

NONCREDIT CURRICULUM COMMITTEE AGENDA

March 10, 2026

12:00 pm – 1:50 pm

This meeting will be held via teleconference and can be joined from PC, Mac, Linux, iOS or Android at: <https://canyonsonline.zoom.us/j/93343480156>, or by calling into the meeting at +1 669 900 9128 or +1 253 215 8782 (US Toll), Meeting ID#: 933 4348 0156. Additional teleconference locations are listed at the end of this agenda.

If you need a disability-related modification or accommodation (including auxiliary aids or services) to participate in this public meeting, or if you need an agenda in an alternate form, please contact the Instruction Office at (661) 362-5479 at least 48 hours before the scheduled meeting. If you would like copies of any of the proposals on this agenda, please contact Patrick Backes at patrick.backes@canyons.edu. These meetings may be audio recorded for note taking purposes. These recordings are deleted once the meeting summary is approved by the Academic Senate.

Noncredit Curriculum Committee Members

Chairs: Garrett Rieck – Faculty Co-Chair; Dianne Avery – Administrative Co-Chair

School Representatives: Brittany Appen – Kinesiology, Health & Wellness, Fitness & Athletics; Fiorella Chauca – Humanities; Christina Chung – Business; Jessica Crowley – Health Professions & Public Safety; Justin Hunt – Applied Technologies; Jennifer Overdeest – Visual and Performing Arts; Jennifer Paris – Social and Behavioral Sciences; Jeremy Patrich – Mathematics, Sciences and Engineering; Erika Torgeson – Enrollment Services

At- Large Members: Kelly Bronco – Health Professions & Public Safety; Jaya George – Health Professions and Public Safety; Donald Kendall – Applied Technologies; Dora Lozano – Enrollment Services; Graciela Martinez – Enrollment Services

Adjunct Members: Jessica Edmond – Personal and Professional Learning; Souhaila Elmoukari – Personal and Professional Learning; Yasser Issa – Business/Personal and Professional Learning

Non-Voting Members: Patrick Backes – Articulation Officer & Curriculum Analyst; Tony Sanchez – Noncredit Enrollment Services

NEW COURSE PROPOSALS – DISCUSSION OF NEED

The following new course proposals will be discussed at this meeting with the authors of the proposals to determine the need of adding the course to our curriculum.
The course outlines will not be reviewed at this meeting.

Subject & Number	Title	Rationale for New Course Proposal	Author	Effective
NC.BUS-4A	Foundations of Risk Management	California employers reported 355,500 nonfatal workplace injuries and illnesses in 2024 (U.S. Bureau of Labor Statistics, 2026), and statewide workers’ compensation losses exceeded \$8.9 billion, including \$4.7 billion in medical payments and \$4.2 billion in indemnity payments (WCIRB, 2024). Industries that dominate the SCV—advanced manufacturing, aerospace and defense, medical devices, logistics, and entertainment production—experience higher-than-average injury rates and claim severity. California manufacturing reports approximately 3.3 cases per 100 workers (BLS, 2024), and the WCIRB’s 2025 State of the System confirms that average indemnity claim severity surpassed \$51,000, with machine-related, equipment-related, and repetitive-motion injuries often costing significantly more (WCIRB, 2025). Additional state analyses show that biomedical manufacturing MSD claims cost 20–30% more than general industry (CHSWC, 2023), logistics injuries occur at 4.8 per 100 workers (BLS, 2024), and entertainment production incidents frequently involve high-severity hazards (Cal/OSHA, 2024). California employment is forecasted to grow by 2% in 2027. There are minimal Risk Management courses offered throughout California. Workplace risk management varies by employer including insurance models. The courses within the certificate meet the needs to prepare learners for the diverse employer population.	C. Chung	TBD
NC.BUS-4B	Fit for Work & Accommodations Management			
NC.BUS-4C	Risk Systems & Metrics			
NC.DMS-105A/B	Diagnostic Medical Sonographic Scan Lab I & II	The noncredit Diagnostic Medical Sonography Scan Lab course provides students with additional hands-on practice to strengthen scanning skills and reinforce classroom learning. This lab offers a structured, supervised environment where students can refine image acquisition, probe manipulation, and patient positioning techniques essential for clinical competency. By allowing extra practice beyond credit course requirements, the lab helps students build confidence, improve image quality, and meet professional performance standards expected in clinical settings. It supports the overall goal of ensuring students are clinically prepared, technically proficient, and capable of producing quality sonographic images.	L. Dhillon	TBD

