



Council for Curriculum & Instruction Minutes

May 19, 2026

3:02 p.m. – 4:01 p.m.

Math and Science Room 116

Meeting documents are available on [CCI SharePoint](#) (CCCCD 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	Representative
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

Guests: Theresa Becker, Dorsie Brooks, Gregory Christmas, RC Wilkinson

PRELIMINARY MATTERS

1. Call to order
2. Welcome guests
3. Approval of the agenda and minutes **Approved**
 - a. May 19, 2026 Agenda **Environmental Science 2.0 removed from consent**
 - b. May 5, 2026 Minutes
4. Public comment (maximum of three minutes per speaker)

Jennifer gave a special shoutout and thank you to departing CCI members Gary, Tiffany, and Cat.
5. Information and Announcements
 - a. 2026 Curriculum Institute, Sacramento, CA, July 15 – 18, 2026
 - b. Nuventive platform and program review (Amy Thach)

Amy explained that program review will be housed in Nuventive instead of multiple platforms, completion is expected to be done in June, and workshops will be available for those interested in early access.

REPORTS & UPDATES (maximum of five minutes per report)

1. Articulation report (Nicole Diamond)

Still awaiting Cal-GETC results for Ethnic studies. Technical appeal is held June 1st- 12th (will appeal for POLI SCI and other courses that were denied.) Upcoming UCTCA submissions in June, including CDEV and other courses.

Charissa announced that programs affected by CDEV prefix change have updated documents and course blocks.

PROGRAM PROPOSALS (maximum of 10 minutes total)

1. Basic Fire Academy, Certificate of Completion

CCI noted that hours need to be added to program proposal.

DISCUSSION ITEMS

1. Catalog Rights (05-05-26)

Nichole explained edits highlighted in yellow. Tiffany motioned to approve. Michelle seconded.

Motion approved. Catalog Rights edits approved.

2. Academic Program: Proposal and Plan formerly New GWC Program Proposal

The committee discussed streamlining the academic program proposal process to mitigate confusion and avoid significant delays, including changing the title of the form, adding questions about effective start dates, requiring supporting documents be attached before approval at the second reading, and removing signature requirements. It was noted that a proposal form is not needed if an already approved discipline is being implemented for associate degrees for transfer and associate degrees. Charissa suggested the committee consult with Jennifer and Nicole early in the program planning process for a smooth implementation. The handbook will be updated with these new procedures for the fall meeting.

CONSENT Approved

CJ G002N – Force Options, Use of Force De-escalation – Perishable Skills Program (PSP) (8 hours) New course. (04/21/26) (05-05-26)	Spring 2027
CJ G004N – Tactical Firearms Course – Perishable Skills Program (PSP) (8 hours) New course. (04/21/26) (05-05-26)	Spring 2027
CJ G005N – Arrest and Control – Perishable Skills Program (PSP) (8 hours) Revisions: effective term.	Spring 2027
PARA G020N – Paramedic Studies (486 hours) New course. (04/21/26) (05-05-26)	Spring 2027
ASTR G100 – Introduction to Astronomy (3 units) Revisions: effective term for CCN	Fall 2027
ASTR G100L – Introduction to Astronomy Lab (1 unit) Revisions: effective term for CCN	Fall 2027
EST G010N – Safety and Introduction to DC Electrical Systems in Solar Energy (108 hours) Revisions: effective term	Spring 2027
EST G020N – Photovoltaic Renewable Energy Maintenance (108 hours) Revisions: effective term	Spring 2027
EST G030N – Battery Energy Storage System & Basic Networking (90 hours) Revisions: effective term	Spring 2027
ART G050N – Printmaking Workshop for the Marketplace (18 hours) Revisions: effective term	Spring 2027
ART G060N – Jewelry and Metalsmithing Workshop for the Marketplace (18 hours) Revisions: effective term	Spring 2027
ART G065N – Mixed Media Workshop for the Marketplace (18 hours) Revisions: effective term	Spring 2027

Associate degrees and certificates impacted by course prefix change and CCN
Change course numbers in programs.

