CUYAMACA COLLEGE

CURRICULUM, GENERAL EDUCATION AND ACADEMIC
POLICIES AND PROCEDURES COMMITTEE

Minutes of November 19, 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, ☑ 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: Scott Herrin

APPROVAL OF MINUTES of November 5th, 2024: *Martin/Ricardez Veasey* to approve: 12 Yes, 0 No, 0 Abstentions.

ACTION ITEMS: Adoption of the Consent Calendar:

♦ **ART 224, 225:** Deactivations
  Art and Design (Associate in Arts): Modification, PLOs

♦ **BIO 115:** Deactivation
  Biology for Transfer (AS-T): Modification, PLOs
  Biological Sciences: Pre-Allied Health (Associate in Science): Modification, PLOs

♦ **CIS 125:** Review

♦ **COMM 145:** Modification

♦ **ENGR 101:** Addition, Assign to Discipline/s, Distance Education, GE (Area 3), SLOs
  ENGR 119, 182, 199: Review
  ENGR 218, 230: Modification
  Civil Engineering (Associate in Science): Modification

♦ **ES 121:** Modification, Distance Education, Cal-GETC (Area 4)
  ES 012, 024C, 060C, 076C, 175C: Audit Policy

♦ **ESL 2A, 2B, 050G:** Deactivations
  ESL Pathway Behavioral and Social Sciences (Certificate of Achievement): Addition, PLOs
  ESL Pathway Business and Professional Studies (Certificate of Achievement): Addition, PLOs
  ESL Pathway Culture, People, and Ideas (Certificate of Achievement): Addition, PLOs
  ESL Pathway Environmental and Applied Technology (Certificate of Achievement): Addition, PLOs
  ESL Pathway Health Sciences (Certificate of Achievement): Addition, PLOs
  ESL Pathway Language and Communication (Certificate of Achievement): Addition, PLOs
  ESL Pathway STEM (Certificate of Achievement): Addition, PLOs
  ESL Pathway Visual and Performing Arts (Certificate of Achievement): Addition, PLOs

♦ **ETHN 162:** Addition, Assign to Discipline/s, Cal-GETC (Area 6), GE (Area 6), SLOs
  ETHN 120: Modification, Cal-GETC GE (Area 6), SLOs
  ETHN 145: Modification, Cal-GETC GE (Area 4, 6), SLOs

♦ **GEND 119:** Addition, Assign to Discipline/s, GE (Area 4), SLOs

♦ **HED 201, 202, 203:** Modifications, SLOs

♦ **PARA 250:** Review, SLOs

♦ **PSY 119, 121:** Addition, Assign to Discipline/s, Distance Education, Cal-GETC (Area 4), GE (Area 4), SLOs

♦ **SCI 100:** Deletion

♦ **SURV 100:** Addition, Assign to Discipline/s, SLOs
  SURV 101, 102: Additions, Assign to Discipline/s, Content Review, SLOs
  SURV 218: Modification
  Unmanned Aerial System (Drone) Technologies (Certificate of Specialization): Addition, PLOs

♦ **ADTs (AB 928, AB 1111):** Modifications

♦ **Work Experience Education:** Modifications

Woods/Eggleton to approve consent calendar minus pulled items: 13 Yes, 0 No, 0 Abstentions.

Pulled from consent calendar:

Biological Sciences: Pre-Allied Health:
Jane Gazale covered the edits needed after the previous meeting, pointing out that we updated the new CCN course titles. Reviewed and forwarded for action.

ENGR 101:
Civil Engineering AS
Jane Gazale indicated Keenan Murray asked for these curriculum items to be pulled to be worked on. We are also pulling the degree modification since the course is not moving forward.

ETHN 162:
Jane Gazale indicated the department is pulling the course for additional edits. Recommended strengthening the course for Cal-GETC area 6 approval.

