

CURRICULUM COMMITTEE MEETING (Thursday, July 24, 2025)*Generated by Armando Barajas on Thursday, July 24, 2025***Members present**

Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Members absent

Richard Cerreto, Christina Shelby

Guests present

Armando Barajas, James Lee

Meeting called to order at 1:32 PM**1. OPENING ITEMS**

Procedural: 1.02 ROLL CALL

2. ANNOUNCEMENT COURSE/REVISION DEVELOPERS MAY COMMENT OF EXPLAIN AGENDA ITEMS**3. PUBLIC COMMENTS TO ACTION ITEMS**

Information: 3.01 Public Comments Related To Action Agenda Items

Information: 3.02 Developers may comment or explain agenda items

4. MINUTES

Action, Minutes: 4.01 Approval of the June 12, 2025 curriculum meeting minutes.

Discussion: Members were asked if they had reviewed the minutes and were reminded that corrections could be brought to a future meeting, if needed.

To approve the June 12, 2025 meeting minutes.

Motion by Lisa Harvey, second by Scott Jones.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Sandy Visser

5. DISCUSSION ITEMS

Discussion, Information: 5.01 TBA

5.01 Implementation Date on Course Outlines:

Discussion: The committee discussed the lack of visibility of implementation dates on Course Outlines of Record (COR), noting that the implementation date is not currently available on the COR. It was agreed that this would be fixed so that the implementation date for deactivations, full revisions, or CCNs would be clearly displayed. The Curriculum/Scheduling Coordinator will place a work order with CurriQunet to address this.

5.02 Curriculum Institute and All-College Day Presentations

Discussion: The Chair shared positive insights from the recent Curriculum Institute with attendees. The Chair requested committee members to prepare short, two to three-minute presentations for All-College Day, focusing on one area they observed. These presentations should be explanations without audio-visual aids, and topics must be submitted in advance to the Chair to avoid duplication. Committee members were advised to be prepared for questions, potentially on any topic such as Common Course Numbering (CCN).

6. ACTION ITEM**Action: 6.01 HMSV Discipline | Placement**

Discussion: The committee discussed the placement of Human Services, a discipline new to California Community Colleges Minimum Qualifications (MQs). The Articulation Officer suggested placing it under Counseling. The Chair clarified that the lack of state-level minimum qualifications makes its placement crucial, as it influences who is most likely to teach it. The chair noted Psychology was suggested by an administrator. After discussion, the consensus was reached to recommend Human Services as its own discipline to the Academic Senate. The committee acknowledged that research on minimum qualifications would be needed, and the specific department it goes into would be determined through negotiation.

to approve HMSV discipline placement as its own discipline

Motion by Jacqueline Stahlke, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Action: 6.02 HE Discipline | Prefix Correction

Discussion: The Chair informed attendees of a correction to change the discipline code from "HE" to "HES" (Heavy Equipment Services), as "HE" was an oversight. Clarification was provided that prefixes can be two, three, or four letters, and only some Common Course Numbering (CCN) phased courses are required to have prefixes set by the statewide Common Course Numbering committee. The change was made to align with the intended HES designation.

to approve prefix correction from HE to HES

Motion by Leslie Huiner, second by Sandy Visser.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Information: 6.03 American Institutions Competency

Discussion: The Chair informed attendees of an error on the agenda for item 6.03. This item was removed as it was approved at the June 12th, 2025 Curriculum Committee meeting on a first read due to timing with the catalog release.

7. ACTION ITEMS - DEGREES

Action: 7.01 None
Discussion: none

8. ACTION ITEMS - CERTIFICATES

Action: 8.01 Basic Electrician Technician - Certificate of Achievement - Program Revision
Discussion: none

To approve program revision

Motion by Scott Jones, second by Lisa Harvey.
Final Resolution: Motion Carries
Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Action: 8.02 Basic HVAC & Refrigerator Service Technician - Certificate of Achievement - Program Revision
Discussion: none

To approve program revision

Motion by Lisa Harvey, second by Patty Golder.
Final Resolution: Motion Carries
Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Action: 8.03 Fire & Emergency Medical Services Foundation - Certificate of Achievement - Program Revision
Discussion: none

To approve program revision

Motion by Sandy Visser, second by Scott Jones.
Final Resolution: Motion Carries
Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Action: 8.04 Full Cal-GETC Certification - CA: Certificate of Achievement - Program Revision
Discussion: The Articulation Officer reported discrepancies between ASSIST and local records, specifically noting that courses like ANTH 105 were deactivated in Curriculum and but still appeared active in ASSIST. The committee discussed the ongoing need for alignment between these systems, confirming that CurriQunet is the main source of truth.

