# CUYAMACA COLLEGE

## CURRICULUM, GENERAL EDUCATION AND ACADEMIC
## POLICIES AND PROCEDURES COMMITTEE

### Minutes of September 2, 2025

CO-CHAIRS: ☑ Annalinda Arroyo, ☑ Jeanie Machado Tyler

MEMBERS: ☑ Roula Aoneh, ☑ Josh Eggleton, ☑ Bryan Elliott, ☑ Josue Franco, ☑ Jane Gazale, ☑ Aseel Hanna, ☑ Tania Jabour, ☑ Richard Jimenez, ☑ Jonathan Martin, ☑ Laura Ratto, ☑ Vivi Ricardez Veasey, ☑ Kimberly Wolfe, ☑ Laurie Woods

EX-OFFICIO: ☐ Anthony Campbell, ☐ George Dowden, ☐ Tammi Marshall, ☐ Agustin Orozco, ☐ Marissa Salazar, ☐ Rita Ghazala

RECORDER/MINUTES: Julie Kahler/Aiden Lovewell

GUESTS: Taylor Smith, Nicole Hernandez, Joan Rettinger, Tom Bugzavich, Marissa Salazar, Cyrus Saghafi, Teresa Hodges

APPROVAL OF MINUTES of May 20, 2025: *Woods/Jabour* to approve: 9 Yes, 0 No, 4 Abstentions.

ACTION ITEMS: Adoption of the Consent Calendar:

♦ **ART 140, 141:** CCN Modifications, SLOs
**Art History for Transfer (AA-T), Studio Art for Transfer (AA-T) Art-Animation (Associate in Arts), Art-Drawing, Painting, and Printmaking (Associate in Arts), Art-Illustration, Design, and Digital Arts (Associate in Arts), Art-Visual Communication Design (Associate in Arts):** CCN Modifications

♦ **BIO 230:** Modification, SLOs

♦ **ENGL 122:** CCN Modification
**ENGL 200, 202:** Modifications, SLOs

♦ **ES 010, 011, 012, 013, 125ABC, 171ABC, 253, 270:** Deactivations

♦ **ESL 045NC, 045RNC, 050NC, 050SNC:** Additions, Assign to Discipline/s, PLOs
**ESL 045, 045R, 050, 050S:** Modifications

Pulled from consent calendar:

♦ **ART 140, 141:** CCN Modifications, SLOs
**Art History for Transfer (AA-T), Studio Art for Transfer (AA-T) Art-Animation (Associate in Arts), Art-Drawing, Painting, and Printmaking (Associate in Arts), Art-Illustration, Design, and Digital Arts (Associate in Arts), Art-Visual Communication Design (Associate in Arts):** CCN Modifications
We are waiting for alignment forms and signatures from Grossmont College. Annalinda reminded committee members that we need these alignment forms before we can approve these items. Moved to the next consent calendar.

♦ **BIO 230:** Modification, SLOs
BIO 230 is also being pulled for the return of the alignment forms. Moved to the next consent calendar.

♦ **ENGL 122:** CCN Modification
ENGL 122 is also being pulled for the return of the alignment forms. Moved to the next consent calendar.

♦ **ES 253:** Deactivations
ES 253 is being permanently pulled because it is actively being offered at Grossmont College. We don't want to modify our program to exclude this course for any students who are taking it there. This course will not return on the next consent calendar.

*Woods/Ricardez Veasey* to approve the consent calendar minus pulled items: 13 Yes, 0 No, 1 Abstention.

INFORMATION ITEMS:

♦ **ASL 125, 126:** Modifications, SLOs
Jane Gazale reviewed the changes being made to ASL. These are minor edits being made to technologies, textbooks, and references, as well as SLOs. Reviewed and forwarded for action.

- **AUTO 100L, 162, 162L, 162T:** Modifications, SLOs
  **AUTO 111, 111L, 111T, 131, 131L, 131T (SLOs), 161, 161L, 161T, 194, 194L, 194T, 212, 213, 214, 215:** Modifications
  **AUTO 121, 121L, 121T, 126, 126L, 126T, 143, 143L, 143T, 144, 144L, 144T, 151, 151L, 151T, 153, 153L, 153T, 181, 181L, 181T, 183, 183L, 183T, 283, 283L, 283T, 284, 284L, 284T, 285, 285L, 285T:** Review
  **AUTO 099, 132, 132L, 132T, 210, 263, 263L, 263T, 264, 264L, 264T:** Review
  Annalinda Arroyo reviewed the changes to AUTO. AUTO 100L is being revamped with updates to the title, course content, texts, and references, and SLOs. AUTO 162, AUTO 162L, and AUTO 162T are all receiving updates to course content, method of evaluation, texts and references, and SLOs. AUTO 111, 111L, 111T, 131, 131L, 131T, 161, 161L, 161T, 194, 194L, 194T, 212, 213, 214, and 215 are all receiving updates to course content as well as textbooks and references to bring them current. AUTO 212, 213, 214, and 215 are receiving language updates for work experience. AUTO 099, 132, 132L, 132T, 210, 263, 263L, 263T, 264, 264L, and 264T are all receiving updates to texts and references. AUTO 121, 121L, 121T, 126, 126L, 126T, 143, 143L, 143T, 144, 144L, 144T, 151, 151L, 151T, 153, 153L, 153T, 181, 181L, 181T, 183, 183L, 183T, 283, 283L, 283T, 284, 284L, 284T, 285, 285L, and 285T are all receiving updates to texts and references. Reviewed and forwarded for action.

