

NONCREDIT CURRICULUM COMMITTEE SUMMARY

October 20, 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.

Members Present: Dianne Avery – Administrative Co-Chair; Patrick Backes – Articulation Officer & Senior Curriculum Analyst; Micaela Blain – Mathematics, Sciences and Engineering; Kelly Bronco – Health Professions & Public Safety; Fiorella Chauca – Humanities; Christina Chung – Business; Jessica Crowley – Health Professions & Public Safety; Jaya George – Health Professions and Public Safety; Donald Kendall – Applied Technologies; Graciela Martinez – Enrollment Services; Jennifer Overdevest – Visual and Performing Arts; Jennifer Paris – Social and Behavioral Sciences; Jeremy Patrich – Mathematics, Sciences and Engineering; Garrett Rieck – Faculty Co-Chair; Katie Simpson – Personal and Professional Learning; Maria Thayer – Noncredit Enrollment Services

Members Absent: Brittany Applen – Kinesiology, Health & Wellness, Fitness & Athletics; Justin Hunt – Applied Technologies; Yasser Issa – Business/Personal and Professional Learning; Maral Markarian – Personal and Professional Learning

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.MEA-107	Writing for the Short Script	Mirrored version of credit courses to create noncredit Certificates of Completion.	J. Overdevest	TBD
NC.MEA-131	3D Modeling and Surfacing			
NC.MEA-135	Digital Character Animation			
NC.MEA-190	Stop Motion Animation Fundamentals			
NC.RWSP-001	Report Writing for Security Professionals	This has been an Industry request based on industry needs and won't necessarily serve current Admin Justice students. This course has been specifically requested by Cedars-Sinai Hospital. This program will bring new students into COC through NC offerings. This has the potential for new students for credit enrollments from a new target population. Course will serve approximately 150 security guards working at Cedars-Sinai Hospital. This course was specifically requested by Cedar Sinia Hospital, Director of Security Operations, for their security officers. Course will be mandatory training for hospital security officers. Security operations have regular turnover and courses will be continuous. Many officers leave for positions in local law enforcement agencies, such as LAPD and LASD. These agencies will start requiring AS degrees, pursuant to AB 89 and AB 992.	L. Alvarez	TBD

-Motion to adopt the need for and conduct a full review of NC.MEA-107, 131, 135, and 190; Motion by Jeremy Patrich, second Kelly Bronco. All in favor: Unanimous

-Motion to adopt the need for and conduct a full review of NC.RWSP-001; Motion by Katie Simpson, second Fiorella Chauca. All in favor: Unanimous

NEW COURSE PROPOSALS – FINAL READ

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.PLGL-004	AI for Legal Professionals I: Foundations and Ethics	0 Units (Noncredit) 12 hours. New SLO. Workforce Preparation course. New Distance Education Addendum: Fully Online Asynchronous (FOA), Fully Online Synchronous (FOS), Fully Online Combination (FOC), Partially Online Asynchronous (POA), Partially Online Synchronous (POS)	L. Young N. Faudree	TBD
NC.PLGL-005	AI for Legal Professionals II: Applications and Practice	0 Units (Noncredit) 12 hours. New SLO. Workforce Preparation course. New advisory of NC.PLGL-004. New Distance Education Addendum: Fully Online Asynchronous (FOA), Fully Online Synchronous (FOS), Fully Online Combination (FOC), Partially Online Asynchronous (POA), Partially Online Synchronous (POS)	L. Young N. Faudree	TBD
NC.PLGL-006	eDiscovery for Legal Professionals I: Fundamentals and Legal Framework	0 Units (Noncredit) 16 hours. New SLO. Workforce Preparation course. New Distance Education Addendum: Fully Online Asynchronous (FOA), Fully Online Synchronous (FOS), Fully Online Combination (FOC), Partially Online Asynchronous (POA), Partially Online Synchronous (POS).	L. Young N. Faudree	TBD
NC.PLGL-007	eDiscovery for Legal Professionals II: Applications and Practice	0 Units (Noncredit) 16 hours. New SLO. Workforce Preparation course. New advisory of NC.PLGL-006. New Distance Education Addendum: Fully Online Asynchronous (FOA), Fully Online Synchronous (FOS), Fully Online Combination (FOC), Partially Online Asynchronous (POA), Partially Online Synchronous (POS)	L. Young N. Faudree	TBD