To approve program revision

Motion by Jacqueline Stahlke, second by Patty Golder.
Final Resolution: Motion Carries
Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

9. ACTION ITEMS - Courses/Requisites

Action: 9.01 CORT 021 - English for Court Reporters 2 - Course Substantial Revision
Discussion: none

to approve course substantial revision.

Motion by Patty Golder, second by Lisa Harvey.
Final Resolution: Motion Carries
Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Action: 9.02 CORT 031 - Medical Terminology 2 For Court Reporting - Course Substantial Revision
Discussion: none

to approve course substantial revision.

Motion by Lisa Harvey, second by Leslie Huiner.
Final Resolution: Motion Carries
Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Action: 9.03 CORT 041 - Legal Terminology 2 for Court Reporters - Course Substantial Revision
Discussion: none

to approve course substantial revision.

Motion by Sandy Visser, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Action: 9.04 EMS 61A - Emergency Medical Technician Refresher (Lecture) - New Course

Discussion: none

to approve new course

Motion by Scott Jones, second by Jacqueline Stahlke.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Action: 9.05 EMS 61A - Emergency Medical Technician Refresher (Lecture) - Distance Education Addendum

Discussion: none

to approve distance education addendum

Motion by Lisa Harvey, second by Sandy Visser.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Action: 9.06 FIRE 63A - Auto Extrication - Course Substantial Revision

Discussion: none

to approve course substantial revision.

Motion by Lisa Harvey, second by Sandy Visser.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Action: 9.07 FIRE 82A - Hazardous Materials First Responder Operational - Course Substantial Revision

Discussion: none

to approve course substantial revision.

Motion by Scott Jones, second by Lisa Harvey.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

10. CONSENT AGENDA

Information: 10.01 Public Comment Announcement to Consent Agenda Items

Action (Consent): 10.02 Course substitution for A. Arenas - POLS 102 for WEE PAL138 - Advanced Paralegal Certificate of Achievement

Discussion: none

Resolution: to approve the course substitution for A. Arenas - POLS 102 for WEE PAL138 - Advanced Paralegal Certificate of Achievement

to approve the course substitution for A. Arenas - POLS 102 for WEE PAL138 - Advanced Paralegal Certificate of Achievement

Motion by Scott Jones, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Action (Consent): 10.03 Course substitution for A. Arenas - POLS 102 for WEE PAL138 - Paralegal Studies Certificate of Achievement

Discussion: none

Resolution: to approve the course substitution for A. Arenas - POLS 102 for WEE PAL138 - Paralegal Studies Certificate of Achievement

to approve the course substitution for A. Arenas - POLS 102 for WEE PAL138 - Advanced Paralegal Certificate of Achievement

Motion by Scott Jones, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Action (Consent): 10.04 Course substitution for M. Hernandez - CHDV 155 for elective specialization course - Level III: Site Supervisor (Pre School), Certificate of Achievement
Discussion: none

Resolution: to approve the course substitution for M. Hernandez - CHDV 155 for elective specialization course - Level III: Site Supervisor (Pre School), Certificate of Achievement

to approve the course substitution for A. Arenas - POLS 102 for WEE PAL138 - Advanced Paralegal Certificate of Achievement

Motion by Scott Jones, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Action (Consent): 10.05 Course substitution for J. Delgado - CHDV 155 for elective specialization course - Level III: Site Supervisor (Pre School), Certificate of Achievement
Discussion: none

Resolution: to approve the course substitution for J. Delgado - CHDV 155 for elective specialization course - Level III: Site Supervisor (Pre School), Certificate of Achievement

to approve the course substitution for A. Arenas - POLS 102 for WEE PAL138 - Advanced Paralegal Certificate of Achievement

Motion by Scott Jones, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Action (Consent): 10.06 Course substitution for P. Astor - CHDV 155 for elective specialization course - Level III: Site Supervisor (Pre School), Certificate of Achievement
Discussion: none

Resolution: to approve the course substitution for P. Astor - CHDV 155 for elective specialization course - Level III: Site Supervisor (Pre School), Certificate of Achievement

to approve the course substitution for A. Arenas - POLS 102 for WEE PAL138 - Advanced Paralegal Certificate of Achievement