- **BUS 195:** Modifications
  **BUS 120, 121, 124, 156, 176:** Review
  Annalinda Arroyo reviewed the changes being made to BUS. BUS 195 is being brought up to date with language changes. BUS 120, 121, 124, 156, and 176 are all receiving textbook updates. Reviewed and forwarded for action.

- **CADD 115, 120:** Modification, SLOs
  Cyrus Saghafi reviewed the changes being made to CADD. CADD 115 is being updated to separate lecture hours from lab hours, update textbooks and references, SLOs, and course content. Cyrus compared these courses to the university and noted that they offer the lab for 3 hours, and we offer it for 4 hours. Lab hours are going to continue to be tweaked in more courses due to the new Standardized Attendance Accounting Method (SAAM). CADD 120 is receiving similar changes to CADD 115. Julie Kahler noted that ENGR 119 is not directly cross-listed with the CADD 120 course, but is offered at the same time, so it will need to be submitted with the necessary changes as well. Reviewed and forwarded for action.

- **CD 129:** Review
  Nicole Hernandez reviewed the changes being made to CD. CD 129 is receiving textbook updates for the 5-year review cycle. Reviewed and forwarded for action.

- **CIS 110:** Review
  Annalinda Arroyo reviewed the changes being made to CIS. CIS 110 is receiving updates to texts and references. Reviewed and forwarded for action.

- **COMM 124:** Review, SLOs
  **COMM 110:** Review
  Annalinda reviewed the changes being made to COMM. COMM 124 is receiving updates to texts, references, and SLOs. COMM 110 is receiving updates to texts and references. Reviewed and forwarded for action.

- **CS 181:** Review
  Annalinda Arroyo reviewed the changes being made to CS. CS 181 is receiving updates to texts and references. Reviewed and forwarded for action.

- **ES 009ABC, 014ABC, 019ABC, 155BC, 213:** Modifications, SLOs
  **ES 024ABC, 028ABC, 155A, 170ABC:** Review, SLOs
  **ES 175ABC, 180, 206, 227, 249:** Review
  Laura Ratto reviewed the changes being made to ES. ES 009A, B, and C are receiving updates to title, catalog description, course content, course objectives, texts and references, exit skills, and SLOs. ES 014A, B, and C are receiving updates to most of the course content to bring them up to date. ES 019ABC is receiving updates to most of the courses to bring them up to date. 155BC is receiving updates to text, references, and SLOs. ES 213 is undergoing a complete overhaul of the course to bring it up to date. ES 024ABC is receiving updates to texts, references, and SLOs. ES 028ABC is receiving updates to texts, references, and SLOs. ES 155A is receiving updates to texts, references, and SLOs. ES 170ABC is receiving updates to texts, references, and SLOs. ES 175ABC, 180, 206, 227, and 249 are all receiving updates to their texts and references. Reviewed and forwarded for action.

- **ESL 020:** Modification, SLOs
  Laurie Woods reviewed the changes being made to ESL. ESL 020 is receiving significant modifications to all aspects of the course. This class has shifted from focusing on writing to focusing more on learning English through speech, history, and culture. Reviewed and forwarded for action.

- **ETHN 114:** Review
  Teresa Hodges reviewed the changes being made to ETHN. ETHN 114 is receiving textbook updates for the 5-year review cycle.

- **GD 105:** Review
  Tom Bugzavich reviewed the changes being made to GD. GD 105 is receiving updates to the lecture hours, lab hours, and textbooks and references. Reviewed and forwarded for action.

- **HED 120, 251:** Review
  Annalinda Arroyo reviewed the changes being made to HED. HED 120 and 251 are both receiving updates to texts and references. Reviewed and forwarded for action.

- **MUS 052, 058:** Review
  **MUS 090, 091, 108, 109, 110, 120, 121, 122, 123, 132, 133, 190, 191, 206, 208, 209, 221, 222, 232, 233, 290, 291:** Review
  Taylor Smith reviewed the changes being made to MUS. Most of these courses are receiving 5-year review cycle changes. Some courses had no textbooks because of how the courses are taught, but Taylor found some textbooks to satisfy the required texts portion of the COR's. The textbooks will need to be formatted for CIM, but are otherwise correct. Reviewed and forwarded for action.

