

# CUYAMACA COLLEGE

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

Minutes of September 16, 2025

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

MEMBERS: ☒ Roula Aoneh, ☐ Nancy Bahena ☒ Josh Eggleton, ☒ Bryan Elliott, ☒ Josue Franco, ☒ Jane Gazale,  
☒ Aseel Hanna, ☒ Debra Hills, ☒ Tania Jabour, ☒ Richard Jimenez, ☒ Laura Ratto, ☒ Vivi Ricardez Veasey,  
☒ Kimberly Wolfe, ☒ Laurie Woods

EX-OFFICIO: ☐ Anthony Campbell, ☐ George Dowden, ☐ Tammi Marshall, ☐ Victoria Marron, ☐ Rita Ghazala

RECORDER/MINUTES: Julie Kahler/Aiden Lovewell

GUESTS: Joan Rettinger, Annie Zuckerman, Taylor Smith, Amy Huie, Julie Godfrey, Cyrus Saghafi, Marissa Salazar

APPROVAL OF MINUTES of September 2, 2025: Ricardez Veasey/Eggleton to approve: 15 Yes, 0 No, 0 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
- ♦ **ASL 125, 126:** Modifications, SLOs
- ♦ **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
- ♦ **BIO 230:** Modification, SLOs
- ♦ **BUS 195:** Modifications  
**BUS 120, 121, 124, 156, 176:** Review
- ♦ **CADD 115, 120:** Modification, SLOs
- ♦ **CD 129:** Review
- ♦ **CIS 110:** Review
- ♦ **COMM 124:** Review, SLOs  
**COMM 110:** Review
- ♦ **CS 181:** Review
- ♦ **ENGL 122:** CCN Modification
- ♦ **ES 009ABC, 014ABC, 019ABC, 155BC, 213:** Modifications, SLOs  
**ES 024ABC, 028ABC, 155A, 170ABC:** Review, SLOs  
**ES 175ABC, 180, 206, 227, 249:** Review
- ♦ **ESL 020:** Modification, SLOs
- ♦ **ETHN 114:** Review
- ♦ **GD 105:** Review, SLOs
- ♦ **HED 120, 251:** Review
- ♦ **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
- ♦ **OH 121, 130, 220:** Modifications, SLOs  
**OH 102, 120:** Modification  
**OH 114, 116, 117, 140, 170:** Review  
**OH 180:** Review, SLOs
- ♦ **PARA 110, 160:** Review, SLOs  
**PARA 125, 170:** Review
- ♦ **PSY 138:** Review, SLOs
- ♦ **SOC 138:** Review, SLOs  
**SOC 114, 120, 125:** Review

*Elliott/Jabour* to approve the consent calendar minus pulled items: 15 Yes, 0 No, 0 Abstention.

