

CUYAMACA COLLEGE

CURRICULUM, GENERAL EDUCATION AND ACADEMIC POLICIES AND PROCEDURES COMMITTEE

Minutes of September 3, 2024

CO-CHAIRS: Jane Gazale, Jeanie Machado Tyler
MEMBERS: Roula Aoneh, Annalinda Arroyo, Josh Eggleton, Josue Franco, Lauren Halsted, Aseel Hanna,
 Tania Jabour, Richard Jimenez, Jonathan Martin, Laura Ratto, Vivi Ricardez Veasey,
 Karen Sumek, Kelly Togerson, Christopher Torres, Laurie Woods
EX-OFFICIO: Anthony Campbell, George Dowden, Tammi Marshall, Agustin Orozco, Marissa Salazar,
 Rita Ghazala

RECORDER/MINUTES: Julie Kahler/Aiden Lovewell

GUESTS: Bri Hays, Nicole Hernandez, Moriah Gonzalez-Meeks, My-Linh Dao, Rachel Jacob-Almeida, Anthony Griffen, Khristyn Pamintuan, Jonathan Ng

APPROVAL OF MINUTES of May 7, 2024: Woods/Arroyo to approve: 14 Yes, 0 No, 2 Abstentions.

ACTION ITEMS: Adoption of the Consent Calendar:

- ◆ **ESL 1 AG, 1BG, 050G:** Deactivation
- ◆ **GD 122:** Addition, Assign to Discipline/s, Distance Education, SLOs
- ◆ **PDSS 080, 090, 092:** Deletions
- ◆ **Local GE Pattern Proposal #1:** Addition
Local GE Pattern Proposal #2: Addition

Torres/Martin to approve consent calendar minus the pulled items: 15 Yes, 0 No, 1 Abstention.

Pulled from Consent Calendar:

GD 122: Addition, Assign to Discipline/s, Distance Education, SLOs

Jane Gazale gave an update on the GD 122 addition. Several recommendations were made to this course including formatting changes, the SLOs, and course content. Tom reversed the stand alone aspect and made the course open to be included in a certificate in order to boost interest and enrollment.

Jabour/Aoneh to approve GD 122: 15 Yes, 0 No, 1 Abstention.

Local GE Pattern Proposal #1: Addition

Local GE Pattern Proposal #2: Addition

Jane Gazale reviewed the Local GE Proposals Pattern #1 and #2. This was brought as an information item and therefore must be put on the consent calendar, however, additional edits were made since the first round and will be pulled for further discussion. The propositions will return at the next curriculum meeting for a vote.

Proposal #1 meets the state required amount of units and has an added lab component to area 5. Area 7 is comprised of 7a (3 units) and 7b (1-3 units). Proposal #1 will have a range of 26-36 total units. Nothing has changed for this proposal since the last meeting. Josh Franco asked if it is possible to split area 3, arts and humanities, into a separate 3a for arts and 3b for humanities to mirror CALGETC sub-areas. Tania noted that splitting 3 up into 3a and 3b could be confusing to students and keeping it as one area would be clearer. Josh also asked if this is the format students will see. Jane explained that yes this will be the general format of what the students will see after a proposal has been approved and the format vetted through areas like Counseling Services. Moriah asked what classes would be going in 7a and 7b, or if there are additional courses being added to this area. Jane noted the next step after the approval of a GE proposal will be to decide what goes in each area. Josh asked if there is a general consensus of how we will decide what will go into these areas. Jane explained that this will be a curriculum decision and go through normal curriculum process. Vivi noted that we will use the already established criteria and then build from there. This proposal #1 aligns with Grossmont's GE proposal.

