

**College Curriculum Committee  
Meeting Minutes  
Tuesday, April 21, 2015  
2:03 p.m. - 3:30 p.m.  
Student Council Chambers, Room 2018**

| <u>Item</u>   | <u>Discussion</u>   |
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| 1. Minutes: March 17, 2015  | Minutes as written M/S (Knobel, Campbell) <b>Approved.</b> 1 abstention   |
| 2. Announcements<br><br>a. New Course Proposals<br><br>b. Minimum Quals List<br><br>c. COOL Update<br><br>d. CORs for Update 2016-17 (Title 5 List)<br>e. AS Resolution: SLOs on CORs<br><br>f. C3MS Feedback<br><br>g. Curriculum Trainings for Spring<br><br>h. Curriculum Demo | <b>Speaker: Isaac Escoto, Andrew LaManque, Cori Nuñez, Daphne Small</b><br>a. New course proposals- this is a first for upper division courses as Dental Hygiene is preparing for the Bachelor degree initiative newly passed by the State. PaRC is currently reviewing the info for the new BS degree. Perhaps we need to look at some schools that have or have had a BS to see similarities.<br>b. The most recent update of the Minimum Qualifications list is now available on the curriculum webpage.<br>c. The COOL committee has updated the form to include a clarification for hybrid or online delivery. Is there a particular percentage requirement for consideration as hybrid? Escoto will verify with Jordahl for this info. Committee has made further suggestions for additional changes and Escoto will discuss with COOL.<br>d. Presented update list.<br>e. Reference doc presented of the resolution from ASCCC. LaManque explained that the discussions are occurring now to move the info from TracDat to the C3MS manually in the summer so that the info will not have to be entered twice. This committee will also have to discuss a process.<br>f. C3MS feedback-let's start the conversation in our divisions. A subcommittee has been set up and will begin meeting tomorrow. All are welcome.<br>g. Curriculum trainings- Nuñez will be setting up some this quarter. Suggestion that Nuñez do some "youtube" type instructions of outlines or program building.<br>h. The Curriculum Team will be hosting some demos of some curriculum software that is available for purchase. Dates to be provided. |
| 3. Course Currency Procedures   | <b>Speaker: Isaac Escoto</b><br>Brief overview of the 2 options. Option 1 is the original (all appeals would come directly to CCC) and Option 2, all appeals would go to the division for the first appeal and CCC for the 2 <sup>nd</sup> appeal. Motion to approve Option 1 M/S (Hueg, Starer) <b>Approved.</b>   |
| 4. CCC Roles  | <b>Speaker: Isaac Escoto</b><br>We've agreed on the bulk of this document but we had multiple options for the equity/diversity/multicultural statement highlighted in the attachment.<br>"Review curricula with faculty for student equity considerations/cultural competency, which may include content, delivery, and/or assessment."<br>M/S (Starer/Pennington) <b>Approved.</b>   |
| 5. Reciprocity for ADTs Policy  | <b>Speaker: Bernie Day</b><br>We have a growing problem regarding the ADTs and course substitution. There is lack of understanding whether a  |

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|                             | particular course has C-ID approval for a particular area and maybe substituted for a course for use on the Foothill ADT. Enrollment management has caused some issues with courses not being offered. We can't run courses with low numbers and so the students get locked out. Starer would like to ask that the form for course substitution be changed to accommodate the C-ID/ADT. There is a lot of ambiguity and we need to agree and establish some policy as to who or where a final decision would be made. Discussions will be ongoing.  |
| 6. CSU GE/IGETC Review Info | <b>Moved to the next meeting due to time limitations.</b>   |
| 7. Report Out               | <p><b>Speaker: Curriculum Reps</b></p> <p><b>BH:</b> Discussing the ADT in Biology. The BIOL courses are having trouble aligning with the C-ID descriptors.</p> <p><b>CNSL:</b> Trying to determine how they will add sexual assault info in CNSL 5. TTW program is hoping to expand to create a second strand to prepare students to be work-ready.</p> <p><b>FA:</b> Meeting next week. Reps will be stepping down at the end of this year so they are looking for 2 new curr reps.</p> <p><b>LA:</b> Update First Year Experience moving forward. Piloting a program next year will start with 50 students representing the identified underrepresented student population.</p> <p><b>PE:</b> Meeting next week. Nothing to report.</p> <p><b>PSME:</b> Congratulations to Victor Tam's appointment as the permanent dean. Struggling with the ADT in Chemistry.</p> |
| 8. Good of the Order        | <b>Moved to the next meeting due to time limitations.</b>   |
| 9. Adjournment              | <b>3:30 p.m.</b>  |

**Attendees:** Micaela Agyare (LIBR), Kathy Armstrong (PSME), Rachelle Campbell (BH), Elizabeth Consavari (FA), Bernie Day (Articulation Officer), Leeann Emanuel (CNSL), Isaac Escoto (Faculty Co-Chair), Owen Flannery (KA), Valerie Fong (LA), Stephanie Franco (Evaluations), Kurt Hweg (Dean, BSS), Chris Ju (ASFC Student), Marc Knobel (PSME), Andrew LaManque (AVP Instruction, Administrator co-chair), Simon Pennington (FA), Lety Serna (CNSL), Paul Starer (Dean, L A), Victor Tam (Dean, PSME)

**Guests:** Melinda Tran (Napa Valley College), Daphne Small (Student Activities)

**Minutes Recorded by:** C. Nuñez