



Curriculum Committee Meeting Minutes

Meeting Date	Meeting Time	Meeting Location	Chair/Vice Chair	Note Takers
October 29, 2025	3:04 PM – 5:00 PM	Student Union 214	Michael Lannom Mark Hamamura	Anna Butler John-Paul Nguyen

Voting Membership

REPRESENTING		MEMBER
ARTICULATION OFFICER – COUNSELING DIVISION	☐	Manoj Wickremesinghe (online)
BUSINESS & COMPUTING DIVISION	☐	Fred Judd
CONSUMER & HEALTH SCIENCES DIVISION	☒	Tabitha Liang
COUNSELING DIVISION	☒	Caryn Plum
KINESIOLOGY & ATHLETICS DIVISION	☒	Chris Ketcham
LIBRARY DIVISION	☒	Lori Cassidy
LITERATURE & LANGUAGES DIVISION	☐	Flavia Ruzi
MATHEMATICS & SCIENCES DIVISION – VICE-CHAIR	☒	Mark Hamamura
PROGRAM MAPPING	☒	Laura Reese
SOCIAL & BEHAVIORAL SCIENCES DIVISION	☒	Jessica Gonzalez
TECHNOLOGY DIVISION - CHAIR	☒	Michael Lannom
VISUAL & PERFORMING ARTS DIVISION	☒	Jamie Hitchings
IE COORDINATOR	☒	Sherana Polk
PART-TIME FACULTY	☐	(vacant)
ASOCC STUDENT REPRESENTATIVE	☒	Connor Williamson

Non-Voting Membership

REPRESENTING		MEMBER
OCC PRESIDENT	☐	Angelica Suarez
OCC VICE PRESIDENT OF INSTRUCTION	☒	Tara Giblin
BUSINESS & COMPUTING DIVISION DEAN	☐	Lisa Knuppel
CONSUMER & HEALTH SCIENCES DIVISION DEAN	☐	Kelly Holt
COUNSELING DIVISION DEAN	☐	Renee De Long
KINESIOLOGY & ATHLETICS DIVISION DEAN	☐	Laura Behr
LIBRARY DIVISION DEAN	☐	John Taylor
LITERATURE & LANGUAGES DIVISION DEAN	☒	Michael Mandelkern
MATHEMATICS & SCIENCES DIVISION DEAN	☐	Heather Dy
SOCIAL & BEHAVIORAL SCIENCES DIVISION	☐	John Taylor
TECHNOLOGY DIVISION	☐	Don Carlson
VISUAL & PERFORMING ARTS DIVISION	☒	Larissa Nazarenko
DIRECTOR OF CAREER AND TECHNICAL EDUCATION	☐	(vacant)
GRADUATION SPECIALIST	☐	Leigh Unger
OCC PROGRAM IMPROVEMENT AND ASSESSMENT COORDINATOR	☐	(vacant)
CURRICULUM SUPPORT SPECIALIST	☒	Melissa Rowden (Melissa R.)

Guests (Optional & Voluntary Sign-In): Felicia Coco, Rachel Berman, Melissa Jauregui (Melissa J. - online), Rozanne Capoccia-White (online), Davina Dunner (online), Alexandra Yates (online)

Agenda Items

Item 1: Approval of Agenda & Minutes / Updates

ITEMS	PRESENTER(S)	TOPICS
Agenda and Minutes	Michael Lannom	a. Welcome: Approval of 10/29/25 Agenda Motion 1: Tabitha Liang moved to approve October 29, 2025, agenda; Jamie Hitchings seconded; approved. b. Approval of 10/15/25 Agenda Motion 2: Tabitha Liang moved to approve October 15, 2025, minutes; Jamie Hitchings seconded; approved.
Curriculum Chair Update	Michael Lannom	Michael updated the Committee about the priorities for Curriculum review, to meet the deadlines needed for Fall 2026 implementation. The priority for Curriculum items are: 1. CCN Phase IIA. These need to all pass Dean's level of approval by 10/31/25. 2. CCN Phase IIB, for those that have passed Dean's level of approval by 10/31/25. 3. Course revisions for unit/hour alignment. 4. AA-T/AS-T's affected by CCN changes.(possibly administrative changes done if no other changes other than CCN changes) 5. Additional submissions as time allows, with substantial changes/ and submissions being top priority. Manoj added explained the timeline and process for Cal-GETC submissions.
Curriculum Staff Update	Anna Butler	a. Anna and Melissa R. revised the workflow in CIM, per the request of the Committee discussed in the previous meeting. However, Curriculum items that were submitted before this change will maintain the workflow at the time of submission. b. Curriculum Voting Members will have a to-do list and ability to edit CIM items, once the item reaches each member's approval queue. c. Members also have the ability to roll back submissions at any level. This ability also allows a user to select the workflow level of roll back. d. There was a Curriculum request for a new subject code that was missed for placement on this agenda. This is for an Adult Emeritus program. This will be added to the next agenda. e. The staff also urged faculty members to refrain from using the bundle option in CIM at this time, as the college acclimates on effective use of this feature. f. Curriculum staff will compose a more detailed set of instructions how to enter the prerequisite form in CIM.
Call for Public Comment		Flavia followed up on her concerns with the approval and review process during Technical review. Cal-GETC deadlines were clarified by Michael and Manoj. She suggested following Robert's Rules of order for proposing changes in the order of item review.