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:** CCN Modifications, SLOs  
Annalinda Arroyo explained that we were waiting on alignment forms from Grossmont College. There were some comments from Grossmont, but these comments are not impeding the approval of these courses. Reviewed and forwarded for action.
- ♦ **BIO 230:** Modification, SLOs  
Annalinda explained that we were waiting on alignment forms for this course, and we now have them. Reviewed and forwarded for action.
- ♦ **CADD 120:** Modification, SLOs  
Annalinda explained that ENGR 119 is similar to CADD 120, but it is not hard-coded to be cross-listed. We are now cross-listing these courses. CADD 120 is being pulled to return as an information item at the next Curriculum meeting with ENGR 119.
- ♦ **ENGL 122:** CCN Modification  
Annalinda explained that we were waiting on alignment forms for this course, and we now have them. Reviewed and forwarded for action.
- ♦ **AUTO 194, 194L, 194T:** Modifications  
Annalinda explained that at our last meeting, we discussed using “(classic)” as a standard for textbooks that are more than 5 years old. Classic has been added to all three of these course textbook references. Reviewed and forwarded for action.
- ♦ **ES 175ABC:** Review  
Annalinda explained that the textbook link for these courses doesn’t work when clicked. The links are correct, but won’t open correctly for unknown reasons. Reviewed and forwarded for action.
- ♦ **GD 105:** Review, SLOs  
Annalinda explained that SLO 3 is being updated to modernize the language. Reviewed and forwarded for action.
- ♦ **OH 121, 130, 220:** Modifications, SLOs  
**OH 180:** Review, SLOs  
Annalinda explained that we are adding the “(classic)” textbook language for OH 121, 130, and 180. For OH 220, there are formatting updates and the addition of a link in the texts and references. OH 130 is additionally receiving an update to SLO 3. Reviewed and forwarded for action.
- ♦ **PSY 138:**  
Annalinda explained that the SLOs for PSY 138 and SOC 138 should have been identical. They are now identical. Reviewed and forwarded for action.
- ♦ **SOC 138:**  
Same as PSY 138 noted above. Reviewed and forwarded for action.
- ♦ **CS 181:**  
Annie Zukerman explained that CS 181 is receiving changes to texts and references. This proposal is now ready for approval.

*Woods/Ricardez Veasey* to approve the pulled items: 15 Yes, 0 No, 0 Abstentions.

#### INFORMATION ITEMS:

- ♦ **AUTO 171, 171L, 171T:** Modifications  
**AUTO 211:** Review, SLOs  
Annalinda reviewed the changes being made to AUTO. The AUTO 171 series is receiving minor updates to text and

references, as well as revised language for clarity. AUTO 211 is receiving updates to texts and references, as well as SLOs. Reviewed and forwarded for action.

♦ **BUS 125:** Review

Joan Rettinger reviewed the changes being made to BUS 125. BUS 125 is receiving SLO updates, and after reviewing SLO 1, the curriculum committee and Joan discussed revising or removing the SLO. Joan and the committee agreed and asked Julie Kahler if striking the SLO is a possibility at this point, and Julie said that she will make a note to remove it. Reviewed and forwarded for action.

♦ **CADD 132:** Modification, SLOs

**CADD 128, 131, 133:** Modifications

**CADD 126:** Deactivation

Annalinda reviewed the changes being made to CADD. CADD 132 is being changed to CADD 130, and there are updates to the catalog description, prerequisites, course content, course objectives, and SLOs. For CADD 128, there are updates to the catalog description prerequisites, the removal of recommended preparation, textbooks, and references, and language changes. CADD 131 is receiving updates to textbooks and references. CADD 133 is receiving updates to textbooks and references, as well as minor language updates. CADD 126 is being deactivated due to a lack of interest from the industry and students. Reviewed and forwarded for action.

♦ **EHSM 221, 223, 225, 226, 227, 228, 229:** Additions, Assign to Discipline/s, Content Review, SLOs

**EHSM 115, 117, 220:** Additions, Assign to Discipline/s, SLOs

**Stormwater Management SWRCB Construction (Certificate of Specialization):** Addition, PLOs

Julie Godfrey reviewed the additions to EHSM. The Stormwater Management program certificate of specialization addition is now here. These proposals were reviewed and approved by state officials. In California, we are currently the only college offering this program. EHSM 115 is titled "Runoff Sampling for Construction," and this is the base course for understanding stormwater management. EHSM 117 is titled "Stormwater Best Management Practices for Construction." EHSM 220 is titled "Stormwater Runoff Management Regulatory Concepts" and is geared towards management from corporations and inspectors from the city or state. EHSM 221 is titled "Stormwater Runoff Management Technical Background," and this is the implementation version of the concepts from EHSM 220. The curriculum committee noted that EHSM 220 will require exit skills, and EHSM 221 will require entrance skills. EHSM 223 is titled "Stormwater Runoff Management Construction Inspections" and is the course that is used to do weekly or monthly inspections at sites, depending on permits. EHSM 225 is titled "Stormwater Runoff Management Post-Construction Best Management Practice Inspections." EHSM 226 is titled "Erosion and Sedimentation Concepts." EHSM 227 is titled "Erosion and Sedimentation Calculations." EHSM 228 is titled "Stormwater Quality Concepts." Finally, EHSM 229 is titled "Stormwater Quality Calculations." The committee shared some feedback with Julie Godfrey, including the use of "Calculations" in the name of the courses, without recommending or requiring some form of math knowledge. The committee discussed the possibility of changing the wording in the names. Julie explained that this, unfortunately, would mean that these courses would need to undergo the regular curriculum process and state approval process again for that small change. Julie and the committee agreed that this change was probably not worth going through this lengthy process again. Reviewed and forwarded for action.

