



Council for Curriculum & Instruction Minutes

May 5, 2026

3:00 p.m. – 4:55 p.m.

Math and Science Room 116

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?

Curriculum Representatives (strikethrough = absent; italicize = virtual)

Area / Position Title	Representatives
Art	Vacant
Articulation Officer (non voting)	Nicole Diamond
Automotive Technology, Digital Arts, Drafting	Michael Russell
Biological Sciences	Michael Valinluck
Business, CBA, Computer Sciences	Rachel Zacharia
CCI Chair	Jennifer Bailly
Communication Studies	Tiffany Ruggeri-Dilello
Cosmetology	Vacant
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, GED	Vacant
History & Education	Jeanette Adame
Kinesiology, Health Education, Athletics	Vacant
Liberal Arts & Culture (ANTH, GEOG, GLST, PHIL)	Michelle Palma
Library	Cathy Le
Mathematics & Engineering	Gary Kirby
Nursing & Health Professions	Berlynn Ching
Part-time Faculty at Large	Catherine Ponsford
Performing Arts	Dawn Brooks
Physical Sciences	Matthew Carlson
Psychology	Jodie Butler
Social Sciences (ECON, PSCI, SOC, ETHS)	Ruth Cálcanas
Student Services Representative (non voting)	Christy Banales
Vice President of Instruction (non voting)	Jennifer Kalfsbeek-Goetz
World Language (SIGN, INTR, SPAN, VIET)	Veronica Pizano
Associated Students Representative (non voting)	Vacant

Guests: Amanda Best, Maxim Brinkman-Marheine, Dorsie Brooks, Christopher Cano, Gregory Christmas, Justin Moore, Gisela Verduzco, Amy Thach, RC Wilkinson, Rena Wolzinger

PRELIMINARY MATTERS

1. Call to order
2. Welcome guests
3. Approval of the agenda and minutes **Approved**
 - a. May 5, 2026 Agenda
 - b. April 21, 2026 Minutes
 - c. March 17, 2026 Minutes
4. Public comment (maximum of three minutes per speaker)
5. Information and Announcements
 - a. Congratulations Jeanette Adame – Faculty Excellence Award
 - b. Catalog pages workflow review workgroup: request two volunteers from CCI to join a faculty workgroup reviewing the workflow of approvals on catalog pages. **Workgroup will include Jennifer, Charissa, Nicole, Cat, Ruth, and Matthew. Will report to Academic Senate.**
 - c. Reminder for Tech: Each department may have a maximum of three items to review and has approximately five minutes per item.
 - d. Reminder for CCI Agenda: Each department may have a maximum of three curriculum items on the agenda (includes 1st and 2nd readings)

CCI needs 9 members at this time for quorum. See Academic Senate Bylaws for reference.

REPORTS & UPDATES (maximum of five minutes per report)

Articulation report (Nicole Diamond)

ETHS courses under Cal-GETC review. Nicole will submit courses in June. Denial for political science, meets articulation for US 1 but needs US 3 and added objective. UCTCA document updated, request for committee to review before June submission.

PROGRAM PROPOSALS (maximum of 10 minutes total)

1. Nursing – NCLEX-LiveReview & NCLEX Capstone, Certificate of Completion The department is asked to change the course numbers to be under 100.

DISCUSSION ITEMS

1. Catalog Rights The committee discussed updates to catalog rights policy to ensure all students, including dual enrollment and special admit students, are included. Jennifer and Nicole explained the changes made to the language, including the removal of exclusions and addition of GE certification rules. The group agreed to vote on the updated policy at their next meeting before submitting it to the Senate for final approval. Once approved, the policy will be implemented in the upcoming catalog, with plans to standardize the language across all three campuses.
2. Council of Curriculum and Instruction Procedures Manual
 - a. Propose two exceptions to the limit of three items per agenda
 - b. Effective dates

The group considered two exceptions to the three-item-per-agenda limit: grouping courses with certificates and pairing lecture and lab/clinical courses in order to not leave one item hanging. They also addressed effective dates for noncredit courses, with a compromise that balances administrative and faculty desires, pending district approval to add spring as an option in the system for noncredit courses.