Item 2: Articulation/General Education: Manoj Wickremesinghe

COURSE / PROGRAM	ACTION
ANTH A188: Introduction to Forensic Anthropology	CalGETC Area 5: Physical and Biological Sciences – informational item
CMST A100: Interpersonal Communication	CalGETC Area 4: Social & Behavioral Sciences – informational item
ESL A192: Advanced Academic Reading, Research, & Writing in the Humanities	CalGETC Area 3: Arts and Humanities -informational item
FBM A100: Introduction to the Food and Service Industry	CID Request HOSP 100 – informational item
FBM A102: Sanitation and Safety	CID Request HOSP 110 – informational item
FBM A190: Buffet and Catering Service	CalGETC Area 1C: Oral Communication – informational item OCC AA Area A2: Communication and Analytical Thinking, OCC AS Area A2: Communication and Analytical Thinking Motion: Manoj Wickremesinghe moved to approve; Tabitha Liang seconded; motion failed.
FBM A220: Food and Beverage Cost Control	OCC AA Area 2: Mathematical Concepts and Quantitative Reasoning – Informational item. This item has already been approved for the area requested.
FBM A270: Sustainable Food Systems	CalGETC Area 4: Social and Behavioral Sciences, OCC AA Area D: Social and Behavioral Science, OCC AS Area D: Social and Behavioral Sciences This item was tabled.
GEOG A130: Introduction to Weather & Climate	CalGETC Area 5: Physical and Biological Sciences - informational OCC AA Area B: Physical and Biological Science Motion: Manoj Wickremesinghe moved to approve; Jamie Hitchings seconded; motion passed.

Item 3: Consent Items: All Divisions

COURSE / PROGRAM	ACTION	EFFECTIVE TERM
ANTH A105: Anthropology of Nonverbal Behavior	Course Inactivation	FALL 2026
ANTH A188: Introduction to Forensic Anthropology	Requesting Cal-GETC Area 5B, Course Description, Course Objectives, Lecture Content, Course Assignments, Resources, DE	FALL 2026
CA A215: Directed Practice for Culinary Arts	Removing DE, Course Description, Lab Hours from 113 to 108, Arranged Hours, Prerequisite Statement, Course Assignments, Methods of Evaluations	FALL 2026
CA A270: Ice Carving	Course Inactivation	FALL 2026
ESL A192: Advanced Academic Reading, Research, & Writing in the Humanities	Requesting Cal-GETC Area 3B, Lecture & Lab Content (formatting), Advisory Statement, Methods of Evaluation, DE, CIP Code	FALL 2026
HIST A161: World History 1	Requesting Cal-GETC Area 4, Course Description, Objectives, Lecture Content, Requested Placement, Student Contact, Methods of Evaluation, Resources	FALL 2026
HIST A161H: World History 1 Honors	Requesting Cal-GETC Area 4, Course Description, Objectives, Lecture Content, Requested Placement, Student Contact, Methods of Evaluation, Resources	FALL 2026
HIST A162: World History 2	Requesting Cal-GETC Area 4, Course Description, Objectives, Lecture Content, Requested Placement, Student Contact, Methods of Evaluation, Resources	FALL 2026
HIST A162H: World History 2 Honors	Requesting Cal-GETC Area 4, Course Description, Objectives, Lecture Content, Requested Placement, Student Contact, Methods of Evaluation, Resources	FALL 2026
JOUR A126: Multi-Media Reporting and Producing Level 2	Course Inactivation	FALL 2026
JOUR A210: Advanced Newswriting and Reporting	Course Inactivation	FALL 2026
KIN A118: Strength and Conditioning Level 2	Course Inactivation	FALL 2026
KIN A218: Strength and Conditioning Level 4	Course Inactivation	FALL 2026
MATH A004N: Math Jam Basic Math Computational Skills Noncredit	Course Inactivation	FALL 2026
MATH A082N: Math Jam for STEM Pathway Noncredit	Course Inactivation	FALL 2026
MATH A086N: Math Jam for SLAM Pathway Noncredit	Course Inactivation	FALL 2026
MATH A290H: Introduction to Tensors and Calculus on Manifolds Honors	Course Inactivation	FALL 2026
PHIL A185: Contemporary Philosophy	Course Inactivation	FALL 2026

