



Council for Curriculum & Instruction Minutes

April 15, 2025

3:05 p.m. – 5:00 p.m.

Meeting location Language Arts 109

Zoom option for non-participatory guests: Meeting ID 830-5151-3235

<https://cccd-edu.zoom.us/j/83051513235>

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 Name	Area / Position Title
Art	Vacant
Articulation Officer (non voting)	Nicole Diamond
Automotive Technology, Digital Arts, Drafting	John Kasabian
Biological Sciences	Michael Valinluck
Business, Accounting, Management	Rachel Zacharia
CCI Chair	Jennifer Bailly
Communication Studies	Tiffany Ruggeri-Dilello
Computer Science	Cristian Racataian
Cosmetology	Jon Holland
Counseling & EOPS	Kristy Ho
Criminal Justice	Michael McCarthy
Curriculum Specialist (non voting)	Charissa McCord
English	Mujib Tahir
English Language Learning & English as a Second Language	Tiffany Lao

History & Education	Jeanette Adame
Kinesiology, Health Education, and Athletics	Leilani Johnson
Liberal Arts & Culture (ANTH, GEOG, GLST, PHIL)	Michelle Palma
Library	Cathy Le
Mathematics & Engineering	Gary Kirby
Nursing & Health Professions	Berlynn Ching
Part-time Faculty	Ashley Berry
Performing Arts	Dawn Brooks
Physical Sciences	Matthew Carlson
Psychology	Jodie Butler
Social Sciences (ECON, PSCI, SOC)	Ruth Cálcanas
Student Services Representative (non voting)	Christy Banales
Vice President of Instruction (non voting)	<i>Jennifer Kalfsbeek-Goetz</i>
World Language (SIGN, INTR, SPAN, VIET)	Veronica Pizano
Associated Students Representative (non voting)	Vacant

Guests: Dorsie Brooks, Sheila Hudson, *Melissa Jauregui*, Alex Miranda, Sunshine McClain, *Alice Martanegara*, Amy Thach, *Julie Yan*, Gisela Verduzco.

PRELIMINARY MATTERS

1. Call to order
2. Welcome guests
3. Approval of the agenda and minutes **Approved**
 - a. April 15, 2025 Agenda; **add Music Technology Associate in Arts Degree.**
 - b. March 18, 2025 Minutes
4. Public comment (maximum of three minutes per speaker)
5. Information and Announcements
 - a. Technical Review is held via zoom until further notice <https://cccd-edu.zoom.us/j/83051513235>
No more technical review sessions for the semester.
 - b. CCI meetings are held in person; CCI representatives are required to attend in person, zoom option is for non-participatory guests only
 - c. Common Course Numbering Phase III faculty needed Deadline for comments due today. **Link has been sent from Jennifer to the senators, department chairs, and CCI representatives. ASCCC also requests faculty to assist with the creation of the templates. ASCCC does review the surveys – an example is they reviewed and changed one of the ECON templates from Jennifer.**
 - d. Transition to Courseleaf Curriculum Inventory Management (CIM) **Dr. Serban has invited the committee to test CIM before the official launch to all faculty. All screenshots and documentation listing errors or confusion are to be sent to Charissa. Formal training for the rest of the campus in the fall. CCI is asked to actively participate in testing and “break it.”**
 - e. Wing of Instruction Forum – April 18, Friday, 9:00 – 11:00 a.m. in MPR 100. **ASCCC President, Cheryl Aschenbach can speak towards CCN and other curriculum matters.**
 - f. 2025 Curriculum Institute **All faculty are encouraged to attend via zoom or in person.**

REPORTS & UPDATES (maximum of five minutes per report)

1. Articulation report (Nicole Diamond) [Nicole will be resubmitting over 100 courses that have units and/or hours changes and new courses for UCTCA. Responses are expected to be received in June. ECON G120 will be for effective Fall 2026 and crosslist HIST G110 for effective Fall 2025.](#)

CONSENT ITEMS [Approved](#)

MUS G103 – World Music (3 units)

Fall 2025

Revisions: textbooks.

COUN G153 – Planning for Social and Behavioral Sciences (3 units)

Fall 2026

Revisions: catalog description, SLOs, course objectives, content, assignments, methods of evaluation, and textbooks. **Includes updated DE addendum.** (03/18/25)

COUN G154 – Planning for STEM (Computer Science, Engineering, Physics and Math) (3 units) Fall 2026

Revisions: catalog description, SLOs, course objectives, content, assignments, methods of evaluation, and textbooks. **Includes updated DE addendum.** (03/18/25)

COUN G155 – Planning for STEM (Biological and Physical Sciences) (3 units)

Fall 2026

Revisions: catalog description, SLOs, course objectives, content, assignments, methods of evaluation, and textbooks. **Includes updated DE addendum.** (03/18/25)

SOC G111 – Social Justice and U.S. Ethnic Communities (3 units)

Fall 2026

Revisions: assigned discipline, remove cross-list ETHS G111 (retire)

HIST G155 – Ethnic Groups of the United States: Their Histories (3 units)

Fall 2026

assigned discipline, remove cross-list ETHS G150 (retire)

CJ G054N – Peace Officer Preparation (84 hours)

Fall 2026

New noncredit course.

