

CURRICULUM COMMITTEE MEETING (Thursday, September 25, 2025)*Generated by Armando Barajas on Friday, September 26, 2025***Members present**

Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Members absent

Jacqueline Stahlke, Richard Cerreto

Guests present

McKenzie Tarango, Armando Barajas, James Lee, Richard Radcliffe, Melanie Dube-Price, Jose Arredondo

Meeting called to order at 1:30 PM**1. OPENING ITEMS**

Procedural: 1.02 ROLL CALL

2. ANNOUNCEMENT COURSE/REVISION DEVELOPERS MAY COMMENT OF EXPLAIN AGENDA ITEMS**3. PUBLIC COMMENTS TO ACTION ITEMS**

Information: 3.01 Public Comments Related To Action Agenda Items

McKenzie Tarango, Vice President of Instruction - Dr. McKenzie Tarango informed attendees of the development of a job description to support AB 1111 and adoption of the Common Course Numbering (CCN) taxonomy and numbering convention, encouraging Curriculum Committee members to apply.

Information: 3.02 Developers may comment or explain agenda items - None

4. MINUTES

Action, Minutes: 4.01 Approval of the September 11, 2025 curriculum meeting minutes.

Discussion: None

To approve the September 11, 2025 meeting minutes.

Motion by Lisa Harvey, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser

Stephanie Briano joined the meeting at 1:33 PM, at discussion item 5.01.**5. DISCUSSION ITEMS**

Discussion, Information: 5.01 AO Report - ADTS and C-ID - Dr. Jacqueline Stahlke

Discussion: None; tabled due to Articulation Officer's absence.

Discussion, Information: 5.02 Noncredit Grading Issue - Dr. Richard Radcliffe

Discussion: The committee discussed an issue brought forward by Dr. Richard Radcliffe. The committee discussed the intent of the SP grade was to encourage students who have made progress but have not met all objectives. The committee's consensus was that certificates should only be awarded for a P grade. The committee agreed to research existing policies at other institutions and draft a new policy proposal for review and voting before bringing it to the Academic Senate.

Discussion, Information: 5.03 New Course Substitution Form - Dr. Jacqueline Stahlke

Discussion: None; tabled due to Articulation Officer's absence.

Discussion, Information: 5.04 Other

Discussion: None.

6. ACTION ITEM

Action: 6.01 Residency Requirements for Cal-GETC and local certificates

Discussion: Melanie Dube-Price spoke to this, as it relates to the Graduation Requirements Committee (GRC). It was indicated that the GRC is still working on this and will be brought back to a future Curriculum committee meeting, prompting a motion to table.

to table

Motion by Lisa Harvey, second by Christina Shelby.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 6.02 Updated Course Substitution Form

Discussion: The Chair informed attendees of an update to the course substitution form, indicating the only change was the removal of the previous Articulation Officer's contact information. The Chair informed attendees that a more substantially revised version will be brought before the committee at a future meeting.
to approve updated course substitution form

Motion by Christina Shelby, second by Scott Jones.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 6.03 Updated Advanced Placement (AP) Chart

Discussion: The committee reviewed updates to the Advanced Placement (AP) chart. The Chair informed attendees that a curriculum committee member should be involved in the AP chart update process. A committee member expressed interest in collaborating and will reach out to the department chair.

to approve updated advanced placement chart

Motion by Scott Jones, second by Lisa Harvey.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 6.04 AP 4025 - 1st read - Graduation Requirements Committee

Discussion: The committee began a first reading of the proposed changes to AP 4025, brought forth by the Graduation Requirements Committee (GRC). A committee member shared that they were not contacted to provide input, in their capacity as department chair. The committee discussed the importance of departmental input before this it is brought forth to the Academic Senate for a vote. It was resolved that the GRC should contact the department chairs for input before bringing this back to the committee.

to discuss AP 4025 - 1st read

Motion by Leslie Huiner, second by Sandy Visser.

