

# Winter Update

Jan - Mar 2011

## Happy New Year!

by Eloise Orrell

Welcome back everyone! The quarter seems to be starting off a bit more smoothly with Banner. Confidence seems to be gaining, albeit slowly, that someday in the future we will all appreciate our new system. One thing for certain is we appreciate the hard work and many man-hours spent to get us where we are now. Please don't stop thanking those involved in this monumental process.

Speaking of monumental processes, we are doing so well with our SLOs, PLOs and ILOs I hardly feel the need to remind faculty to **post reflections the third week of the quarter**. But I will, and if you run into difficulty please be patient, persevere, and call on our every ready SLO Coordinators, Carolyn and Gillian for help.

Aside from the excellent job on SLOs there is more good news and compliments to the faculty and staff from the Office of Instruction. If you **visit our Learning Outcomes site [http://www.foothill.edu/schedule/learning\\_outcomes.php](http://www.foothill.edu/schedule/learning_outcomes.php)** you will find Program Learning Outcomes in the lower right side of the page above Institutional Learning Outcomes. Pull down and select any program and see what pops up. Lee Collings and Darya Gilani did an excellent job of importing program descriptions and program student learning outcomes from the Program Review documents. This is evidence of a great job by faculty for working together to determine the student outcomes for our many amazing programs.

Another important task completed by you in Fall quarter was the Program Review update. Since Program Review is tied closely to our resource allocation process the document needs to be reviewed and updated annually in fall quarter. Now that you completed the Program Reviews the deans will be asking divisions to prioritize



resource requests and present them to PaRC in March. **You can read all the Program Reviews at [http://www.foothill.fhda.edu/schedule/instructional\\_program\\_reviews.php](http://www.foothill.fhda.edu/schedule/instructional_program_reviews.php)**

Faculty have also been busy updating curriculum and deactivating courses no longer taught. Cori Nunez reports that we currently have 2306 active courses and 1084 inactive courses. This year there have been 1409 outline submissions for summer 2011. Our record number of changes in past years topped out at 900. So you can imagine that along with faculty Cori has been a busy girl. To assist Cori with her workload the Office of Instruction has arranged to have Charlie McKeller from Middlefield Campus assist with sending data for new programs, degrees, and certificates to the State. So if you have a new program, degree or certificate that you've been thinking about offering but were intimidated by the time factor of paper work we now have someone who will be a resource to assist with the process.

I want to personally thank everyone who has so diligently worked on the accreditation self-study. We have a rough draft in progress and should be ready for the **first review in February**.

I wish you all a pleasant and productive quarter. Please read on to hear details from the other members of the Office of Instruction. ■

## Research Update

by Elaine Kuo

In our effort to be more responsive and to streamline the research request process, we have a new way to submit all requests. Please use our new link:

<http://www.research.fhda.edu/requestresearch/regresearch.php>

This process strives to ensure that we will be able to document and track all requests, helping us to respond to your needs in a timely manner. Your request will be reviewed by the our office and a follow-up (if needed) will be made by the College Researcher. ■

The screenshot shows a web browser window with the title "Institutional Research and Planning" and "Foothill - De Anza Community College District". The navigation menu includes "HOME", "ABOUT", "NEWS & REPORTS", "DATA", and "RESEARCH REQUESTS". The main heading is "ResearchRequest". A note states: "Note: Research Requests are limited to FHDA staff only and must be made using on-campus computers. Please print this page for your records after completing but before submitting." The form fields are: "Date of Request" (2011-01-10), "Name\*", "Position", "Department\*", "Division", "Email\*", "Campus" (Foothill), and "Telephone\*".



## Curriculum Update

by Carolyn Holcroft

The College Curriculum Committee worked hard during the fall quarter and made significant progress toward our goals for the academic year. First and foremost, reps worked with their faculty to update Course Outlines of Record and bring them into compliance with Title 5, and a **record number of COR updates were forwarded to the curriculum office for the December 3, 2010 deadline**. Please know that the curriculum team is incredibly appreciative of your efforts!

Additionally, the CCC passed three resolutions regarding Student Learning Outcomes, which were subsequently adopted by the Academic Senate. We also adopted a process for articulation with high schools and Regional Occupational Programs, fostered discipline faculty participation in the C-ID project, and continued to follow the state's progress toward implementation and transfer degrees. Most recently, we began examining the International Baccalaureate Diploma program with the goal of adopting a formal policy regarding acceptance of IB work for Foothill credit.

For the Winter quarter, top priorities include continuing to **participate in the C-ID project**, and preparing to develop transfer degrees as soon as we receive official guidance from the State Chancellor's Office. Faculty are encouraged to stay abreast of the most recent developments by visiting the SB 1440 web page on the Chancellor's Office web site.

We'll also wrap up discussion of IB and adopt a formal policy regarding its use for Foothill College credit, formalize a college policy for red-lining, and begin examination of the College-Level Examination Program (CLEP) with the intent of developing a policy regarding acceptance of CLEP for Foothill College credit. Please remember that you can always find the most current information about these topics as well as CCC agendas, meeting minutes, handouts, and deadlines at <http://www.foothill.edu/staff/irs/Curriculum/>. ■

...Did you know... there have been 1409 course outline submissions for summer 2011?

