



Council for Curriculum and Instruction Minutes

February 6, 2024

3:04 pm – 4:59 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
<i>Amy Thach</i>	Nursing & Health Professions
Michael Valinluck	Biological Sciences
<i>Ayesha Zia</i>	English
<i>Rachel Zacharia</i>	Business, Accounting, Marketing, and Management

CCI Non-voting Members (strikethrough = absent; italicize = virtual)

Member	Area / Position
<i>Christy Banales</i>	Student Services Representative
Nicole Diamond	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

<i>Leslie Bitong</i> , Faculty of Dance
<i>Melissa Jauregui</i> , Program Support Specialist
Nick Mitchell , Faculty of Physical Education
<i>Alice Rivera</i> , Faculty of Accounting
<i>Derrick Watkins</i> , Faculty of Criminal Justice

PRELIMINARY MATTERS

1. Call to order
2. Welcome guests
3. Approval of the agenda and minutes
 - a. Agenda – February 6, 2024 *Christian motioned to approve, Cathy seconded; motion approved; February 6 Agenda approved.*
 - b. Minutes – November 21, 2023 *Christian motioned to approve, Cathy seconded; motion approved; November 21 Minutes approved.*
 - c. Minutes – December 5, 2023 *Christian motioned to approve, Cathy seconded; motion approved; December 5 Minutes approved.*
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. *Kristy Ho will be shadowing to potentially be the Counseling & EOPS representative.*
5. Information items
 - a. Workgroups call outs
 - Work Experience Education (WEE) 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. CIM implementation is coming! – Charissa McCord
 - b. Updates to Item 5 Enrollment and Completer Projections in associate degree and certificate of achievement narratives – Charissa McCord
 - c. ~~Trying to go with the Workflow!~~ – ~~Monica Jovanovich, Gary Kirby, and Charissa McCord~~

CONSENT ITEMS (*Voting items*)

Jodie motioned to approve, John seconded; motion approved. Consent items approved.

AUTO G045N – Basic Clean Air Car Course (90 hours)

Fall 2024

Revisions: catalog description, SLOs, course objectives, lecture content, lab content, course assignments, methods of evaluation, and textbooks.

MGMT G163 – Accounting Concepts for Small Business (1.5 units)

Fall 2025

Revisions: formerly Basic Accounting Concepts for Small Business, catalog description, required for degree or certificates, SLOs, course objectives, lecture content, methods of instruction, course assignments, methods of evaluation, and textbooks. Includes new DE addendum.

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

1. Articulation report – Nicole Diamond [Have everything submitted by May to meet June deadline.](#)
2. Chairs report – Monica Jovanovich and Gary Kirby [Revisited schedule for Spring \(will not be meeting the week after Spring Break\), will continue through the last week of the semester. Refer to CCI website, SharePoint, and Teams for calendar.](#)
3. VPI report – Kay Nguyen
 - a. AB 1705 and Guided Pathways mapping – [Research office ran an AB 1705 validation report.](#)
4. Special reports

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

1. Update local GE pursuant to Title 5 Ed. Code* – Nicole Diamond [\(12-05-23\) – Fall 2025 to implement changes.](#)
2. Offering outdated courses – Kay Nguyen [\(10-03-23; 10-17-23\).](#) – Item held until next meeting.

NEW DISCUSSION ITEMS (** = voting item*)

1. AB 928 and AB 1111 update – [CCI AB 928 & 1111 Update 2.1.23.pptx](#)

PROGRAM PROPOSALS (*maximum of 10 minutes total*)

CURRICULUM – SECOND READINGS (*Voting items*)

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. [\(12-05-23\).](#)

[Leilani motioned to approve, Matt seconded; motion approved. BUS G130 course approved.](#)

Art, Associate in Arts Degree (18 units)

Fall 2025

Revisions: catalog description, PLOs, career opportunities, add electives ART G123, ART G138, and ART G139. [\(12-05-23\).](#)

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. [\(12-05-23\).](#)

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

Fall 2025

Revisions: PLOs, career and opportunities, List B add ART G143. [\(12-05-23\).](#)

[John motioned to approve, Cristian seconded; motion approved. Art degrees above approved.](#)

