



## Council for Curriculum & Instruction Minutes

May 6, 2025

3:03 p.m. – 4:07 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	<del>Cristian Racataian</del>
Cosmetology	<del>Jon Holland</del>
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)	Jennifer Kalfsbeek-Goetz
World Language (SIGN, INTR, SPAN, VIET)	Veronica Pizano
Associated Students Representative (non voting)	Vacant

**Guests:** Alex Miranda, Alice Martanegara, Amy Thach, Gisela Verduzco

### **PRELIMINARY MATTERS**

1. Call to order
2. Welcome guests
3. Approval of the agenda and minutes **Approved**
  - a. May 6, 2025 Agenda
  - b. November 5, 2024, December 3, 2024, March 18, 2025, and April 15, 2025 Minutes
4. Public comment (maximum of three minutes per speaker)
5. Information and Announcements
  - a. Tech Lead call out **Recruitment follows the MOU process (supersedes Curriculum Manual).** Academic Senate call-out will be in the Fall; There will be interviews if there are multiple applicants for Fall 2025–Spring 2026. Manual updates to remove outdated CurriQunet references are planned for fall.
  - b. 2025 Curriculum Institute **Faculty encouraged to attend (in person in July or virtual).** Jennifer will follow up with anyone who did not receive an approval/registration confirmation.
  - c. Acknowledgements **Tiffany Lao (ELL/Noncredit representative) joining in Fall.** Appreciation to Gary Kirby for being the Tech Lead in the Fall. Spring Tech Review Crew (e.g., Nicole Diamond, Rachel, Tiffany, Chris, Tiffany Ruggeri, Christy Ho, Jeanette Adame, Matt Carlson, Veronica Pizano) and Amy Thach (SLO coordinator) are appreciated as well. Jennifer recognizes long-serving members (e.g., John Kasabian, Leilani Johnson, Mike Valinluck, Cathy Le) and Ashley Berry on maternity leave.

### **REPORTS & UPDATES (maximum of five minutes per report)**

1. Articulation report (Nicole Diamond) **ASSIST status - results pending; campus-wide email to follow upon receipt.** Colleges are being denied 1B. Departments must ensure local CORs retain the required content when aligning to templates. Articulation to circulate results and guidance once official responses arrive.

### **CONSENT ITEMS** **Approved**

Music Technology, Associate in Arts Degree (27-28 units) New associate degree. (03/18/25; 04/15/25).	Fall 2026
PE G128 – Intermediate Pickleball (1 unit) Revisions: <b>formerly</b> PE G127.	Fall 2025
AUTO G002N – Automotive Safety (16 hours) Revisions: repeatability.	Fall 2025
AUTO G003N – Lube Technician (48 hours) Revisions: repeatability.	Fall 2025
AUTO G004N – Tire and Wheel Service (48 hours) Revisions: repeatability.	Fall 2025
AUTO G045N – Basic Clean Air Car Course (90 hours) Revisions: repeatability.	Fall 2025
AUTO G046N – Smog Level 2 Smog Check Inspector Training (42 hours) Revisions: repeatability.	Fall 2025
WORK G100 – Work Experience Education (0.5 – 4 units) Revisions: open entry/open exit	Fall 2025
NURS G295 – Mental health Nursing (2 units) Revisions: SLOs, course objectives, methods of instruction, methods of evaluation, and textbooks. Updated DE addendum. (03/04/25)	Fall 2026
NURS G295C – Mental Health Nursing Clinical Practicum (1.5 units) Revisions: course objectives, content, assignments, methods of evaluation, and textbooks. (03/04/25)	Fall 2026
<u>Mirror from existing credit noncredit curriculum (CCI approved within 1 year)</u> Cosmetology, Certificate of Completion (1096 hours) New noncredit certificate.	Fall 2026
Esthetician, Certificate of Completion (672 hours) New noncredit certificate.	Fall 2026
COSM G021N – Cosmetology, Level I (274 hours) New noncredit course. <b>New DE addendum.</b>	Fall 2026
COSM G022N – Cosmetology, Level II (274 hours) New noncredit course. <b>New DE addendum.</b>	Fall 2026
COSM G023N – Cosmetology, Level III (274 hours) New noncredit course. <b>New DE addendum.</b>	Fall 2026