HED 203:
Scott Herrin covered the HED 203 in-depth, as the committee had questions at the last meeting: context, drug use, misuse, and abuse in society. Go through a variety of drugs. What are the most prevalent drugs being used, viewed from a population standpoint during the course? SLOs have been narrowed down from 7 to 3, combining some language. Scott is not opposed to changing it; he received feedback from curriculum tech and was being told what to change versus receiving recommendations as was done in the past. The term "if any" is in there because there are no psychotherapeutic benefits to certain drugs, in some discussions or quizzes, students will need to differentiate if drugs do or do not have any beneficial effects or if they do or do not have any psychotherapeutic uses. Jonathan noted that we are trying to find neutral language for the SLO to avoid potentially marginalizing students. Scott indicated that identifying the populations is important for the intervention steps. Laurie Woods suggested changing the end of the SLO to "while identifying risk factors of abuse" language. SLO #1 is now moving forward as: Identify the psychotherapeutic benefits and harmful effects of common substances of abuse, while identifying risk factors of abuse. Reviewed and forwarded for action.

Work Experience:
Jane brought up the response from Grossmont regarding CD 133, which is included in the work experience packet. Grossmont expressed concerns that reducing the number of hours would affect students' ability to obtain their CD permits. It could also affect the new MOU with a university. The committee needs to move the hour change forward as the 54 hours per unit cannot be changed due to Title 5. The 2-unit course requires 108 paid or unpaid hours in total. If the permits or other requirements indicate a higher number of hours needed, then the units need to be reviewed by the department later after more research. Reviewed and forwarded for action.

Woods/Torres to approve pulled items moving forward for action: 14 Yes, 0 No, 0 Abstentions.

INFORMATION ITEMS:

♦ **CHEM 142, 231, 232:** Review
  Chemistry (Associate in Science): Modification, PLOs
  Richard Jimenez reviewed the CHEM 142, 231, 231, and Chemistry AS degree changes. Richard spoke with Bob Anness, who indicated that textbooks are mainly being updated. Reached out to Bob after tech review, content is minimal for CHEM 142. This is a CCN phase II course; Jane Gazale suggested that we hold back on making any additional changes to the content until we see the official Common Course Numbering template. The templates stated explicitly what it to be stated in the content. Jane also indicated the phase II templates will be out in early spring. Richard also reviewed the Chemistry degree PLO edits. Reviewed and forwarded for action.

♦ **GEOG 120, 130:** Review
  Jane Gazale reviewed the changes to GEOG 120 and 130. These courses are up for the five-year curriculum review cycle. Reviewed and forwarded for action.
  OTHER:

♦ AP Review:
  AP 4020 (Program, Curriculum, and Course Development)
  AP 4103 (Cooperative Work Experience Education)
  AP 4225 (Course Repetition)
  AP 4427 (Repeatable Courses)

♦ CCN Phase I, Deactivations, & Deletions 2025-2026 Catalog Cleanup: Courses and Programs

♦ DEIA Curriculum Work Group

♦ Goals for the Curriculum Year (Continued)

  • Curriculum Software Management System

    o 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

- New Local GE Area Forms and Courses

- GE-High Unit Waiver, Area Criteria

♦ 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:
  o August 21, 2024
  o September 4, 2024
  o September 18, 2024
  o October 2, 2024
  o October 16, 2024 (Last submittals for the December board packet)
  o November 6, 2024
  o *March Board packet deadline for last submittals January 22, 2025 (Tentative)
- 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;
  o Modifications for transfer degrees (ADTs) are due by the December Board Packet deadline.
  o 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.
  o 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.
  o 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.
- December 17, 2024: Governing Board to review and approve December board packet.
- *January 22, 2025 (Tentative): March Board packet deadline. When the Governing Board sets the meeting dates and deadlines for the 2025 year, this will be updated.
  o 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.
  o Program modifications intended to add the new courses are recommended to be submitted at the same time as the course addition.
  o No other curriculum proposals will be processed for the 2025-2026 catalog after this date.
- 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.
  o UC transferability decisions are typically returned no later than October (following submission).
  o 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
  o Only Curriculum Committee approval of COR is needed, not Board.
  o 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).