Final Resolution: Motion Fails

Abstain: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 6.05 New Common Course Numbering (CCN) Noncredit Numbers - Batch Approval

Discussion: The committee reviewed a list of new course numbers for non-credit courses to align with the Common Course Numbering (CCN) taxonomy and number designation. The Chair and Curriculum/Scheduling Coordinator will consult with stakeholders to determine a clear implementation plan before any changes are executed, after several ancillary effects of an immediate implementation were discussed.

to approve new Common Course Numbering (CCN) noncredit numbers - batch approval

Motion by Patty Golder, second by Christina Shelby.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

7. ACTION ITEMS - DEGREES

Action: 7.01 Sociology - Associate of Arts for Transfer (AA-T, ADT) - CCN Degree Revision

Discussion: None

to approve CCN degree revision

Motion by Stephanie Briano, second by Patty Golder.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

8. ACTION ITEMS - CERTIFICATES

Action: 8.01 None - None

9. ACTION ITEMS - Courses/Requisites

Action: 9.01 CDL 041 - Commercial Driver Training - Permit Preparation - Course Requisite Only Revision

Discussion: The committee reviewed the proposal during the meeting to confirm the removal of a prerequisite.

to approve course requisite only revision

Motion by Lisa Harvey, second by Christina Shelby.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 9.02 CIS 0150 - Computer Ethics - Course CCN Revision

Discussion: None

to approve course CCN revision

Motion by Sandy Visser, second by Lisa Harvey.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 9.03 CIS 1480 - Fundamentals of Database Management Systems - Course CCN Revision

Discussion: None

to approve course CCN revision

Motion by Lisa Harvey, second by Scott Jones.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 9.04 CIS 1636 - Introduction to the Internet - Course CCN Revision

Discussion: None

to approve course CCN revision

Motion by Christina Shelby, second by Scott Jones.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 9.05 ENGL 2410 - Fiction Writing I - Course CCN Revision

Discussion: None

to approve course CCN revision

Motion by Patty Golder, second by Leslie Huiner.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 9.06 ENGL 2411 - Fiction Writing II - Course CCN Revision

Discussion: None

to approve course CCN revision

Motion by Stephanie Briano, second by Christina Shelby.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 9.07 ENGL 2413 - Poetry Writing II - Course CCN Revision
Discussion: None

to approve course CCN revision

Motion by Leslie Huiner, second by Patty Golder.
Final Resolution: Motion Carries
Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 9.08 ENGL 2420 - Modern Fiction - Course CCN Revision
Discussion: None

to approve course CCN revision

Motion by Patty Golder, second by Christina Shelby.
Final Resolution: Motion Carries
Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 9.09 ENGL 2420 - Modern Fiction - Course CCN Revision - Prerequisite - ENGL C1000, ENGL C1000H, or ENGL C1000E
Discussion: None

to approve course CCN revision prerequisites

Motion by Patty Golder, second by Sandy Visser.
Final Resolution: Motion Carries
Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 9.10 ENGL 2430 - Survey of American Literature 1600-1865 - Course CCN Revision
Discussion: None

to approve course CCN revision

Motion by Patty Golder, second by Lisa Harvey.
Final Resolution: Motion Carries
Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 9.11 ENGL 2430 - Survey of American Literature 1600-1865 - Course CCN Revision - Prerequisite - ENGL C1000, ENGL C1000H, or ENGL C1000E
Discussion: None

to approve course CCN revision prerequisites

Motion by Patty Golder, second by Christina Shelby.
Final Resolution: Motion Carries
Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 9.12 ENGL 2431 - Survey of American Literature 1865 to Present - Course CCN Revision
Discussion: None

to approve course CCN revision

Motion by Patty Golder, second by Lisa Harvey.
Final Resolution: Motion Carries
Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 9.13 ENGL 2431 - Survey of American Literature 1865 to Present - Course CCN Revision - Prerequisite - ENGL C1000, ENGL C1000H, or ENGL C1000E
Discussion: None