Subject & Number	Title	Rationale for New Course Proposal	Author	Effective
NC.SPUB-001	From Manuscript to Market-Ready	Completing this sequence of two courses will grant students a certificate in Foundations of Self-Publishing. In these courses, students will explore the self-publishing landscape. They will learn how to take a completed manuscript (or work-in-progress) through editing, formatting, design, publishing, and marketing steps to successfully launch their book. Writers from all genres (fiction, nonfiction, poetry, children’s books, etc.) will gain valuable insight and hands-on experience with self-publishing from these courses.	J. Thompson	TBD
NC.SPUB-002	Publishing, Marketing, and Launching Your Book			

NEW COURSE PROPOSALS – CONSENT CALENDAR

The need for the following new course proposals were approved at a previous Noncredit Curriculum Committee meeting, or through the Program Viability process. These course outlines were reviewed through a technical review process and will now be reviewed by Noncredit Curriculum Committee.

Subject & Number	Title	Description of Action	Author	Effective
NC.PTA-100	Preparing for Careers In Physical Therapy	0 Units (Noncredit) 45 - 60 hours. New SLO. Mirrored version of PTA-100.	D. Pevsner	TBD

TECHNICAL CHANGES (COURSES) – CONSENT CALENDAR

The following items are being approved as technical changes and will not be reviewed during this committee meeting. The authors of the following items are not required to attend this meeting.

Subject & Number	Title	Type of Delivery	Author	Effective
NC.ESL-050	Intermediate High Conversation – American Culture and Life	Changed title (Formerly “American Language and Culture Through Contemporary Life”).	H. Maclean	Fall 2026
NC.ESL-051	Intermediate High Conversation – American Idioms and Slang	Changed title (Formerly “American Language and Culture Through American Idioms”).	H. Maclean	Fall 2026
NC.ESL-052	Intermediate High Conversation – American Music	Changed title (Formerly “American Language and Culture Through American Music”).	H. Maclean	Fall 2026
NC.ESL-053	Intermediate High Conversation – American Television	Changed title (Formerly “American Language and Culture Through American Television”).	H. Maclean	Fall 2026
NC.ESL-055	Low Advanced Conversation: Current Events	Changed title (Formerly “American Language and Culture Through Current Events”).	H. Maclean	Fall 2026
NC.ESL-056	Low Advanced Conversation: American Movies	Changed title (Formerly “American Language and Culture Through American Movies”).	H. Maclean	Fall 2026
NC.ESL-057	Low Advanced Conversation: American Literature	Changed title (Formerly “American Language and Culture Through American Literature”).	H. Maclean	Fall 2026

MODIFIED COURSES – CONSENT CALENDAR

The following modified courses were reviewed and recommended for approval as part of the Consent Calendar of this agenda and will not be reviewed during this committee meeting. The authors of the following items are not required to attend this meeting.

Subject & Number	Title	Description of Action	Author	Effective
NC.ART-110	Fundamentals of Drawing for Commercial Artists	Revised objectives and content, added textbook.	E. Mackey M. McCaffrey	Fall 2026
NC.ESL-070	College Reading, Writing, and Grammar II	Revised objectives and content, updated textbooks.	H. Maclean	Fall 2026
NC.ESL-071	College Listening and Speaking II	Revised objectives and content, updated textbooks.	H. Maclean	Fall 2026

NEW PROGRAMS – FINAL READ

These program outlines were reviewed through a technical review process and will now be reviewed by the Noncredit Curriculum Committee.

Program	Degree/Certificate	Description of Action	Author	Effective
Preparation for Careers in Physical Therapy	Certificate of Completion	Required courses: NC.PTA-040, 041, and 100. 117 – 168 hours. New PSLO. Workforce Preparation Certificate.	D. Pevsner	TBD

Discussion Items:

- Chair Report
- Updates on Revisions