PHYS A115: Physics of Music	Requesting Cal-GETC Area 5A, Reformatting Changes (no content changes)	FALL 2026
RLST A135: Religion, Spirituality and Society	Course Inactivation	FALL 2026
1_CN_CPIL: Comprehensive Pilates Instructor, Certificate of Achievement	Removing Pilates Methodology	FALL 2026

Motion: Tabitha Liang moved to approve the consent items; Jamie Hitchings seconded; approved.

Item 4: Discussion / Action Items

COURSE / PROGRAM	ACTION	EFFECTIVE TERM
Consumer & Health Sciences		
CA A122: Culinary Principles 2	Removing DE, Course Description, Methods of Evaluation, Resources, Material Fee (review) Motion: Tabitha Liang moved to approve; Jamie Hitchings seconded; approved	FALL 2026
CA A126: Principles of Baking 2	Course Description, Lecture Hours from 18 to 9, Lab Hours from 72 to 81, Lecture & Lab Content, Methods of Evaluation, Resources, Remove DE, Material Fee (review) Motion: Tabitha Liang moved to approve; Jamie Hitchings seconded; approved	FALL 2026
CA A126: Principles of Baking 2	Prerequisite CA A149 added, (in addition to current CA A124 listing) Motion: Tabitha Liang moved to approve; Jamie Hitchings seconded; approved	FALL 2026
CA A131: Principles of Artisan	Course Description, Lecture Hours from 27 to 9, Lab Hours from 90 to 135, Course Assignments, Methods of Evaluation, Resources, Remove DE, Material Fees (review) Motion: Tabitha Liang moved to approve; Jamie Hitchings seconded; approved	FALL 2026
CA A131: Principles of Artisan	Prerequisite CA A149 added, CA A124 removed Motion: Tabitha Liang moved to approve; Jamie Hitchings seconded; approved	FALL 2026
CA A205: Culinary & Baking - Specialty Diets	Removing DE, Course Description, Lecture Hours from 18 to 9, Lab Hours from 72 to 81, Course Assignments, Methods of Evaluation, Resources, Affiliated Programs Motion: Tabitha Liang moved to approve; Jamie Hitchings seconded; approved	FALL 2026
CA A205: Culinary & Baking - Specialty Diets	Prerequisite CA A126 added, CA A124 removed Motion: Tabitha Liang moved to approve; Jamie Hitchings seconded; approved	FALL 2026
CA A245: Culinary Principles 3	Removing DE, Course Description, SLO Added, Course Objectives, Lecture & Lab Content, Methods of Evaluation, Resources, Material Fee (review), Affiliated Programs Motion: Tabitha Liang moved to approve; Jamie Hitchings seconded; approved	FALL 2026
CA A245: Culinary Principles 3	Prerequisites CA A200, CA A126, and FBM A190 added; CA A124, and CA A149 removed Motion: Tabitha Liang moved to approve; Jamie Hitchings seconded; approved	FALL 2026

RADT A172: Clinical Lab 2	Lab Hours from 128 to 108, Lab Content, Resources Motion: Tabitha Liang moved to approve; Jamie Hitchings seconded; approved Lori Cassidy made note confirm textbook information for this course.	FALL 2026
RADT A277: Clinical Lab 7	Lab Hours from 384 to 378, Lab Content, Methods of Evaluation, Resources Motion: Tabitha Liang moved to approve; Jamie Hitchings seconded; approved	FALL 2026
RADT A277: Clinical Lab 7	Prerequisite RADT A276 from Corequisite to option of Prerequisite or Corequisite Motion: Tabitha Liang moved to approve; Jamie Hitchings seconded; approved	FALL 2026
Literature and Languages		
CMST A100: Interpersonal Communication	Requesting Cal-GETC Area 4, Course Description, CSLOs, Objectives, Lecture Content, Proposed C-ID COMM 130, Required Writing, Resources, CCN Template CMST C1004 Motion: Flavia Ruzi moved to approve; Jamie Hitchings seconded; approved	FALL 2026
CMST A165: Gender Communication	Requesting Cal-GETC Area 4, Lecture Content, Writing Assignments, Methods of Evaluation, Resources, DE Methods Motion: Flavia Ruzi moved to approve; Jamie Hitchings seconded; approved	FALL 2026
Visual and Performing Arts		
DANC A221: Dance Internship II	Other hours from 62 to 54, Family Repetition Removed Motion: Jamie Hitchings moved to approve; Tabitha Liang seconded; approved	FALL 2026