to approve course CCN revision prerequisites

Motion by Patty Golder, second by Christina Shelby.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 9.14 ENGL 2440 - World Literature Ancient-Early Renaissance - Course CCN Revision
Discussion: None

to approve course CCN revision

Motion by Patty Golder, second by Leslie Huiner.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 9.15 ENGL 2440 - World Literature Ancient-Early Renaissance - Course CCN Revision - Prerequisite - ENGL C1000, ENGL C1000H, or ENGL C1000E
Discussion: None

to approve course CCN revision prerequisites

Motion by Patty Golder, second by Scott Jones.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 9.16 ENGL 2446 - Survey of British Literature Romanticism-20th Century - Course CCN Revision
Discussion: None

to approve course CCN revision

Motion by Patty Golder, second by Sandy Visser.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 9.17 ENGL 2446 - Survey of British Literature Romanticism-20th Century - Course CCN Revision - Prerequisite - ENGL C1000, ENGL C1000H, or ENGL C1000E
Discussion: None

to approve course CCN revision prerequisites

Motion by Patty Golder, second by Christina Shelby.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 9.18 ENGL 2461 - Tutoring Writing - Course CCN Revision
Discussion: None

to approve course CCN revision

Motion by Patty Golder, second by Lisa Harvey.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 9.19 ENGL 2461 - Tutoring Writing - Course CCN Revision - Prerequisite - ENGL C1000, ENGL C1000H, or ENGL C1000E
Discussion: None

to approve course CCN revision prerequisites

Motion by Patty Golder, second by Scott Jones.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 9.20 ENGL 2462 - Writing Tutor Workshop - Course CCN Revision

Discussion: None

to approve course CCN revision

Motion by Patty Golder, second by Christina Shelby.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 9.21 ENGL 2462 - Writing Tutor Workshop - Course CCN Revision - Prerequisite - ENGL C1000, ENGL C1000H, or ENGL C1000E

Discussion: None

to approve course CCN revision prerequisites

Motion by Patty Golder, second by Scott Jones.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 9.22 MATH 85 - Corequisite Support for College Algebra - Course SLO Only Revision

Discussion: None

to approve course SLO only revision

Motion by Lisa Harvey, second by Leslie Huiner

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 9.23 TA 1467 - Introduction to Modern Dance I - Course CCN Revision

Discussion: The committee discussed the process for updating cross-listed courses. The Chair informed attendees of the current procedure where an updated to a "parent" courses should automatically trigger an update to the "child" course. Concerns were raised about ensuring proper notification to the cross-listed department.

to approve course CCN revision

Motion by Sandy Visser, second by Christina Shelby.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

10. CONSENT AGENDA

Information: 10.01 Public Comment Announcement to Consent Agenda Items

Action (Consent): 10.02 Nursing Licensure Certificate - Certificate of Achievement - Deactivation Program

Resolution: To approve program deactivation

To approve consent agenda, agenda items 10.02, 10.03, 10.04, 10.05, 10.06, 10.07, 10.08, 10.09, 10.10, 10.11, and 10.12.

Motion by Christina Shelby, second by Lisa Harvey.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 10.03 ENGL 2410 - Fiction Writing I - Course CCN Revision - Correspondence Education Addendum

Resolution: To approve correspondence education addendum

To approve consent agenda, agenda items 10.02, 10.03, 10.04, 10.05, 10.06, 10.07, 10.08, 10.09, 10.10, 10.11, and 10.12.

Motion by Christina Shelby, second by Lisa Harvey.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 10.04 ENGL 2411 - Fiction Writing II - Course CCN Revision - Correspondence Education Addendum

Resolution: To approve correspondence education addendum

To approve consent agenda, agenda items 10.02, 10.03, 10.04, 10.05, 10.06, 10.07, 10.08, 10.09, 10.10, 10.11, and 10.12.