The committee discussed proposals for noncredit courses and programs, focusing on timing and approval processes. Noncredit courses are proposed to be effective in the following semester, with a recommendation to use catalog addendums for updates rather than frequent changes. The group debated the frequency and timing of addendums, with concerns raised about avoiding confusion for students and maintaining accuracy in course information. There was also discussion about the distinction between enhanced and regular noncredit courses, including the need for state control numbers and board approval for certain programs. The committee acknowledged the importance of clarifying language and timelines to avoid potential issues with scheduling and funding; it is the dean's responsibility.

The committee discussed and approved a new policy for noncredit program effective dates, establishing that programs must be approved by the fourth CCI meeting to be effective in the same semester, or they will be effective the following fall semester if submitted in fall. Clarification language will be in the handbook regarding this policy, which the committee agreed to implement moving forward.

CONSENT Approved

THEA G112 – Theater History and Literature – 1800 to Modern (3 units)
New DE.

Fall 2026

ETHS G101 – Introduction to Ethnic Studies (3 units)
Retire.

Fall 2026

ETHS G135 – Introduction to Native American Studies (3 units)
Retire.

Fall 2026

CURRICULUM – SECOND READINGS

Environmental Science, Associate in Science Degree for Transfer (66 units) Fall 2027
Revisions: catalog description, **new Cal-GETC TMC**, courses, and units. (12/02/25).
Gary motioned to approve. Jeanette seconded. Motioned approved. Revised program approved.

BIOL G100 – Introduction to Biology with Lab (4 units) Fall 2027
Revisions: **formerly Introduction to Biology, CCN BIOL C1000**, catalog description, SLOs, course objectives, content, methods of evaluation, course assignments, resources, and material fees. Updated DE. (04/21/26).
Matthew motioned to approve. Jody seconded. Motion approved. Revised course approved.

SOCI G100 – Introduction to Sociology (3 units) Fall 2027
Revisions: **formerly SOC G100, CCN SOCI C1000**, catalog description, SLOs, course objectives, content, course assignments, and resources. Updated DE. (04/21/26).
Veronica motioned to approve. Cathy seconded. Motioned approved. Revised course approved.

SOCI G170 – Sociology of Sport (3 units) Fall 2027
New course. New DE. (04/21/26).
Matthew motioned to approve. Dawn seconded. Motion approved. Revised course approved.

ASAM G110 – Asian American Culture: Including Asian American Literature (3 units) Fall 2027
New course. New DE. (04/21/26).

ASAM G130 – Asian American Contemporary Issues (3 units) Fall 2027
New course. New DE. (04/21/26).

ASAM G140 – Asian American Eats (3 units) Fall 2027
New course. New DE. (04/21/26).
Jeanette motioned to approve. Cathy seconded. Motion approved. ASAM G110, ASAM G130, and ASAM G140 new courses and DE approved as block.

DART G150 – Adobe Photoshop I for Digital Image Editing (3 units) Fall 2027
Revisions: **formerly Digital Image Editing I: Beginning Photoshop**, catalog description, SLOs, course objectives, content, student contact, resources, and updated DE. (04/07/26).
Veronica motioned to approve. Jeanette seconded. Motion approved. Revised course approved.

STAT G165 – Introduction to Data Science (4 units) Fall 2027
New course. New DE. (04/07/26).
Matthew motioned to approve. Veronica seconded. Motion approved. New course and DE approved.

AUTO (EST) G010N – Safety and Introduction to DC Electrical Systems in Renewable Energy (108 hours) Fall 2027
New course. (04/21/26).

AUTO (EST) G020N – Photovoltaic Renewable Energy Maintenance Technician (108 hours) Fall 2027
New course. (04/21/26).