Fall 2026

- Art History, Associate in Arts Degree for Transfer
- Business Administration 2.0, Associate in Science Degree for Transfer
- Economics, Associate in Arts Degree for Transfer
- Elementary Teacher Education, Associate in Arts Degree for Transfer
- English, Associate in Arts Degree for Transfer
- Geography, Associate in Arts Degree for Transfer
- History, Associate in Arts Degree for Transfer
- Law, Public Policy, and Society, Associate in Arts Degree for Transfer
- Studio Arts, Associate in Arts Degree for Transfer
- Social Work and Human Services, Associate in Arts Degree for Transfer
- Art, Associate in Arts Degree
- Automotive Service and Repair, Associate in Science Degree
- Business & Management, Associate in Arts Degree
- Environmental Studies and Policy, Associate in Arts
- Liberal Arts: Emphasis in Arts and Humanities, Associate in Arts Degree
- Liberal Arts: Emphasis in Business and Public Administration, Associate in Arts Degree
- Liberal Arts: Emphasis in Science, Associate in Arts Degree
- Liberal Arts: Emphasis in Social and Behavioral Science, Associate in Arts Degree
- Liberal Studies for Elementary Education, Associate in Arts Degree
- Nursing-LVN to RN, Associate in Science Degree
- Nursing-Registered Nurse, Associate in Science Degree
- Marketing, Associate in Arts Degree
- Vietnamese Language, Associate in Arts Degree
- Business Administration, Certificate of Achievement
- Business & Management, Certificate of Achievement
- Entrepreneurship I - Small Business Startup Essentials, Certificate of Achievement
- Retail Management, Certificate of Achievement
- University Core, Certificate of Achievement

PSCI G190 – California State and Local Government (1 unit)

Fall 2026

Revisions: objectives.

Global Studies, Associate in Arts Degree for Transfer (21-25 units)

Fall

2026

Retire

Global Studies, Certificate of Achievement (15 units)

Fall 2026

Retire

CURRICULUM – SECOND READINGS

Chemistry, Associate in Science Degree for Transfer (36 units)

Fall 2027

Revisions: program objectives, PLOs, updated **Cal-GETC TMC**, and CCN. (05-05-26)

Tiffany motioned to approve. Jeanette seconded. Motion approved. Program revisions approved.

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. (05-05-26)	
Michael M. motioned to approved. Michelle seconded. Motion approved. Course revisions approved.	
American Sign Language, Associate in Art Degree (20 units)	Fall 2027
New program. (05-05-26)	
Veronica motioned to approve. Tiffany seconded. Motioned approved. New program approved.	
Automotive Service and Repair, Associate in Science Degree (24-34 units)	Fall 2027
Revisions: formerly Engine Performance and Emissions Specialist , catalog description, PLO, and courses. (05-05-26)	
Jeanette motioned to approve. Michelle seconded. Motion approved. Program revisions approved.	
Comprehensive Automotive Technician, Certificate of Achievement (49.5-54.5 units)	Fall 2027
Revisions: electives. (05-05-26)	
Jody motioned to approve. Matthew seconded. Motion approved. Course revisions approved.	
PARA G021N – Paramedic Clinical Training (162 hours)	Spring 2027
New course. (05-05-26)	
Michelle motioned to approve. Michael M. seconded. Motion approved. New course approved.	
PARA G022N – Paramedic Field Internship (486 hours)	Spring 2027
New course. (05-05-26)	
Michelle motioned to approve. Jody seconded. Motion approved. New course approved.	
BUS G015N – Principles of Finance – Understanding Your Money Flow (9 hours)	Spring 2027
New course. New DE. (05-05-26)	
BUS G016N – Financial Decisions and Strategies (9 hours)	Spring 2027
New course. New DE. (05-05-26)	
BUS G017N – Building Your Personal Financial System (9 hours)	Spring 2027
New course. New DE. (05-05-26)	
Personal Finance: Real-World Money Skills, Certificate of Completion	Spring 2027
New Program. (05-05-26)	
Jeanette motioned to approve. Matthew seconded. Motion approved. New program, BUS G015N, G016N, and G017N new courses and new DE approved as block.	
CIS G013N – Ethical Use of Artificial Intelligence (18 hours)	Spring 2027
New course. New DE. (05-05-26)	
CIS G014N – Artificial Intelligence Applications (18 hours)	Spring 2027
New course. New DE. (05-05-26)	
Artificial Intelligence: Ethics and Applications, Certificate of Completion	Spring 2027
New Program. (05-05-26)	

CIS G013N, G014N, and Artificial Intelligence: Ethics and Applications Certificate of Completion second reading on hold until fall meeting.

ADJOURNMENT

10+1 Senate Purview

- 1. Curriculum including establishing prerequisites and placing courses within disciplines (rely primarily)*
- 2. Degree and certificate requirements (rely primarily)*
- 3. Grading policies (mutually agree)*
- 4. Educational program development (rely primarily)*
- 5. Standards or policies regarding student preparation and success (rely primarily)*
- 6. District and college governance structures, as related to faculty roles (mutually agree)*
- 7. Faculty roles and involvement in accreditation processes, including self-study and annual reports (rely primarily)*
- 8. Policies for faculty professional development activities (rely primarily)*
- 9. Processes for program review (rely primarily)*
- 10. Processes for institutional planning and budget development (mutually agree)*
- 11. Other academic and professional matters as mutually agreed upon between the governing board and the academic senate (mutually agree)*

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.