Item 5: GE Requirements for Allied Health Students/Discussion (Attachment A)

The Committee agreed on the new language for Allied Health programs, as proposed. Michael has asked for Senate feedback. He reported no responses from Senate members at this time. He will bring forth the Committee's acceptance of this language back to the Senate at the next Academic Senate meeting, for final feedback, before the Committee votes on this at the next meeting.

Item 6: Move CIM Submittal (Dean Approval) Deadline from Friday to Thursday. Update Curriculum Schedule/Calendar to reflect this.

Motion: Flavia Ruzi moved to change the CIM submission Dean Approval Deadline from Friday to Thursday, with the Curriculum Schedule changed to reflect this, effective Spring 2026; Tabitha Liang seconded; approved

Item 7: Update meeting location to Faculty House

Motion: Jamie Hitchings moved to change the Curriculum Committee Meeting location to the Faculty House, effective November 5, 2025; Flavia Ruzi seconded; approved

Item 8: Adjournment

Motion: Tabitha Liang moved to adjourn; Jamie Hitchings seconded; adjourned at 4:01pm.

Attachment A

The recent GE changes negatively impacted students who were deemed program ready in 3 allied health programs prior to 2025 but have been on the waitlist long enough to lose catalog rights. Under the current rules, they will need to take 1-2 GE courses in addition to the work already completed to be able to complete their degree.

To assist these students (and to prevent similar future situations) counseling has worked with A&R to bring forward a revision to catalog language related to allied health and catalog rights so that program ready students will be protected from catalog changes to GE that occur after they are made program ready but are on the waitlist for the program. The addition is in red below.

Current Catalog Language:

"Catalog Rights: Orange Coast College issues a new catalog each year and may issue addendums to reflect necessary changes. The information published in the catalog is in effect for the academic year identified in the catalog edition, beginning with the summer semester and concluding with the spring session. Catalog rights are based on enrollment in classes in primary terms (fall and spring) only. Courses required for a specific degree or certificate, or general education, may change from one catalog to the next and, therefore may change during a student's period of enrollment. Catalog rights, established when a regularly admitted student first takes classes at the college in a primary term, protect the student from being held to additional requirements that may be added to a later catalog. For the purposes of meeting degree or certificate requirements, as long as they have maintained continuous enrollment, students may elect to meet the requirements of either:

1. The catalog that was in effect for the primary term during which they began taking courses at Orange Coast College, or
2. Any catalog that is or has been in effect during the time that they have maintained continuous enrollment before graduation, or
3. The catalog that is in effect at the time they file a petition for a degree or certificate.

Catalog rights are not in effect when a program requires that a student complete specific courses within an established time frame or when career and technical education requirements change due to industry standards. Catalog rights do not apply to the certification of general education (GE) for transfer; courses used for GE certification must be on an approved GE Plan at the time they are taken.

Continuous Enrollment: Continuous enrollment is defined as being enrolled in at least one course during a calendar year and receiving an A, B, C, D, F, P, NP, I, IP or W at Orange Coast College. If there is a break in enrollment, the student will be held to the new requirements listed in the catalog at the time of re-enrollment. Absence from a summer session is not considered a break in enrollment. In extenuating circumstances, a student may submit a request for an exception to the Director of Enrollment Services for consideration to retain previous catalog rights.

For Allied Health Programs that maintain a waitlist of one year or more, if there is a break in enrollment that is the result of a program waitlist, the student will be classified as maintaining continuous enrollment for purposes of

satisfying GE requirements as of the time that they receive their Program Readiness Date and until such time that they are admitted to the program. If a student drops from an Allied Health Program waitlist or declines admission, their continuous enrollment will no longer be in effect for purposes of maintaining catalog rights.