COSM G024N – Cosmetology, Level IV (274 hours) New noncredit course. <b>New DE addendum.</b>	Fall 2026
COSM G071N – Esthetics – Level 1 (336 hours) New noncredit course. <b>New DE addendum.</b>	Fall 2026
COSM G072N – Esthetics – Level 2 (336 hours) New noncredit course. <b>New DE addendum.</b>	Fall 2026
CJ G064N – Police Academy – Regular Basic Course (1009 hours) New noncredit course. <b>New DE addendum.</b>	Fall 2025
<u>Retire</u> Social Justice, Associate in Arts Degree for Transfer	Fall 2025

#### **PROGRAM PROPOSALS (maximum of 10 minutes total)**

None

#### **DISCUSSION ITEMS**

1. Catalog rights [CCI reaffirms Title 5-based text for precision, with a plan to add a plain-English front paragraph and glossary for students. Dual/Concurrent Enrollment: Receiving institutions may not honor catalog rights until after high-school graduation; include a disclaimer in Dual Enrollment materials that catalog rights may begin post-graduation at the receiving CSU/UCTCA and high-school coursework may not meet freshman admission requirements. Counseling/Articulation will collaborate with OCC/Coastline on aligned, student-facing language for the fall draft.](#)

#### **CURRICULUM – SECOND READINGS**

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

THEA G110 – Acting for the Camera (3 units) Revisions: hours, <b>resubmit for UCTCA</b> , catalog description, SLOs, course objectives, content, assignments, methods of evaluation, and textbooks. <a href="#">(04/15/25) Dawn moved to approve, Jodie seconded; motion approved with effective term adjusted to Fall 2026. Course revisions approved.</a>	Fall 2025
BUS G140 – Business and Organizational Ethics (3 units) Revisions: <b>formerly MGMT G140</b> , catalog description, SLOs, course objectives, content, assignments, methods of evaluation, textbooks, and library. <b>Includes updated DE addendum.</b> <a href="#">(04/15/25) Leilani moved to approve, John seconded; motion approved. Course revisions approved.</a>	Fall 2026
ECON G160 – Statistics for Business and Economics (3 units) Revisions: catalog description, <b>resubmit for C-ID MATH 110, retain Cal-GETC 2</b> , assigned disciplines, course objectives, content, assignments, and methods of evaluation. <a href="#">(04/15/25) Michelle moved to approve, Matt seconded; motion approved. Course revisions approved.</a>	Fall 2026
PHSC G100 – Introductory Physical Science (4 units) Revisions: catalog description, <b>removal material fee</b> , SLOs, content, assignments, and textbooks. <a href="#">(04/15/25) Tiffany moved to approve, Jeanette seconded motion approved with Pass/No Pass option added. Course revisions approved.</a>	Fall 2026

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.** (04/15/25)

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.** (04/15/25)

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.** (04/15/25)

Tiffany moved to approve, Ruth seconded; motion approved. HIST G120, HIST G161 and HIST G162 approved as a block. Course revisions and updated DE addendum approved.

CJ G089N – Lifetime Fitness for Law Enforcement (78 hours) Fall 2026  
New noncredit course. (04/15/25) Ruth moved to approve, John Kasabian seconded; motion approved. New course approved.

HLED G001N – Healthy Aging for Lifelong Learners (54 hours) Fall 2026  
New noncredit course. **New DE addendum.** (04/15/25) Jennette moved to approve, Veronica seconded; motion approved. New course and DE addendum approved.

LIFE G010N – Pool Lifeguard Training (42 hours) Fall 2026  
New noncredit course. **New DE addendum.** (04/15/25) Tiffany moved to approve, Cathy seconded; motion approved. New course and DE addendum approved.

PE G150 – Badminton (1 unit) Fall 2025  
Revisions: hours, **resubmit UCTCA**, catalog description, SLOs, course objectives, content, assignments, methods of evaluation, textbooks, and library. (04/15/25) Ruth moved to approve, Mike seconded, motion approved, Matt abstained. Course revisions approved.

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. (04/15/25) Jeanette moved to approve, Ashley seconded; motion approved with hours correction to align with variable units (54/108 lab at 2.0 units); Curriculum Office to correct CR hours. Course revisions approved.

PE G197 – Track and Field 1 (1 unit) Fall 2026  
New credit course. (04/15/25)

PE G199 – Track and Field 2 (1 unit) Fall 2026  
New credit course. (04/15/25)

Michelle moved to approve, Veronica seconded; motion approved. PE G197 and PE G199 approved as a block. New courses approved.

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)

Tiffany seconded; motion approved. NURS G290 and NURS G290C approved as a block; expanded lab content (consolidated clinical evaluation tool), simulation scenarios clarified, skills list integrated; DE addendum for G290 accepted. Course revisions approved.

### **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.