

**I. GENERAL MATTERS**

**A. Roll Call**

*Present:* Aguirre, Dingman-Katz, Finnegan, Montes, Osea, Poturica, Thomas, Whetzel, Xu, Zuber

*Absent:* Polak, Simpson-Logg, Smith, Terrill, Varela

*Guests:* Dewey, Petti, Terrill, Varela, Velazquez-Zvierkova

*Recorder:* Nelson

**B. Approval of Minutes:** M/S/C (Whetzel/Zuber) to approve the minutes from the September 26, 2025, meeting.

**C. Agenda Revisions:** Move items III.A.1 to the regular agenda.

**D. Approval of Agenda:** M/S/C (Zuber/Dingman-Katz) to approve the agenda as amended.

**II. PUBLIC COMMENT**

None

**III. CONSENT AGENDA**

M/S/C (Thomas/Whetzel) to approve the consent agenda as amended.

**A. FSC (Dewey)**

**1. FSC 90 – Fire Fighter II**

a. Course modification (Remove co-requisite)

**B. MTH (Terrill, Upton)**

**1. MATH C2210 – Calculus I: Early Transcendentals**

a. Course modification (CCN – subject, number, title, catalog description, prerequisite, MOE, textbook, objectives, outline)

**2. MATH C2220 – Calculus II: Early Transcendentals**

a. Course modification (CCN – subject, number, title, catalog description, prerequisite, MOE, textbook, objectives, outline)

**C. SOCI (Varela)**

**1. SOCI C1000 – Introduction to Sociology**

a. Course modification (CCN- subject, number, catalog description, MOE, textbook, objectives, outline)

**IV. COURSE/PROGRAM PROPOSALS**

**A. HSP (Heston)**

**1. HSP 102 – Event Planning and Hosting**

a. M/S/C (Zuber/Thomas) to approve the assignment of discipline of Small Business Development (Entrepreneurship).

**B. FSC (Dewey)**

**1. FSC 75 – Fire Apparatus Driver / Operator IA**

a. First reading for FSC 75 and FSC 76. Dewey explained to the committee that these courses are being developed to help fire fighters obtain fire engine endorsement to drive a fire engine and operate the pumps. Dewey added that fire chiefs are requesting these courses. The curriculum is based on the California State

Fire Training approved course plan. Thomas asked about some verbiage in the catalog description. Dewey replied that he referred to the catalog description from SRJC to be in sync with other schools offering the same curriculum in the area. Whetzel suggested removing the items listed under equipment since this area is reserved for items the students will need to provide, not the school. Whetzel inquired about the objectives and SLOs. Dewey explained that the objectives and SLOs are set by the state curriculum and cannot change it. Whetzel also suggested removing the assignments listed under the methods of instruction. Osea asked about the hours of the course and suggested increasing the hours to 51 so the course is one unit versus half a unit. Dewey added that the hours are predicted by the state and cannot be changed.

**2. FSC 76 – Fire Apparatus Driver / Operator IB – Pumping Apparatus Operations**

- a. New course proposal – *First reading*

**C. SPN (Velazquez-Zvierkova)**

**1. SPN 551 – Elementary Spanish for Older Adults: Level II**

- a. M/S/C (Zuber/Thomas) to approve SPN 551.
- b. M/S/C (Whetzel/Finnegan) to approve the assignment of discipline of Foreign Languages, Linguistics, or Older Adults: Noncredit.

**V. DISCUSSION**

**A. Common Course Numbering**

No update

**B. Committee Goals 2025-2026**

Aguirre reviewed the committee's goals which include:

- 1. Review courses and programs for relevance, currency, accuracy, and consistency.
- 2. Updating curriculum procedures to meet new Title V regulations.
- 3. Continuing to meet the requirements of updating curriculum to CCN templates.

Aguirre asked the committee for feedback. Finnegan asked about curriculum onboarding for new faculty. Aguirre replied that there is no specific curriculum training but does provide training for faculty completing their five-year review process. Whetzel added that she and Montes have provided COR/syllabus training for part-time faculty in the past. Montes added that curriculum was part of onboarding in the past, but faculty feedback was nothing was retained. The committee agreed to add another goal:

- 4. Increase faculty training in curriculum.

FUTURE MEETINGS: November 14, December 5, February 6, 2026, March 6, April 10, April 24, May 8

Meeting adjourned at: 12:20 p.m.