Proposal #2 has some updates. The GE task force went back and edited area 7 and area 8. Areas 1-7 are the same as proposal #1 and area 8 will accommodate the disciplines that feel as though they are losing enrollment or would like options for students to explore courses. The condition being that students would have to choose one course in a discipline not already completed. This would bring the total units to a range of 29-41 units. Kelly asked why only areas 3, 4, and 5 are included in the area 8 criteria and not any other areas. Annalinda explained that this is to introduce non-core courses. Moriah also noted the number of disciplines and courses in 3, 4, and 5 are much more extensive. Josh noted that these three areas cover the Liberal Arts of education and believes including these is essential to creating well-rounded students. The curriculum committee discussed changing the units in 7b from 1-3 units to 2-3 units on both proposals. Jane explained that we are at the end of the process and it cannot be changed now. These will come for a vote as-is, and further discussions can come later. Christopher

noted that the goal is to put the students first and commended the task force for doing this work. Moriah noted we should be having discussions around unit waivers because that could affect voting on these proposals as well. Jonathan noted we haven't seen any data on students shopping around for the lowest units as mentioned by some curriculum members. Richard shared the GE task force report from the August 23rd meeting. The report addresses the meetings and work of the GE task force. Annalinda asked, in regards to the high-unit waiver, if there is a list of what would be considered a high-unit degree and would it be fair to consider these to be automatically included in a high-unit waiver. Josh Franco sent a link with some relevant information back in May to reference.

Jane reviewed the extensive process and timeline for these proposals. Josh inquired as to what the process would be if Academic Senate decided to vote down the proposal curriculum sends them. Jane noted that if the Academic Senate returns or votes down an item from curriculum it would need to be a super-majority vote. These proposals will come back to curriculum at the next meeting for a vote.

Motion to modify proposals to add verbiage for high-unit waivers later in the Local GE process: Martin/Franco:
9 Yes, 9 No, 0 Abstentions. No Action. Option to revisit the waiver in the future was discussed.

INFORMATION ITEMS:

- ♦ **ART 184, 243:** Addition, Assign to Discipline/s, Content Review, SLOs
Art-Animation (Associate in Arts): Addition, PLOs
Art-Illustration, Design, and Digital Arts (Associate in Arts): Addition, PLOs
Art-Drawing and Painting (Associate in Arts): Modification
 Josh Eggleton reviewed the addition and modifications for Art. Josh discussed the addition of ART 184, the first of 2 courses being added. This course is already offered at Grossmont as Introduction to Animation and we'd like to adopt this course and add it to our offerings. Julie reminded curriculum we are supposed to have similar criteria on course content and Grossmont feels as though there were too many changes made to the Cuyamaca version. There might need to be a broader discussion on this particular course between the colleges. Tania recommends seeing if the chair at Grossmont likes Josh's revision and would be willing to potentially adopt it. Josh will follow up with Grossmont. Josh explained the ART 243 addition is a transfer-level perspective drawing class. Two degree additions and a modification are also being proposed that have similar core courses. After the core courses, each degree has a separate path for completion. Art-Drawing and Painting requires a modification to incorporate printmaking. Reviewed and forwarded for action.
- ♦ **Cisco Network Professional (Certificate of Specialization):** Deletion
 Julie Kahler reviewed the deletion of the Cisco Network Professional Certificate of Specialization. This is administrative cleanup. This certificate of specialization was removed from the 2024-2025 catalog. All of the Cisco courses were deleted prior to the specialization coming forward. There would have been a blank certificate with no courses if left in the catalog. Reviewed and forwarded for action.
- ♦ **ED 200:** Review
 Nicole Hernandez reviewed the changes to ED 200. Updates to the textbooks. Reviewed and forwarded for action.
- ♦ **ENGR 103, 225:** Distance Education
 Jane Reviewed the distance educations proposals for ENGR 103 and 225. This proposal is to create online classes for both of these courses in all three modalities. Reviewed and forwarded for action.
- ♦ **OH 151:** Review
 Jane Gazale reviewed OH 151. Tech review recommended including the most recent textbook under the required example. The course content was found to be too thin and would need to be fleshed out more to be approved. This is on the Five Year Curriculum Review Cycle and will need to be worked on and resubmitted before the next meeting to be approved and available for continued offering. Julie Kahler will followup on the status of the modification. Reviewed and forwarded for action.
- ♦ **PDSS 081:** Modification, SLOs
PDSS 085: Review
 My-Linh Nguyen reviewed the changes to PDSS 081 and 085. These were due for curriculum review and the changes are mostly textbook changes. For PDSS 081, several edits are being made to update the language to align better with assessment. PDSS 085 has an updated required textbook. Reviewed and forwarded for action.
- ♦ **POSC 120:** Modification, SLOs
POSC 121, 124, 130, 140, 170: Modification
 Josh Franco reviewed the changes to POSC 120 and to POSC 121, 124, 130, 140, and 170. Minor changes to SLOs, method of evaluation, course content, and more. POSC 130 course content was fleshed out more by request of the curriculum technical review committee to help make others aware of what the course is offering. Josh explained that the