♦ **ES 121, 209, 218, 230:** Modifications, SLOs

**ES 224:** Review, SLOs

Laura Ratto reviewed the changes being made to ES. ES 209 is receiving updates to the catalog description and SLOs. ES 218 and 230 are receiving updates to catalog description, SLOs, special materials, and text and references. ES 224 is being updated to make it available to students again. It was last offered in 2017, and the dean of AKHE would like it to be offered once again. The ES 121 is cross-listed with PSY 121. The previous revisions did not get IGETC approval, so the course is being revised again. New terminology to get rid of applied components and the inclusion of more theory-based language will hopefully get IGETC approval this time. Reviewed and forwarded for action.

♦ **ESL 010:** Modification, SLOs

Laurie Woods reviewed the changes being made to ESL. ESL 010 is an elective course designed to provide ESL students with additional practice in English. The course is being updated to add more speaking activities and a visit to the museum. Reviewed and forwarded for action.

♦ **MUS 105, 117, 118, 126, 127, 170, 171, 184, 205, 226, 227, 270, 271:** Review

Taylor Smith reviewed the changes being made to MUS. All of these courses are receiving updates to texts and references to satisfy the Five-Year Curriculum Review cycle. Reviewed and forwarded for action.

- ♦ **OH 118:** Review  
**OH 105:** Deactivation  
**Floral Design Operations (Certificate of Achievement):** Addition, PLOs  
**Landscape Design (Certificate of Achievement):** Addition, PLOs  
Amy Huie reviewed the changes being made to OH. OH 118 is receiving text and reference updates. OH 105 was based on rare fruit growth, and we attempted to offer it several times; however, due to low enrollment, it is being deactivated. The program narratives for the certificates of achievement still need to be submitted to Julie Kahler. Floral Design Operations is being created to provide students with an opportunity to demonstrate proficiency in floral design. Landscape Design is designed for students who want to become landscape designers but don't want to commit to the full six years of the landscape architecture test process, offering a smaller unit program option. Reviewed and forwarded for action.
- ♦ **PARA 180:** Addition, Assign to Discipline, Content Review, SLOs  
**PARA 175, 176:** Review  
**Paralegal Studies (Associate in Science):** Modification  
Joan Rettinger reviewed the changes being made to PARA. PARA 180 is an immigration law course. This type of law is subject to regular updates so that it will be reviewed periodically in the Curriculum for changes. PARA 175 and 176 are receiving updates to textbooks and references. Paralegal Studies is being updated to include the new PARA 180 course addition. Reviewed and forwarded for action.
- ♦ **PSY 205:** Modification, Content Review, SLOs  
**PSY 121:** Modification, SLOs  
**PSY-Behavioral Training (Certificate of Achievement):** Modification  
Marissa Salazar reviewed the changes being made to PSY. For PSY 205, STAT C100 is being removed as a prerequisite, and the multi-level entrance skills are being fixed. For the Behavioral Training certificate, one of the required courses is being removed and replaced with a few new options. PSY 121 is cross-listed with ES 121, and the notes for these are above in ES. Reviewed and forwarded for action.
- ♦ **RE 193:** Review, SLOs  
Joan Rettinger reviewed the changes being made to RE 193. The textbooks and references, as well as SLOs, are being updated. Reviewed and forwarded for action.
- ♦ **SW 110, 120:** Modifications, Content Review, SLOs  
**Social Work (Certificate of Achievement):** Modification  
Marissa Salazar reviewed the changes being made to SW. SW 120 is being changed to SW 100 to align with SW 110, and it's receiving a revised catalog description. SW 110 is receiving an added prerequisite for SW 120 (will be SW 100), a reworked catalog description, added entrance skills, and updated SLOs. The Social Work Certificate title and courses are being updated to reflect the changes to SW 110 and 120. Reviewed and forwarded for action.
- ♦ **WEX 110:** Modification  
Annalinda reviewed the changes being made to WEX 110. The language is being updated to reflect the new work experience language. Reviewed and forwarded for action.
- ♦ **CCN Phase II Guidance & Phase III Information**  
Annalinda reviewed the CCN information. This PowerPoint outlines the courses in each phase and indicates which college should submit their paperwork first. Annalinda encouraged committee members to review this PowerPoint. There is a wealth of critical information on this page regarding submissions and deadlines.