- **OH 121, 130, 220:** Modifications, SLOs
  **OH 102, 120:** Modification
  **OH 114, 116, 117, 140, 170:** Review
  **OH 180:** Review, SLOs
  Amy Huie reviewed the changes being made to OH. OH 121 is receiving updates to textbooks and references, as well as SLOs. OH 130 is receiving updates to textbooks and references, as well as SLOs. OH 220 is receiving updates to wording, course objectives, method of evaluation, textbooks, and references, and SLOs. OH 102 is receiving updates to wording, method of evaluation, and texts and references. OH 120 is receiving updates to minimum instructional facilities, texts, and references. OH 114, 116, 117, 140, and 170 are all receiving updates to texts and references for the 5-year review cycle. OH 180 is receiving updates to texts and references, as well as SLOs. Reviewed and forwarded for action.

- **PARA 110, 160:** Review, SLOs
  **PARA 125, 170:** Review
  Joan Rettinger reviewed the changes being made to PARA. PARA 110 and 160 are receiving standard 5-year review cycle updates to textbook and consolidation of SLOs. PARA 125 and 170 are receiving textbook updates for the 5-year review cycle. Reviewed and forwarded for action.

- **PSY 138:** Review, SLOs
  Marissa Salazar reviewed the changes being made to PSY. PSY 138 is receiving updates to textbooks and references, as well as SLOs for the 5-year review cycle. Reviewed and forwarded for action.

- **SOC 138:** Review, SLOs
  **SOC 114, 120, 125:** Review
  Marissa Salazar reviewed the changes being made to SOC. SOC 120 and 125 are receiving updates to textbooks and SLOs for the 5-year review cycle. The changes to SOC 114 are the same as the ETHN 114 changes. The changes to SOC 138 are the same as the PSY 138 changes. Reviewed and forwarded for action.

  OTHER:

- COR: Entrance/Exit Skills one level
- COR: Reading and Writing, Title 5, Section 55002
- Goals for the Curriculum Year (Continued)
  - Curriculum Software Management System

- o CIM (CourseLeaf Curriculum Inventory Management)
  - Streamline and digitize the curriculum process.
  - Continue to refine our processes with a lens of diversity, equity, and inclusivity.

♦ Chairs Report

♦ Dates:

- Curriculum proposals for the 2026-2027 curriculum year from faculty and deans are due to the Instructional Operations Supervisor by the end of the day on Wednesdays on the following dates:
  - o March 26, 2025
  - o April 16, 2025
  - o May 7, 2025
  - o August 20, 2025
  - o **September 3, 2025**
  - o September 17, 2025
  - o October 8, 2025
  - o October 22, 2025 (Last submittals for the December board packet)
  - o November 5, 2025
- Fall 2025: Curriculum Information Management (CIM) implementation.
  - o After CIM implementation, the deadline dates will remain the same. Curriculum is to be submitted directly to CIM.
- August 20, 2025:
  - o The deadline for faculty to turn in curriculum to meet the Five-Year Curriculum Review Cycle of Courses overdue for Spring 2026
  - o The deadline date for faculty to turn in curriculum to meet the October 2025 Board Packet
- October 1, 2025: Notification of the intention to delete a program (degree or certificate) must be sent to the Instructional Operations Supervisor. This requirement is for Admissions and Records to prepare the next year's student application for the major.
- October 14, 2025: The Governing Board to review and approve October board packet.
- **October 22, 2025**: The deadline date for faculty to turn in Curriculum to meet the December Board Packet and;
  - o Modifications for transfer degrees (ADTs) are due by the December Board Packet deadline.
  - o To ensure the deadlines for Curriculum Committee and Governing Board approval can be met, as well as being mindful of the Articulation timeline, course deactivations and deletions should be submitted as early as possible in the fall semester and by the December board packet deadline.
  - o Transfer GE for the next calendar year must be approved at the last meeting in fall for the next calendar year, 2026-2027
  - o Course numbering changes are to be turned in by the December board packet deadline.
- December 16, 2025: The Governing Board to review and approve December board packet.
- March 2026: The Governing Board to review and approve March board packet. Deadline date to turn in curriculum and board meeting date: TBA.

♦ Articulation Timeline (GE approvals):

- The Articulation Officer determines if courses are CSU transferable.
- Courses are submitted for UC transferability once per year between August 1st – August 25th.
  - o UC transferability decisions are typically returned no later than October (following submission).
  - o Any UC transferability approvals would be effective in the semester we gain approval (courses submitted August 2025 will be effective fall 2025, if approved).
- Courses that were approved as UC transferable can be submitted in December of each year to be approved for Cal-GETC
  - o Only Curriculum Committee approval of COR is needed, not the Board.
  - o Cal-GETC decisions are typically returned in May and go into effect the following fall semester (courses submitted in December 2025 will be effective fall 2026).