Motion by Christina Shelby, second by Lisa Harvey.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 10.05 ENGL 2413 - Poetry Writing II - Course CCN Revision - Correspondence Education Addendum

Resolution: To approve correspondence education addendum

To approve consent agenda, agenda items 10.02, 10.03, 10.04, 10.05, 10.06, 10.07, 10.08, 10.09, 10.10, 10.11, and 10.12.

Motion by Christina Shelby, second by Lisa Harvey.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 10.06 ENGL 2420 - Modern Fiction - Course CCN Revision - Correspondence Education Addendum

Resolution: To approve correspondence education addendum

To approve consent agenda, agenda items 10.02, 10.03, 10.04, 10.05, 10.06, 10.07, 10.08, 10.09, 10.10, 10.11, and 10.12.

Motion by Christina Shelby, second by Lisa Harvey.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 10.07 ENGL 2430 - Survey of American Literature 1600-1865 - Course CCN Revision - Correspondence Education Addendum

Resolution: To approve correspondence education addendum

To approve consent agenda, agenda items 10.02, 10.03, 10.04, 10.05, 10.06, 10.07, 10.08, 10.09, 10.10, 10.11, and 10.12.

Motion by Christina Shelby, second by Lisa Harvey.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 10.08 ENGL 2431 - Survey of American Literature 1865 to Present - Course CCN Revision - Correspondence Education Addendum

Resolution: To approve correspondence education addendum

To approve consent agenda, agenda items 10.02, 10.03, 10.04, 10.05, 10.06, 10.07, 10.08, 10.09, 10.10, 10.11, and 10.12.

Motion by Christina Shelby, second by Lisa Harvey.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 10.09 ENGL 2440 - World Literature Ancient-Early Renaissance - Course CCN Revision - Correspondence Education Addendum

Resolution: To approve correspondence education addendum

To approve consent agenda, agenda items 10.02, 10.03, 10.04, 10.05, 10.06, 10.07, 10.08, 10.09, 10.10, 10.11, and 10.12.

Motion by Christina Shelby, second by Lisa Harvey.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action: 10.10 ENGL 2446 - Survey of British Literature Romanticism-20th Century - Course CCN Revision - Correspondence Education Addendum

Resolution: To approve correspondence education addendum

To approve consent agenda, agenda items 10.02, 10.03, 10.04, 10.05, 10.06, 10.07, 10.08, 10.09, 10.10, 10.11, and 10.12.

Motion by Christina Shelby, second by Lisa Harvey.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action (Consent): 10.11 FIRE 95 - Basic Fire Academy - Class Size Revision

Resolution: To approve class size revision

To approve consent agenda, agenda items 10.02, 10.03, 10.04, 10.05, 10.06, 10.07, 10.08, 10.09, 10.10, 10.11, and 10.12.

Motion by Christina Shelby, second by Lisa Harvey.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

Action (Consent): 10.12 Course substitution for S. Williams - BET 112 for PAL 138 - Paralegal Studies, AA

Resolution: To approve course substitution for S. Williams - BET 112 for PAL 138 - Paralegal Studies, AA

To approve consent agenda, agenda items 10.02, 10.03, 10.04, 10.05, 10.06, 10.07, 10.08, 10.09, 10.10, 10.11, and 10.12.

Motion by Christina Shelby, second by Lisa Harvey.

Final Resolution: Motion Carries

Yea: Scott Jones, Leslie Huiner, Patty Golder, Lisa Harvey, Christina Shelby, Sandy Visser, Stephanie Briano

11. TABLED ITEMS

Action: 11.01 None

12. CURRICULUM TRAINING

Information, Presentation: 12.01 TBA

Discussion: The Chair announced that two training sessions, one by the Articulation Officer and one by the Chair, will be held at the October meeting. The Chair reminded the committee that the pre-meeting review of agenda items serves as the official first read and is critical for streamlining the approval process.

The meeting was adjourned at 2:58 PM