-Motion to approve NC.PLGL-004; Motion by Christina Chung, second Kelly Bronco. All in favor: Unanimous

-Motion to approve NC.PLGL-005; Motion by Christina Chung, second Jaya George. All in favor: Unanimous

-Motion to approve NC.PLGL-006; Motion by Jennifer Overdevest, second Katie Simpson. All in favor: Unanimous

-Motion to approve NC.PLGL-007; Motion by Jeremy Patrich, second Graciela Martinez. 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
AI for Legal Professionals	Certificate of Completion	Required courses: NC.PLGL-004 & 005, 4 hours. New PSLO. Workforce Preparation Certificate.	L. Young N. Faudree	TBD
eDiscovery for Legal Professionals	Certificate of Completion	Required courses: NC.PLGL-006 & 007, 4 hours. New PSLO. Workforce Preparation Certificate.	L. Young N. Faudree	TBD

-Motion to approve the AI for Legal Professional Certificate of Completion; Motion by Christian Chung, second Fiorella Chauca. All in favor: Unanimous
-Motion to approve the eDiscovery for Legal Professions Certificate of Completion; Motion by Jeremy Patrich, second Kelly Bronco. All in favor: Unanimous

NEW/MODIFIED PREREQUISITES – CONSENT CALENDAR

The following is a summary of new and modified prerequisites that are being approved as part of the Consent Calendar of this agenda.

Subject & Number	Title	Suggested Enrollment Limitation	Author	Effective
NC.PLGL-005	AI for Legal Professionals II: Applications and Practice	New advisory of NC.PLGL-004.	L. Young N. Faudree	TBD
NC.PLGL-007	eDiscovery for Legal Professionals II: Applications and Practice	New advisory of NC.PLGL-006.	L. Young N. Faudree	TBD

NEW DISTANCE EDUCATION ADDENDUMS – CONSENT CALENDAR

The following is a summary of new Distance Learning Addendums (DLA's) that are being approved as part of the Consent Calendar of this agenda.

Subject & Number	Title	Type of Delivery	Author	Effective
NC.PLGL-004	AI for Legal Professionals I: Foundations and Ethics	New Distance Education Addendum: Fully Online Asynchronous (FOA), Fully Online Synchronous (FOS), Fully Online Combination (FOC), Partially Online Asynchronous (POA), Partially Online Synchronous (POS)	L. Young N. Faudree	TBD
NC.PLGL-005	AI for Legal Professionals II: Applications and Practice	New Distance Education Addendum: Fully Online Asynchronous (FOA), Fully Online Synchronous (FOS), Fully Online Combination (FOC), Partially Online Asynchronous (POA), Partially Online Synchronous (POS)	L. Young N. Faudree	TBD
NC.PLGL-006	eDiscovery for Legal Professionals I: Fundamentals and Legal Framework	New Distance Education Addendum: Fully Online Asynchronous (FOA), Fully Online Synchronous (FOS), Fully Online Combination (FOC), Partially Online Asynchronous (POA), Partially Online Synchronous (POS)	L. Young N. Faudree	TBD

Subject & Number	Title	Type of Delivery	Author	Effective
NC.PLGL-007	eDiscovery for Legal Professionals II: Applications and Practice	New Distance Education Addendum: Fully Online Asynchronous (FOA), Fully Online Synchronous (FOS), Fully Online Combination (FOC), Partially Online Asynchronous (POA), Partially Online Synchronous (POS)	L. Young N. Faudree	TBD