## OTHER:

- ♦ Credit by Exam: Process to approve courses
- ♦ ESL Placement
- ♦ Goals for the Curriculum Year (Continued)
  - Curriculum Software Management System
    - 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

• “New” Standardized Attendance Accounting Method (SAAM)

Jeanie Machado Tyler shared information on the new Standardized Attendance Accounting Method. SAAM will bring new changes and some unintended consequences. This new method was initialized as an economic decision. One calculation will now be used for FTES instead of several calculations factoring in. In regards to course units, we will need to have separate lecture and lab hours. Following that separation, a new category of errors emerged at Grossmont with their units on a few courses. Approximately 105 of the Cuyamaca courses now have “dangling hours” where the lab hours don’t add up to a half-unit minimum. There will need to be conversations with deans, chairs, and faculty regarding each course and how they would like to adjust the lab hours. We need to be in compliance by fall 2027.

• Course rotation, and Program Discontinuance AP 4021 (Accreditation)

Jeanie also noted that Program Discontinuance AP 4021 is up to date. In regards to course rotation, we need to monitor degree and certificate requirements and verify if courses are being offered in a sequence that allows students to complete them in a timely manner.

• Fall 2025 Curriculum Committee Training

• Assess 2023-2025 CC Curriculum Committee Goals

- 2023-2024 goals agendized @ Curriculum 10/17/23
- 2023-2024 goals adopted @ College Council 10/25/23;
- 2023-2024 goals agendized & readopted for 2024-2025 @ Curriculum 09/03/2024;

• Draft 2025-2026 CC Curriculum Committee Goals (09/23 Tech Review – 10/07 Curriculum)

♦ 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:

- March 26, 2025
- April 16, 2025
- May 7, 2025
- August 20, 2025
- September 3, 2025
- **September 17, 2025**
- October 8, 2025
- October 22, 2025 (Last submittals for the December board packet)
- November 5, 2025 (**Start of March board packet curriculum**)

• Fall 2025: Curriculum Information Management (CIM) implementation.

- After CIM implementation, the deadline dates will remain the same. Curriculum is to be submitted directly to CIM.

• August 20, 2025:

- The deadline for faculty to turn in curriculum to meet the Five-Year Curriculum Review Cycle of Courses overdue for Spring 2026
- 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;

- Modifications for transfer degrees (ADTs) are due by the December Board Packet deadline.
- 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.
- Transfer GE for the next calendar year must be approved at the last meeting in fall for the next calendar year, 2026-2027
- 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.
    - UC transferability decisions are typically returned no later than October (following submission).
    - 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
    - Only Curriculum Committee approval of COR is needed, not the Board.
    - 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).