AUTO (EST) G030N – Battery Energy Storage System & Basic Networking (90 hours) Fall 2027

New course. (04/21/26).

Michael R. motioned to approve. Matthew seconded. Motioned approved. AUTO (EST) G010N, AUTO (EST) G020N, and AUTO (EST) G030N new courses approved as block.

ART G050N – Printmaking Workshop for the Marketplace (18 hours) Fall 2027
New course. (04/21/26).

ART G060N – Jewelry and Metalsmithing Workshop for the Marketplace (18 hours) Fall 2027
New course. (04/21/26).

ART G065N – Mixed Media Workshop for the Marketplace (18 hours) Fall 2027
New course. (04/21/26).
Tiffany motioned to approve. Dawn seconded. Motioned approved. ART G050N, ART G060N, and ART G065N new courses approved as block.

CJ G002N – Force Options, Use of Force De-escalation – Fall 2027
Perishable Skills Program (PSP) (8 hours)
New course. (04/21/26).
Consent held for next meeting. Faculty to transfer edits from reactivation proposal to new course proposal.

CJ G004N – Tactical Firearms Course – Perishable Skills Program (PSP) (8 hours) Fall 2027
New course. (04/21/26).
Consent held for next meeting. Faculty to transfer edits from reactivation proposal to new course proposal.

CJ G005N – Arrest and Control – Perishable Skills Program (PSP) (8 hours) Fall 2027
New course. (04/21/26).
Jeanette motioned to approve. Matt seconded. Motion approved. New course approved.

CJ (PARA) G020N – Paramedic Studies (1104 hours) Fall 2027
New course. (04/21/26).
Consent held for next meeting.

CURRICULUM – FIRST READINGS

Chemistry, Associate in Science Degree for Transfer (36 units) Fall 2027
Revisions: program objectives, PLOs, updated Cal-GETC TMC, and CCN.
Move to 2nd reading.

CDEV G116 – Child Growth and Development (3 units) Fall 2027
Revisions: **formerly PSYC, CCN CDEV C1000**, catalog description, SLOs, course objectives, content, student content, resources. Updated DE.
Move to 2nd reading.

American Sign Language, Associate in Art Degree (20 units) Fall 2027
New program.
Move to 2nd reading.

Automotive Service and Repair, Associate in Science Degree (24-34 units) Fall 2027

Revisions: **formerly Engine Performance and Emissions Specialist**, catalog description, and PLOs.

[Move to 2nd reading.](#)

Comprehensive Automotive Technician, Certificate of Achievement (49.5-54.5 units) Fall 2027

Revisions: electives.

[Move to 2nd reading.](#)

CJ (PARA) G021N – Paramedic Clinical Training (160 hours) Fall 2027

New course.

[Move to 2nd reading.](#)

CJ (PARA) G022N – Paramedic Field Training (480 hours) Fall 2027

New course.

[Move to 2nd reading.](#)

BUS G015N – Principles of Finance – Understanding Your Money Flow (9 hours) Fall 2027

New course. New DE.

[Move to 2nd reading.](#)

BUS G016N – Financial Decisions and Strategies (9 hours) Fall 2027

New course. New DE.

[Move to 2nd reading.](#)

BUS G017N – Building Your Personal Financial System (9 hours) Fall 2027

New course. New DE.

[Move to 2nd reading.](#)

Personal Finance: Real-World Money Skills, Certificate of Completion Fall 2027

New Program.

[Move to 2nd reading.](#)

CBA (AI) G020N – Intro to AI and Ethics: Smart, Creative, and Responsible Fall 2027

Use of Artificial Intelligence (18 hours)

New course. New DE.

[Move to 2nd reading.](#)

CBA (AI) G021N – AI Applications (18 hours) Fall 2027

New course. New DE.

[Move to 2nd reading.](#)

Artificial Intelligence: Ethics and Applications, Certificate of Completion Fall 2027

New program.

[Move to 2nd reading.](#)

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.