Motion by Scott Jones, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Action (Consent): 10.07 Course substitution for R. Verma - CHDV 155 for elective specialization course - Level III: Site Supervisor (Pre School), Certificate of Achievement
Discussion: none

Resolution: to approve the course substitution for R. Verma - CHDV 155 for elective specialization course - Level III: Site Supervisor (Pre School), Certificate of Achievement

to approve the course substitution for A. Arenas - POLS 102 for WEE PAL138 - Advanced Paralegal Certificate of Achievement

Motion by Scott Jones, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Action (Consent): 10.08 Course substitution for S. Cano - CHDV 155 for elective specialization course - Level III: Site Supervisor (Pre School), Certificate of Achievement
Discussion: none

Resolution: to approve the course substitution for S. Cano - CHDV 155 for elective specialization course - Level III: Site Supervisor (Pre School), Certificate of Achievement

to approve the course substitution for A. Arenas - POLS 102 for WEE PAL138 - Advanced Paralegal Certificate of Achievement

Motion by Scott Jones, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Action: 10.09 ALDH 139 - Medical Terminology - Distance Education Only Revision
Discussion: none

to approve DE revision

Motion by Scott Jones, second by Patty Golder.
Final Resolution: Motion Carries
Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

11. TABLED ITEMS

Action: 11.01 ENGL 109A - Creative Writing - New Course
Discussion: The committee discussed the repeated tabling of these items due to the proposal type used. The committee resolved to table to allow the originator to unlaunch the proposals. The items will remain tabled indefinitely until further direction is received from the department, with area representative committee member agreeing to follow up with the originator.

To create a bundle of tabled items, agenda item number 11.01, 11.02, 11.03, 11.04, 11.05, 11.06, and 11.07. - to create bundle # 1

Motion by Patty Golder, second by Scott Jones.
Motion Carries
Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

To table a bundle of tabled items, agenda item number 11.01, 11.02, 11.03, 11.04, 11.05, 11.06, and 11.07. - to table bundle # 1

Motion by Patty Golder, second by Scott Jones.
Final Resolution: Motion Carries
Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Action: 11.02 ENGL 109A - Creative Writing - Correspondence Education Addendum
Discussion: none

To table a bundle of tabled items, agenda item number 11.01, 11.02, 11.03, 11.04, 11.05, 11.06, and 11.07. - to table bundle # 1

Motion by Patty Golder, second by Scott Jones.
Final Resolution: Motion Carries
Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Action: 11.03 ENGL 109A - Creative Writing - Distance Education Addendum
Discussion: none

To table a bundle of tabled items, agenda item number 11.01, 11.02, 11.03, 11.04, 11.05, 11.06, and 11.07. - to table bundle # 1

Motion by Patty Golder, second by Scott Jones.
Final Resolution: Motion Carries
Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Action: 11.04 ENGL 109A - Creative Writing - New Requisite - Rec Prep of ENGL C1000
Discussion: none

To table a bundle of tabled items, agenda item number 11.01, 11.02, 11.03, 11.04, 11.05, 11.06, and 11.07. - to table bundle # 1

Motion by Patty Golder, second by Scott Jones.
Final Resolution: Motion Carries
Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Action: 11.05 ENGL 230A - Survey of Early American Literature (1600-1865) - New Course
Discussion: none

To table a bundle of tabled items, agenda item number 11.01, 11.02, 11.03, 11.04, 11.05, 11.06, and 11.07. - to table bundle # 1

Motion by Patty Golder, second by Scott Jones.
Final Resolution: Motion Carries
Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Action: 11.06 ENGL 230A - Survey of Early American Literature (1600-1865) - Correspondence Education Addendum
Discussion: none

To table a bundle of tabled items, agenda item number 11.01, 11.02, 11.03, 11.04, 11.05, 11.06, and 11.07. - to table bundle # 1

Motion by Patty Golder, second by Scott Jones.
Final Resolution: Motion Carries
Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

Action: 11.07 ENGL 230A - Survey of Early American Literature (1600-1865) - Distance Education Addendum
Discussion: none

To table a bundle of tabled items, agenda item number 11.01, 11.02, 11.03, 11.04, 11.05, 11.06, and 11.07. - to table bundle # 1

Motion by Patty Golder, second by Scott Jones.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Jacqueline Stahlke, Lisa Harvey, Sandy Visser

12. CURRICULUM TRAINING

Information, Presentation: 12.01 TBA - none

Discussion: none

Meeting adjourned at 2:03 P.M.