requested changes have been made and noted that he believes the course content was fine as-is. Jane explained that expanding on the course content helps everyone reading our courses better understand what they would be teaching as instructors or learning as students. Reviewed and forwarded for action.

◆ **WEX 110: Modification, SLOs**

My-Linh Nguyen reviewed the changes to WEX 110. This course is being revamped to align with current courses. Changes are being made to course content, course objectives, and SLO language. There is no Required Text and References required example for this course as of now. My-Linh is turning in a reference she found. Reviewed and forwarded for action.

OTHER:

◆ Work Experience Education (WEE) Changes

◆ Goals for the Curriculum Year (Continued)

- Curriculum Software Management System
 - CIM (CourseLeaf Curriculum Inventory Management)
- Streamline and digitize curriculum process
- Continue to refine our processes with a lens of diversity, equity, and inclusivity

◆ Chairs Report

- Fall 2024 Curriculum Committee Training
- Fall 2024 Curriculum Updates

◆ Dates:

- Curriculum proposals for the 2025-2026 curriculum year from faculty, and deans are due to the Instructional Operations Supervisor by the end of the day Wednesdays on the following dates:
 - August 21, 2024
 - September 4, 2024
 - September 18, 2024
 - October 4, 2024
 - October 2, 2024
 - October 16, 2024 (Last submittals for the December board packet)
 - November 6, 2024
 - *March Board packet deadline TBA
- August 21, 2024: The deadline date for faculty to turn in curriculum to meet the October 2024 Board Packet.
- October 1, 2024: Notification of the intention to delete a program must be sent to the Instructional Operations Supervisor of each year. This requirement is to prepare for the next year's student application for the major.
- October 16, 2024: The deadline date for faculty to turn in Curriculum to meet the December Board Packet and;
 - Modifications for transfer degrees (ADTs) are due by the December Board Packet deadline.
 - To ensure the deadlines for Curriculum Committee and Governing Board approval can be met, as well as being mindful of the Articulation timeline, course deactivations and deletions should be submitted as early as possible in the fall semester and by the December board packet deadline.
 - Transfer GE for the next calendar year must be approved at the last meeting in fall for the next calendar year 2025-2026. Proposal deadline to turn in is October 16, 2024.
 - Course numbering changes are to be turned in by the December Board packet deadline.
- *March Board packet deadline TBA: When the Governing Board sets the meeting dates and deadlines for the 2025 year, this will be updated.
 - Course additions should be submitted as early as possible in the fall semester; however, the window will extend to the beginning of the spring semester by the March board packet deadline.
 - Program modifications intended to add the new courses are recommended to be submitted at the same time as the course addition.

◆ Articulation Timeline (GE approvals):

- The Articulation Officer determines if courses are CSU transferable.
- Courses are submitted for UC transferability once per year between August 1st – August 25th.

- UC transferability decisions are typically returned no later than October (following submission).
 - Any UC transferability approvals would be effective in the semester we gain approval (courses submitted August 2024 will be effective fall 2024, if approved).
- Courses that were approved as UC transferable can be submitted in December of each year to be approved for Cal-GETC
 - Only Curriculum Committee approval of COR is needed, not Board.
 - Cal-GETC decisions are typically returned in May and go into effect the following fall semester (courses submitted in December 2024 will be effective fall 2025).