Support for Calculus, Certificate of Competency (72 hours) New noncredit certificate. (12-05-23) .	Fall 2024
MATH G287 – Introduction to Abstract Mathematics (4 units) New course. Submit for AAM, Local GE Area B4, CSU GE Area B4; UCTCA; IGETC Area 2A. (12-05-23) . Cathy motioned to approve, Jeanette seconded; motion approved. Certificate and course approved.	Fall 2025
ACCT G120 – QuickBooks Accounting I (2 units) 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. (12-05-23) .	Fall 2025
ACCT G121 – QuickBooks Accounting II (2 units) New course. Includes new DE addendum. (12-05-23) . Cristian motioned to approve, John seconded, Jeanette abstained; motion approved. ACCT G120 course revision and new course approved.	Fall 2025
HIST G145 – History of Africa (3 units) 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. (12-05-23) .	Fall 2025
HIST G190 – Black and African American History (3 units) 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. (12-05-23) . Matt motioned to approve, Veronica seconded; motion approved. New History courses approved.	Fall 2025

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) Revisions: catalog description, required for degrees or certificates, SLOs, course objectives, lecture content, methods of instruction, course assignments, methods of evaluation, and textbooks. To 2nd reading.	Fall 2025
MUS G146 – Intermediate Voice (2 units) Revisions: catalog description, SLOs, course objectives, lecture content, methods of instruction, course assignments, methods of evaluation, and textbooks. To 2nd reading.	Fall 2025
MUS G147 – Advanced Voice (2 units) Revisions: catalog description, advisories, grading policy, SLOs, course objectives, lecture content, methods of instruction, course assignments, methods of evaluation, and textbooks. To 2nd reading.	Fall 2025
SPAN G161 – Spanish for Healthcare Professions (3 units) Revisions: formerly Spanish Health/Medical Personnel SPAN G068, catalog description, advisories, transfer status, general education status, support course status, required for degree or certificate, SLOs, course objectives, lecture content, methods of instruction, course assignments, methods of evaluation, and textbooks. Includes new DE addendum. To 2nd reading.	Fall 2025
CJ G054 – Peace Officer Preparation (3 units) Revisions: formerly Police Academy, Regular Basic Course, Orientation, units, lecture hours, lab hours, contact hours, study non contact hours, total learning hours, catalog description, material fee, repeatability, general education status, support course status, SLOs, course objectives, lecture content, lab content, methods of instruction, course assignments, methods of evaluation, and textbooks. To 2nd reading.	Fall 2025

CJ G064 – Police Academy – Regular Basic Course (33 units) Fall 2025
Revisions: lab hours, contact hours, total student learning outs, catalog description, prerequisites, material fees, SLOs, course objectives, lecture content, methods of instruction, course assignments, methods of evaluation, and textbooks. [To 2nd reading.](#)

DANC G261 – Dance Production and Performance 2 (2 units) Fall 2025 Revisions: units, lecture hours, lab hours, student non contact hours, total learning hours, catalog description, prerequisite, assigned discipline, open entry open exit, general education status, required for degree or certificate, SLOs, course objectives, lecture content, lab content, methods of instruction, course assignments, methods of evaluation, and textbooks. [To 2nd reading.](#)

PE G127 – Intermediate Pickleball (1 unit) Fall ~~2025~~ 2024
New course. [To 2nd reading.](#)

PE G130 – Yoga (0.5 – 1 unit) Fall 2025
Revisions: units, lecture hours, lab hours, contact hours, study non contact hours, total learning hours, catalog description, general education status, support course status, SLOs, course objectives, lecture content, lab content, methods of instruction, course assignments, methods of evaluation, and textbooks. Includes new DE addendum. [To 2nd reading.](#)

PE G131 – Intermediate Yoga (0.5 – 1 unit) Fall 2025
New course with new DE addendum. [To 2nd reading.](#)

Bookkeeping, Certificate of Achievement (11 units) Fall 2025
Revisions: career opportunities, required courses remove ACCT G235, and add ACCT G120 and ACCT G121. [To 2nd reading.](#)

TABLED / ON HOLD ITEMS

1. Process of adding courses to local GE pattern* – Nicole Diamond ([10-03-23](#); [10-17-23](#); [11-07-23](#); [12-05-23](#)).

ADJOURNMENT

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.