and add List B ETHS G255. 1st reading 11-21-23.

John motioned to approve CMST G255 and Communication Studies 2.0, Associate in Arts Degree for Transfer as a block, Amy seconded; motion approved. CMST G255 and Communication Studies 2.0, Associate in Arts Degree for Transfer approved.

Engine Performance and Emissions Specialist, Associate in Science Degree (32 units) Fall 2024
~~New certificate of achievement.~~ **New associate in science degree.** 1st reading 11-21-23.

Smog Technician Specialist, Certificate of Achievement (24 units) Fall 2024
New certificate of achievement. 1st reading 11-21-23.

Amy motioned to approve Engine Performance and Emissions Specialist, Associate in Science Degree and Smog Technician Specialist, Certificate of Achievement as a block, Cristian seconded; motion approved. Two new programs approved.

PHIL G100 – Introduction to Philosophy (3 units) Fall 2024
Revisions: catalog description, required for degrees and certificates, SLOs, course objectives, course assignments, methods of instruction, methods of evaluation, and textbooks. **Includes updated DE addendum.** 1st reading 11-21-23.

PHIL G115 – Logic and Critical Thinking (3 units) Fall 2024
Revisions: catalog description, **retain CSU Area A3 and submit C2; submit IGETC 3B**, SLOs, course objectives, lecture content, methods of instruction, course assignments, methods of evaluation, and textbooks. **Includes updated DE addendum.** 1st reading 11-21-23.

MKTG G135 – Retail Management (3 units) Fall 2024
Revisions: catalog description, required for degrees and certificates, SLOs, course objectives, lecture content, methods of instruction, course assignments, methods of evaluation, and textbooks. **Includes updated DE addendum.** 1st reading 11-21-23.

SPAN G280 – Intermediate Spanish 1 (4 units) Fall 2024
Revisions: catalog description, **resubmit for CSU GE Area C2; UCTCA; IGETC 3B, 6A**, remove prerequisites, SLOs, course objectives, lecture content, methods of evaluation, and textbooks. **Includes updated DE addendum.** 1st reading 11-21-23.

SPAN G285 – Intermediate Spanish 2 (4 units) Fall 2024
Revisions: catalog description, **resubmit for CSU GE Area C2; UCTCA; IGETC 3B, 6A**, added prerequisite, SLOs, lecture content, methods of evaluation, and textbooks. **Includes updated DE addendum.** 1st reading 11-21-23.

World Language, Associate in Arts Degree (18 – 20 units) Fall 2024
Revisions: catalog description, PLOs, add SIGN G010, SPAN G160, SPAN G165, and SPAN G200, decrease total units from 19 – 21. 1st reading 11-21-23.

CURRICULUM – FIRST READINGS

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

MUS G145 – Basic Voice (2 units) Fall 2025
Revisions: catalog description, required for degrees or certificates, SLOs, course objectives, lecture content, methods of instruction,

course assignments, methods of evaluation, and textbooks. [Hold](#).

MUS G146 – Intermediate Voice (2 units)

Fall 2025

Revisions: catalog description, SLOs, course objectives, lecture content, methods of instruction, course assignments, methods of evaluation, and textbooks. [Hold](#).

MUS G147 – Advanced Voice (2 units)

Fall 2025

Revisions: catalog description, advisories, grading policy, SLOs, course objectives, lecture content, methods of instruction, course assignments, methods of evaluation, and textbooks. [Hold](#).

BUS G130 – Introduction to Business Writing (3 units)

Fall 2025

Revisions: catalog description, remove advisory, required for degrees and certificates, SLOs, course objectives, lecture content, course assignments, and textbooks. **Includes updated DE addendum.** [To 2nd reading.](#)

Art, Associate in Arts Degree (18 units)

Fall 2025

Revisions: catalog description, PLOs, career opportunities, add electives ART G123, ART G138, and ART G139. [To 2nd reading.](#)

Art History, Associate in Arts Degree for Transfer (18 units)

Fall 2025

Revisions: catalog description, PLOs, career opportunities, add required core ART G103, ART G127, ART G128; add List A ART G104, ART G105, ART G106, ART G123, ETHS G123, ART G128, ART G129, ART G138, ART G139; add List B ART G108, ART G160; remove List C ART G104, ART G129. [To 2nd reading.](#)

Studio Arts, Associate in Arts Degree for Transfer (18 units)

Fall 2025

Revisions: PLOs, career and opportunities, List B add ART G143. [To 2nd reading.](#)

Support for Calculus, Certificate of Competency (72 hours)

Fall 2024

New noncredit certificate. [To 2nd reading.](#)

MATH G287 – Introduction to Abstract Mathematics (4 units)

Fall 2025

New course. **Submit for AAM, Local GE Area B4, CSU GE Area B4; UCTCA; IGETC Area 2A.** [To 2nd reading.](#)

ACCT G120 – QuickBooks Accounting I (2 units)

Fall 2025

Revisions: **formerly ACCT G235; QuickBooks Pro for Accountants**, units, lecture hours, total contact hours, study non-contact hours, total hours, catalog description, SAM, 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.](#)

ACCT G121 – QuickBooks Accounting II (2 units)

Fall 2025

New course. **Includes new DE addendum.** [To 2nd reading.](#)

HIST G145 – History of Africa (3 units)

Fall 2025

New course. **Includes new DE addendum. Submit for Local GE Area C and D; CSU GE Area C2 and D; UCTCA; IGETC Area 3B and 4.** [To 2nd reading.](#)

HIST G190 – Black and African American History (3 units)

Fall 2025

New course. **Includes new DE addendum. Submit for Local GE Area C and D; CSU GE Area US1, D, and F; UCTCA; IGETC Area 4 and 7.** [To 2nd reading.](#)

TABLED / ON HOLD ITEMS

1. Offering outdated courses – Kay Nguyen ([10-03-23](#); [10-17-23](#)).
2. [Trying to go with the Workflow!](#) – Monica Jovanovich, Gary Kirby, and Charissa McCord

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.