

# NONCREDIT CURRICULUM COMMITTEE SUMMARY

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.*

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**Members Present:** Dianne Avery – Administrative Co-Chair; Patrick Backes – Articulation Officer & Curriculum Analyst; Kelly Bronco – Health Professions & Public Safety; Christina Chung – Business; Jessica Crowley – Public Safety; Jessica Edmond – Personal and Professional Learning; Jaya George – Health Professions; Justin Hunt – Applied Technologies; Yasser Issa – Business/Personal and Professional Learning; Donald Kendall – Applied Technologies; Dora Lozano – Enrollment Services; Graciela Martinez – Enrollment Services/Counseling; Jennifer Paris – Social and Behavioral Sciences; Garrett Rieck – Faculty Co-Chair; Tony Sanchez – Noncredit Enrollment Service

**Members Absent:** Brittany Applen – Kinesiology, Health & Wellness, Fitness & Athletics; Fiorella Chauca – Humanities; Souhaila Elmoukari - Personal and Professional Learning; Jennifer Overdeest - Visual and Performing Arts; Jeremy Patrich – Mathematics, Sciences and Engineering; Erika Torgeson – Enrollment Services/Counseling

## 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			

- Motion to adopt the need for and conduct a full review of NC.BUS-4A/4B/4C; Motion by Graciela Martinez, second Justin Hunt. All in favor: Unanimous
- Motion to adopt the need for and conduct a full review of NC.DMS-105A and 105B; Motion by Kelly Bronco, second Graciela Martinez. All in favor: Unanimous
- Motion to adopt the need for and conduct a full review of NC.SPUB-001 and 002; Motion by Graciela Martinez, second Justin Hunt. All in favor: Unanimous

### 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. <b>New SLO. New Distance Education Addendum: Fully Online Asynchronous (FOA), Fully Online Synchronous (FOS), Fully Online Combination (FOC), Partially Online Asynchronous (POA), Partially Online Synchronous (POS).</b> <i>Mirrored version of PTA-100.</i>	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	<b>Changed title (Formerly “American Language and Culture Through Contemporary Life”).</b>	H. Maclean	Fall 2026
NC.ESL-051	Intermediate High Conversation – American Idioms and Slang	<b>Changed title (Formerly “American Language and Culture Through American Idioms”).</b>	H. Maclean	Fall 2026
NC.ESL-052	Intermediate High Conversation – American Music	<b>Changed title (Formerly “American Language and Culture Through American Music”).</b>	H. Maclean	Fall 2026
NC.ESL-053	Intermediate High Conversation – American Television	<b>Changed title (Formerly “American Language and Culture Through American Television”).</b>	H. Maclean	Fall 2026

Subject & Number	Title	Type of Delivery	Author	Effective
NC.ESL-055	Low Advanced Conversation: Current Events	<b>Changed title (Formerly “American Language and Culture Through Current Events”).</b>	H. Maclean	Fall 2026
NC.ESL-056	Low Advanced Conversation: American Movies	<b>Changed title (Formerly “American Language and Culture Through American Movies”).</b>	H. Maclean	Fall 2026
NC.ESL-057	Low Advanced Conversation: American Literature	<b>Changed title (Formerly “American Language and Culture Through American Literature”).</b>	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

**-Motion to approve the 3/10/2026 Consent Calendar as presented above; Motion by Graciela Martinez, second Kelly Bronco. All in favor: Unanimous**

### 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. <b>New PSLO.</b> Workforce Preparation Certificate.	D. Pevsner	TBD

**-Motion to approve the Preparation for Careers in Physical Therapy Certificate of Completion; Motion by Jessie Crowley, second Graciela Martinez. All in favor: Unanimous**

#### Discussion Items:

- Chair Report
- Updates on Revisions