
Curriculum Committee Minutes

Sub-Committee of the Academic Senate

Spring 2026 Semester

Meeting Thursday, March 12th 2:15 pm

AC 303

Present Voting Membership: Alex Jones, Lisa Morse, Ingrid Kelly, Patty France, Luna Finlayson, Shaylah Anderson, Wende Bohlke, Jeff Yates, Sara Malmquist-West, Rebecca Beal.

Present Non-Voting Membership: Kim Jupe, Maria Coulson, Cari Torres, Sheldon, Grace Yuan, Heather Rahman, Alina Varona

Standing Items

1. Call to Order at 2:15 pm via zoom
 - Approval of the agenda
 - Motion: Sara Malmquist-West
 - Second: Lisa Morse
 - Vote: Approved

2. Approval of the minutes
 - Motion: Lisa Morse
 - Second: Rebecca Beal
 - Vote: Approved
 - Abstained: Gina Cullen

3. Public requests:
 - None

4. Chair Announcement:
 - Mandatory revision – Gina reminded faculty to complete the mandatory revisions by the end of March. Courses that are past due will be brought forward to the Committee.

Discussion Items

1. CNA Revision Proposals – Kim Jupe
 - Current approved courses:
 - NE 85 CNA and HHA theory course
 - NE 85L CNA and HHA clinical course
 - Kim outlined the benefits of separating Home Health Aide (HHA) from CNA, noting that this separation provides students with the flexibility to take both or only one program. In addition,

HHA has different instructor minimum qualifications from CNA.

- **Revised Course Sequence:**

(NE 85 and NE 85L will serve as pre/co-requisites for NE 86 and NE 86L per health regulations.)

- NE 85 – CNA Theory
 - NE 85L – CNA Clinical
 - NE 86 – HHA Theory
 - NE 86L – HHA Clinical
- Kim emphasized the importance of incorporating skills practice within the theory courses to support student learning and test preparation. Alina noted that some colleges offer skills practice as a stand-alone course that students can enroll in.
 - Heather shared that she has encountered students interested specifically in HHA, and the proposed model would provide flexibility to accommodate those students.
 - Gina and Alina discussed equitable approaches to admissions. They highlighted that negotiating clinical placements remains a challenge. Heather added that there are currently 167 students on the waitlist for the summer cohort.
 - Kim also discussed the potential to expand the noncredit program into credit-bearing courses through a mirrored course model. With support from the committee, Gina, Alina, Alex, and Rebecca discussed the benefits of offering CNA as credit, and Kim proposed developing both noncredit and mirrored credit CNA and HHA courses.
 - **Proposed Credit Courses (course number TBA):**
 - CNA Theory - 4.5 Units
 - CNA Clinical - 2 Units
 - HHA Theory - 1.5 Units
 - HHA Clinical - 0.5 Units

2. ESL Certificate

- Gina shared with the committee the updated ESL presentation from Beth Patel that was originally intended for the last meeting. It included a proposed Certificate program.

Courses included in the certificate:

- ESLV 006 – ESL for Cooking
- ESLV 007 – ESL for Baking
- VOCH 86 – California Food Handler Training
- VOCH 87 – ServSafe Manager Preparation

Completion of all four courses will result in the award of a Certificate of Completion.

Action Items

- Motion to approve: Sara Malmquist-West moved to approve the consent agenda item.
- Second: Alex Jones seconded the motion.
- Vote: approved with consensus.

Meeting adjourned at 2:51 pm.