

NORTH ORANGE CONTINUING EDUCATION NOCE CURRICULUM COMMITTEE MEETING

MINUTES

April 14, 2026, | 3:30 p.m. – 5:00 p.m.

MEETING LOCATIONS

Anaheim Campus

Room 1025, 10th Floor
1830 W. Romneya Drive, Anaheim, CA 92801

NOCE Cypress Center

Room 118, Building 18
9200 Valley View Street, Cypress, CA 90630

This meeting is held in person with teleconferencing available at Cypress. The purpose of the Zoom meeting link is to support the teleconferencing. Members attending via the zoom link not at our teleconferencing location(s) will not be admitted. [Zoom Link](#)

ATTENDEES

Voting Members		
Jennifer Oo	Chair; CTE Faculty	Present
Liliana Balasi	Adjunct Representative	Present
Danielle Bloom	Emeritus FT Representative	Present
Jennifer Carey	DE Chair; Basic Skills FT	Present
Carlos Diaz	ESL FT Representative	Present via Zoom at Cypress
Megan Ly	CSS Representative	Present
Sara Franko	Basic Skills FT Representative	Present
Bryan Reyna	Adjunct Representative	Present
Megan Reeves	DSS FT Representative	Present
Erin Sherard	CSS FT Representative; Pro D Chair	Present
Alli Stanojkovic	DSS FT Representative; SLO Coordinator	Present
Kenny Yu	Emeritus FT Representative	Present

Non-Voting Guest	
Martha Turner	Associate Dean, LEAP
Carolina Hernandez	Interim Curriculum Specialist, Office of Instruction
Beverly Heasley	Director of Admissions and Records
Kim Tang	Associate Dean, CTE
Deepti Sachdeva	Student Leader
David Soto	Educational Services, District

MINUTES

I. **Call to Order**

Chair Jennifer Oo called the meeting to order at 3:33 p.m.

II. **Approval of Agenda**

Motion: Approval of the agenda.

Moved by: Jennifer Oo, Seconded by: Erin Sherard

- Vote: Approved unanimously.

III. **Approval of Minutes**

IV. Motion: Approval of the Minutes of March 10, 2026, meeting were presented for approval.

Moved by: Liliana Balasi, seconded by: Sara Franko

- Vote: Approved unanimously.

V. **Announcements & Public Comments**

Discussion Summary

Erin Sherard informed the committee that she will be presenting on Title V during Flex Day and is seeking volunteers.

VI. **Curriculum Chair Report**

Discussion Summary

- Jennifer Oo provided a Program Review update and reported that the reports have been returned to the departments for review and possible revisions. She also thanked Khan, Kenny, Jennifer Carey, and Alli for their support throughout the process.
- Jennifer Oo provided a Coursedog update and reported that NOCE continues to work on data migration through weekly meetings. The catalog and schedule descriptions are not transferring correctly and may require manual entry. The project is expected to continue throughout the summer.

VII. **New Business:**

- a. New courses were presented for committee review and approval.

Motion: Approval of the new courses.

Moved by: Megan Reeves, seconded by: Kenny Yu

Discussion Summary

- **WFPR 202 Introduction to Childcare Work: Field Experience** was tabled by originator Alli Stanojkovic and co-contributor Erin Sherard. Originators to move without listing the resources.
- **DSSS 355 Academic Support & Strategies** after discussion the Curriculum Committee and Advisory voted in support, and the motion passed unanimously to approve the new course.

b. Revised courses were presented for committee review and approval.

Motion: Discussion of the revised CTE courses.

Moved by: Megan Reeves, seconded by: Kenny Yu

Discussion Summary

- **BUSA 101 Accounting Fundamentals for Bookkeepers II** It was discussed to include the pre-requisite in the description and change the effective date for Spring 2027. Following Advisory and Committee votes, the motion passed unanimously to approve the revised courses.

Motion: Discussion of the revised DSS courses.

Moved by: Liliana Balasi, seconded by: Megan Reeves

Discussion Summary

- **DSSS 118 Developing Skills for College Success** It was discussed to change the effective date for Spring 2027. Following Advisory and Committee votes, the motion passed unanimously to approve the revised courses.

VIII. Unfinished Business

Discussion Summary

The committee discussed offering synchronized Zoom sessions for Coursedog training.

IX. VIII. Adjournment

The meeting was adjourned at 4:17 p.m.