

CUYAMACA COLLEGE

CURRICULUM, GENERAL EDUCATION AND ACADEMIC POLICIES AND PROCEDURES COMMITTEE

Minutes of September 17, 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, Marisol Thayre, 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: Natalia Sigala, Joan Rettinger, Raquel Jacob-Almeida, Moriah Gonzalez-Meeks, Nicole Hernandez, Amy Huie, Karla Gutierrez

APPROVAL OF MINUTES of September 3, 2024: *Martin/Eggleton* to approve: 16 Yes, 0 No, 1 Abstention.

ACTION ITEMS: Adoption of the Consent Calendar:

- ♦ **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
- ♦ **Cisco Network Professional (Certificate of Specialization):** Deletion
- ♦ **ED 200:** Review
- ♦ **ENGR 103, 225:** Distance Education
- ♦ **OH 151:** Modification
- ♦ **PDSS 081:** Modification, SLOs
PDSS 085: Review
- ♦ **POSC 120:** Modification, SLOs
POSC 121, 124, 130, 140, 170: Modifications
- ♦ **WEX 110:** Modification, SLOs
- ♦ **Local GE Pattern Proposal #1:** Addition
Local GE Pattern Proposal #2: Addition

Ricardez Veasey/Arroyo to approve consent calendar minus the pulled items: 18 Yes, 0 No, 0 Abstentions.

Pulled from Consent Calendar:

POSC 121: Modification, SLOs

Josh Franco explained that AB 1111 has POSC 121 going through the template process so instead of approving the modifications we will table it until the proposal comes back with the CCN (Common Course Numbering) requirement.

OH 151: Modification

Amy Huie discussed the changes to OH 151. She explained that the textbook needed to be updated. The committee recommended adding more information to the course content. The requested changes have been made and OER is being worked on for this course.

Arroyo/Jabour to approve the pulled consent calendar item OH 151: 18 Yes, 0 No, 0 Abstentions.

Local GE Pattern Proposal #1: Addition

Local GE Pattern Proposal #2: Addition

Jane Gazale displayed both proposals and reviewed the Local GE Proposals with the committee to answer any questions. This proposal will be in the next curriculum packet and will move to senate for the November board packet.

Vote to approve either proposal #1 or proposal #2: *Arroyo/Martin*:

Eighteen (18) votes cast with ten (10) needed for quorum. Local GE proposal #1 received twelve (12) votes. Local GE proposal #2 received four (4) votes. Two (2) votes cast as abstentions.

INFORMATION ITEMS:

- ♦ **ART 121, 129, 135, 220, 221, 222, 230, 231, 232, 233, 235, 236, 241, 242:** Review, SLOs
Josh Eggleton reviewed the changes to these art courses. He explained that the changes are mostly textbook and SLO updates, minor spelling corrections, and rewording some language for inclusivity. Jane noted that in curriculum review there was discussion around bulking up the course content. Josh explained that this work requires collaboration with Grossmont for alignment and that can be very complicated but it is being worked on nevertheless. Reviewed and forwarded for action.
- ♦ **CD 124:** Modification
CD 126: Modification, Content Review
CD 106, 130, 132, 143: Review
Nicole Hernandez reviewed the changes to the CD courses. She explained that CD 124 is having textbook, exit skills, and minor course description updates. A prerequisite course is being added to CD 126 as well as added entrance skills and updated textbooks. CD 106, 130, 132, 143 are all receiving textbook updates. Reviewed and forwarded for action.
- ♦ **CIS 120:** Modification, SLOs
CIS 170: Modification
Jane Gazale reviewed the changes to the CIS courses. CIS 120 is being updated to reflect the current version of the software being used as well as language clean up. Josh Franco recommended adjusting the language to clarify the prep, payment, and preparation for the certification. CIS 170 is receiving language and textbook updates. Reviewed and forwarded for action.
- ♦ **ES 008A, 248:** Review
ES 008BC: Review, SLOs
Laura Ratto reviewed the changes to ES courses. She explained that ES 008ABC are receiving textbook additions. ES 008BC are receiving language updates to reflect the intermediate and advanced levels respectively. For ES 248 there is a textbook addition so the course can be offered in the spring. Reviewed and forwarded for action.
- ♦ **GD 125:** Review, SLOs
Jane Gazale reviewed the changes to GD 125. The textbook and SLOs are being updated. Tania Jabour helped Tom Bugzavich with the SLO language to eliminate redundancies. Reviewed and forwarded for action.
- ♦ **PARA 120, 130, 132, 140:** Review SLOs
Joan Rettinger reviewed the changes to these PARA courses. These are coming to curriculum for their five-year curriculum review updates and include updates to textbooks and SLOs as well as incorporation of work-based learning outcomes where possible. Reviewed and forwarded for action.
- ♦ **SPAN 141, 145:** Review
Karla Gutierrez reviewed the changes to these SPAN courses. Updates to textbooks. Jane explained that these two courses came to curriculum last semester without any textbooks and they needed to be brought back with textbooks. Karla intends to request funding for OER for these two courses. These new textbooks will remain until those resources are obtained. Reviewed and forwarded for action.

OTHER:

- ♦ Work Experience Education (WEE) Changes
- ♦ CCN Template (first six)
- ♦ 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 2, 2024: Six CCN course outlines due to curriculum
 - October 8, 2024: Governing Board to review and approve October Board packet
 - October 15, 2024: Six CCN course outlines up for curriculum vote for November Board packet
 - 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.
 - November 12, 2024: Governing Board to review and approve November board packet.
 - *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.
 - December 17, 2024: Governing Board to review and approve December board packet.
- ◆ 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).