## Articulation and Honors Institute Update

by Bernie Day

### Community College Honors Research Symposium at Stanford

Mark your calendars! The 4th annual Bay Area Community College Honors Research Symposium will be held Saturday May 7 at Stanford University. Foothill College had the highest percentage of accepted proposals at last year's event as well as the outstanding research proposal for 2010. Please encourage your students to submit a proposal...or to attend the event as a spectator. All faculty are welcome to attend. **The deadline for submitting research proposals is February 20, 2011.** The Honors Institute is offering proposal writing workshops for students on February 4 (2 PM) and February 14 (1 PM). For more information, contact the Honors Institute at X 7638. Please promote this with your students.

### C-ID Faculty Discipline Input Group Discussions

Voice your opinion regarding course content and transfer major curricula!

Registration for the Spring 2011 C-ID Discipline Input Group meetings is now open!

**The following disciplines will be convening in Spring 2011:** Business, Management, Marketing, Accounting, Studio Art, English, Economics, Computer Systems, Information Systems, Political Science, Music, and Math. In addition, the "liberal studies" (i.e., "teacher preparation") major be discussed and the relevant C-ID descriptors reviewed.

The goals of the DIG meetings are:

1. Review and provide feedback on existing C-ID course descriptors.
2. Review (and modify, if necessary) CSU LDTP course descriptors, which will be incorporated into C-ID.
3. Determine, and develop, additional descriptors as needed.
4. Time permitting, the discipline groups will discuss the composition of the major/area of emphasis component of CCC degrees. SB 1440 has passed and there is now a need to identify the courses that would compose a CCC degree in order to best prepare a student for the major at any CSU and, hopefully, any UCs that offer a comparable major.

The Spring 2011 meeting will take place on: February 25, 2011. Register to attend at: <http://tinyurl.com/Feb25Registration>

For more information, please contact Bernie Day at [daybernie@foothill.edu](mailto:daybernie@foothill.edu) or X7225

### IGETC and CSU GE Proposals

The following courses were submitted to the University of California and CSU for inclusion on the IGETC certification lists in December: ANTH 12; ANTH 20; ANTH 21; BTEC 10; CHIN 6; CHIN 13C; CHIN 14A; CHIN 14B; CHLD 1; CHLD 2; CRWR 6; ECON 18; MATH 48A; MATH 48B; MATH 48C; PHED 6; PHOT 11H; PHYS 5A; PHYS 5B; PHYS 5C; THTR 26.

In addition to the above, the following courses were submitted for CSU GE only: ART 4A; ART 4B; ART 4C; ART 45A (all ART courses were modifications); BTEC 51A; BTEC 51AL; CHIN 14C; ENGL 42S; ENGL 42T; PHOT 63.

The results will be available in late April. Faculty interested in obtaining IGETC or CSU GE approval for courses should contact Bernie Day, Articulation/Curriculum Officer. ■

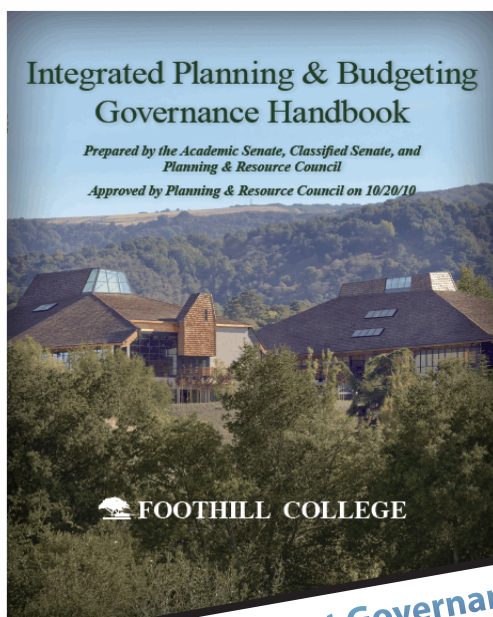
The IVPI would like to thank Bernie Day and Teresa De La Cruz for all of their hard work with the Honors Program!



## Basic Skills Workgroup Update by Darya Gilani

The new Core Mission Workgroups; Basic Skills, Transfer and Workforce have been meeting every month this academic year. These Workgroups are comprised of three tri-chairs who also sit on the Planning and Resource Council (PaRC) as well as student, faculty and classified members appointed by their respective senates. The Workgroups are responsible for reporting on and overseeing the Core Mission work of the college.

For example, the Basic Skills Workgroup focuses on how to support students who take a Basic Skills Math, English or ESLL course, need student support services for these courses, or have been identified as a Basic Skills student in other ways. One of the projects the BSW is working on is to survey Basic Skills students in winter to identify which services students need now. This needs assessment should help the Workgroup and the college to direct resources to where our population needs them most. Stay tuned for results of this survey in Winter. ■



**Download the latest Governance Handbook from the IIR site!**

## Faculty Workshop

Considering Developing or Teaching an Honors Course?

Please join Bernie Day, Honors Institute Director, and a distinguished panel of veteran Foothill College honors faculty (including Brian Evans, Meredith Heiser, Konnilyn Feig Scott Lankford, Simon Pennington, Lauren Velasco and more outstanding faculty) as we explore:

- \* Foothill Honors Institute structure and history
- \* Program pedagogy
- \* Honors course development and approval process
- \* Understanding the unique needs of honors students

A light lunch will be provided for those who sign up before 4 pm on March 3. Professional growth credit will be awarded to participants. Register soon: space is limited to 25 participants.

For more information or to sign up, please contact Bernie Day at [daybernie@foothill.edu](mailto:daybernie@foothill.edu) or X7225 .

## Important Dates

- Department Program Reviews are due and are available on the IIR website!
- Winter quarter week 3 post reflections on Fall Quarter SLOs
- January 28 - Professional Development Day