Retire

Fall 2025

Intersegmental General Education Transfer Curriculum, Certificate of Achievement
CSU General Education Breadth, Certificate of Achievement

Retire

Fall 2026

ETHS G111 – Social Justice and U.S. Ethnic Communities (3 units)

ETHS G150 – Ethnic Groups of the United States: Their Histories (3 units)

PROGRAM PROPOSALS (maximum of 10 minutes total)

None

DISCUSSION ITEMS

None

CURRICULUM – SECOND READINGS

Utilize CurricUNET comments section for all spelling and grammatical errors to allow for a more streamlined curriculum review.

MUS G260 – Symphonic Winds (1 unit)

Fall 2026

Revisions: hours, catalog description, submit for C-ID MUS 180, resubmit UCTCA, grading, SLOs, course objectives, content, methods of evaluation, and textbooks. (03/04/25)

MUS G261 – Wind Symphony (2 units)

Fall 2026

Revisions: hours, catalog description, submit for C-ID MUS 180, grading, SLOs, course objectives, content, methods of evaluation, and textbooks. (03/04/25)

Jeanette moved to approve, Matt seconded; motion approved. MUS G260 and MUS G261 approved as a block.

Music Technology, Associate in Arts Degree (19 – 23 units)

Fall 2026

New associate in arts degree. (03/18/25) Remove MUS G111 under career opportunities and correct total major units to 27-28. Consent on next CCI meeting.

Chemistry, Certificate of Achievement (20 units)

Fall 2026

New certificate of achievement. (03/18/25) Jeanette moved to approve, Dawn seconded; motion approved. New certificate approved.

NURS G285 – Pediatric Nursing (2 units)

Fall 2026

Revisions: SLOs, course objectives, methods of instruction, assignments, methods of evaluation, and textbooks. Includes updated DE addendum. (03/18/25)

NURS G285C – Pediatric Nursing Clinical Practicum (1.5 units)

Fall 2026

Revisions: assigned disciplines, course objectives, content, assignments, methods of evaluation, and textbooks. (03/18/25)

Jeanette moved to approve, Matt seconded; motion approved. NURS G285 and NURS G285C approved.

CURRICULUM – FIRST READING

THEA G110 – Acting for the Camera (3 units)

Fall 2026

Fall 2025

Revisions: units, hours, resubmit for UCTCA, catalog description, SLOs, course objectives, content, assignments, methods of evaluation, and textbooks. To 2nd reading.

BUS G140 – Business and Organizational Ethics (3 units)

Fall 2026

Revisions: formerly MGMT G140, catalog description, SLOs, course objectives, content, assignments, methods of evaluation, textbooks, and library. Includes updated DE addendum. To 2nd reading.

Jeanette comments whether CCN being in the 1000s will confuse or scare students. Will students think they're higher number courses equate to course level?

ECON G160 – Statistics for Business and Economics (3 units)

Fall 2026

Revisions: catalog description, resubmit for C-ID MATH 110, retain Cal-GETC 2, assigned disciplines, course objectives, content, assignments, and methods of evaluation. To 2nd reading.

PHSC G100 – Introductory Physical Science (4 units)

Fall 2026

Revisions: catalog description, removal material fee, SLOs, content, assignments, and textbooks. To 2nd reading.

HIST G120 – Asian Civilizations (3 units)

Fall 2026

Revisions: retain Cal-GETC Area 3, submit for Cal-GETC Area 4, SLOs, objectives, content, assignments, methods of evaluation, and textbooks. **Includes updated DE addendum.** [To 2nd reading.](#)

HIST G161 – World History 1 (3 units) Fall 2026

Revisions: catalog description, **retain Cal-GETC Area 3, submit for Cal-GETC Area 4**, remove advisory, SLOs, course objectives, course assignments, methods of evaluation, and textbooks. **Includes updated DE addendum.** [To 2nd reading.](#)

HIST G162 – World History 2 (3 units) Fall 2026

Revisions: catalog description, **retain Cal-GETC Area 3, submit for Cal-GETC Area 4**, remove advisory, SLOs, course objectives, course assignments, methods of evaluation, and textbooks. **Includes updated DE addendum.** [To 2nd reading.](#)

[Nicole - CIAC is aware there are several courses in two general education areas and is not supportive. They generally want HIST courses in the social sciences area.](#)

CJ G089N – Lifetime Fitness for Law Enforcement (78 hours) Fall 2026

New noncredit course. [To 2nd reading.](#)

HLED G001N – Healthy Aging for Lifelong Learners (54 hours) Fall 2026

New noncredit course. **New DE addendum.** [To 2nd reading.](#)

LIFE G010N – Pool Lifeguard Training (42 hours) ~~Fall 2025~~
Fall 2026

New noncredit course. **New DE addendum.** [To 2nd reading.](#)

[Jennifer addressed units and contact hours are misaligned, currently totaling 5.3 units, in which the BOT will not approve due to apportionment and funding issues mandated from the State Chancellor's Office. Jen \(VPI\) states the result may also include not many sections available for students in order to afford the classes to run \(via text message to Jennifer\).](#)

[Despite union input stating there's no need to change the course, the district insists on compliance because it cannot absorb the funding shortfall. Faculty are frustrated because adjusting the course to fit new state rules would mean cutting lab hours, reducing educational quality and impacting instructor compensation.](#)

[There are options to reallocate hours between lecture and lab to maintain 108 total contact hours and meet compliance \(e.g., shifting 18 hours from lecture to lab\). However, compensation for lab hours is lower, leading to pay cuts and broader implications for faculty workload. Jennifer provided other hour changes to closely meet the faculty and student's needs along with being compliant with the new State funding.](#)

[The curriculum committee is willing to move forward with provisional approval while suggesting departments meet with their deans and the VPI to resolve the financial and scheduling impact. The issue remains a mix of curriculum compliance, union contract matters, and budget constraints, requiring broader institutional dialogue. There is an ongoing Senate resolution to have lecture and lab pay equal. Matt expresses appreciation to the Language Department for not changing the hours and wished there was a larger conversation amongst faculty to decide what students need.](#)

The committee decided to review the curriculum for the Spanish Department in support of not changing the units and hours.

SPAN G180 – Elementary Spanish 1 (5 units) Fall 2026

Revisions: catalog description, SLOs, course objectives, content, assignments, methods of evaluation, library, and textbooks. **Includes updated DE addendum.** [To 2nd reading.](#)

SPAN G185 – Elementary Spanish 2 (5 units) Fall 2026

Revisions: catalog description, prerequisites, SLOs, course objectives, content, assignments, methods of evaluation, library, and textbooks. **Includes updated DE addendum.** [To 2nd reading.](#)

SPAN G280 – Intermediate Spanish 1 (4 units) Fall 2026

Revisions: prerequisites, SLOs, course objectives, content, assignments, methods of evaluation, and textbooks. **Includes updated DE addendum.** [To 2nd reading.](#)

SPAN G285 – Intermediate Spanish 2 (4 units) Fall 2026

Revisions: catalog description, prerequisites, SLOs, course objectives, content, assignments, methods of evaluation, library, and textbooks. **Includes updated DE addendum.** [To 2nd reading.](#)

PE G150 – Badminton (1 unit) ~~Fall 2026~~

[Fall 2025](#)

Revisions: hours, resubmit UCTCA, catalog description, grading policy, SLOs, course objectives, content, assignments, methods of evaluation, textbooks, and library. [To 2nd reading.](#)

PE G166 – Weight Training Level 1 (0.5 – 2 units) Fall 2026

Revisions: formerly Circuit Weight Training, catalog description, assigned disciplines, remove material fee, SLOs, course objectives, content, assignments, and methods of evaluation. [To 2nd reading.](#)

PE G197 – Track and Field 1 (1 unit) Fall 2026

New credit course. [To 2nd reading.](#)

PE G199 – Track and Field 2 (1 unit) Fall 2026

New credit course. [To 2nd reading.](#)

SURPLUS CURRICULUM (curriculum submissions exceeding 3 items to be considered as time permits)

[Surplus items were not addressed due to time constraints and is anticipated to be reviewed in the next CCI meeting.](#)

NURS G290 – Advanced Medical Surgical Nursing (3 units) Fall 2026

Revisions: catalog description, SLOs, course objectives, content, methods of instruction, assignments, methods of evaluation, and textbooks. **Includes updated DE addendum.** (03/18/25)

NURS G290C – Advanced Medical Surgical Nursing Clinical Practicum (5 units) Fall 2026

Revisions: assigned discipline, SLOs, course objectives, content, assignments, methods of evaluation, and textbooks. (03/18/25)

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.