

**College Curriculum Committee  
Meeting Minutes  
Tuesday, June 5, 2018  
2:00 p.m. – 3:30 p.m.  
President’s Conference Room**

Item	Discussion
1. Minutes: May 8, 2018	Topic moved to next meeting, due to lack of a quorum.
2. Minutes: May 22, 2018	Topic moved to next meeting, due to lack of a quorum.
3. Report Out from Division Reps	<p><b>Speaker: All</b> Starer announced that, although CCC does not have a quorum today, the announcements will still be presented and the group will still review the first read items. Hope is to have a quorum at the next meeting for approval of items, as it will be the final CCC meeting of the quarter and certain items are mission critical.</p> <p>Nothing to report from any of the divisions present.</p>
<p>4. Announcements</p> <p style="padding-left: 20px;">a. New Course Proposals</p>	<p><b>Speaker: Rachelle Campbell</b> The following proposals were presented: ENGL 18B, 246A; KINS 50; LINC 405; NCBS 408; PHDA 15A, 15B, 15C, 401. Please share with your constituents.</p> <p>Campbell noted that ENGL 246A is a credit course, whereas Foothill’s existing supplemental instruction courses are noncredit. Language Arts rep noted course being developed due to AB 705; however, as faculty have suspended meetings due to work to contract action, she does not have enough information to respond. Campbell noted similarity between ENGL 246A and MATH 248A; suggested faculty discuss with Math dept.</p> <p>Language Arts rep noted similarity between KINS 50 and ENGL 38, in content and other aspects. Division would like clarity regarding process and transparency, related to overlap like this, and including question of whether it is a problem for both courses to be offered. Campbell noted CCC had begun conversation this year regarding such collaboration/process, with hope of drafting a guiding document, but nothing yet proposed. Recommends CCC resume such discussions next year, including concept of applying different lenses when reviewing courses (e.g., what type of student would take KINS 50 vs. ENGL 38). SRC rep noted recent process and positive collaboration regarding new MATH 180 course—met with Math dept. faculty to discuss and adjust COR language, which includes Counseling-related content. Pennington noted he consulted KINS 50 faculty to meet with Media Studies dept. regarding overlap; believes faculty did not realize potential overlap with ENGL course. Hueg noted issue of competing courses affecting enrollment.</p> <p>Kyle Brumbaugh present to discuss LINC 405. Being created to respond to a request from faculty teaching technology (e.g. GIST) finding students do not have the requisite skills upon starting courses. Hueg asked how course will be offered, as proposal states “8 hours total per quarter”—SARS system will be used to track attendance. Starer noted that if SARS is used (open-entry, open-exit format), hours cannot be limited in this way. Suggestion to use an hourly range on the COR, in the manner of existing supplemental instruction courses. Starer noted 10 noncredit</p>

<p>b. Upcoming Deadlines</p> <p>c. W Proposal</p>	<p>categories and concern that course description does not fit within Short-Term Vocational. Campbell suggested faculty mimic existing supplemental instruction courses (e.g., NCBS 405 and NCBH 400) when drafting COR.</p> <p>Vanatta reminded the group about the June 22nd deadline for CORs to be in Review1 status in C3MS, for the 2019-20 catalog. Same deadline for new and updated CORs, including those on the Title 5 list. Vanatta sent an updated Title 5 list to the reps on May 23rd and plans to check in once or twice more (if necessary) before the deadline. Campbell noted that curriculum is part of faculty contract and that current work to contract action does not remove the need to address Title 5 list.</p> <p>Foothill considering creating multiple W grade codes, including withdrawing related to military service, and differentiating between a student leaving a course mid-quarter and attending for the full quarter. Discussions are ongoing.</p>
<p>5. Stand Alone Approval Request: THTR 25C</p>	<p><b>Speaker: Rachelle Campbell</b> Topic moved to next meeting, due to lack of a quorum.</p>
<p>6. Stand Alone Approval Request: THTR 40B</p>	<p><b>Speaker: Rachelle Campbell</b> Topic moved to next meeting, due to lack of a quorum.</p>
<p>7. Stand Alone Approval Request: THTR 45C</p>	<p><b>Speaker: Rachelle Campbell</b> Topic moved to next meeting, due to lack of a quorum.</p>
<p>8. Stand Alone Approval Request: THTR 45D</p>	<p><b>Speaker: Rachelle Campbell</b> Topic moved to next meeting, due to lack of a quorum.</p>
<p>9. Stand Alone Approval Request: THTR 46A</p>	<p><b>Speaker: Rachelle Campbell</b> Topic moved to next meeting, due to lack of a quorum.</p>
<p>10. Stand Alone Approval Request: THTR 46B</p>	<p><b>Speaker: Rachelle Campbell</b> Topic moved to next meeting, due to lack of a quorum.</p>
<p>11. Stand Alone Approval Request: THTR 49B</p>	<p><b>Speaker: Rachelle Campbell</b> Topic moved to next meeting, due to lack of a quorum.</p>
<p>12. Stand Alone Approval Request: THTR 49C</p>	<p><b>Speaker: Rachelle Campbell</b> Topic moved to next meeting, due to lack of a quorum.</p>
<p>13. Stand Alone Approval Request: THTR 49D</p>	<p><b>Speaker: Rachelle Campbell</b> Topic moved to next meeting, due to lack of a quorum.</p>
<p>14. New Program Application: Makerspace Coordinator Certificate of Achievement</p>	<p><b>Speaker: Rachelle Campbell</b> First read of new Makerspace Coordinator Certificate of Achievement. Note that PaRC reading occurring in parallel with CCC, due to timing of remaining meetings for this year.</p> <p>Brumbaugh presented program. K-12 students in CA now take standardized tests on digital devices; many schools purchased tablets/computers for all students, making old-style computer labs obsolete—some are converting to Makerspaces. Schools have reached out to KCI for guidance on creating a Makerspace, and LINC faculty have discovered that the teacher or computer lab aide designated to run new Makerspace does not have the requisite skills/knowledge. Program will provide such, including basic coding, basic 3-D fabrication/design, design thinking. Many public and private schools in our area have visited KCI regarding Makerspace implementation. Program is also part of Makerspace-related grant proposal. Apprenticeship rep asked if all the courses already exist—yes. Asked about online component of program—hybrid; discussing how to minimize time required for students to be on campus while ensuring needed hands-on instruction occurs.</p> <p>Second read and possible action will occur at next meeting.</p>

Approved, June 19, 2018

<p>15. Request to Add MATH 180 to AA/AS Degree Minimum Proficiency List</p>	<p><b>Speaker: Rachelle Campbell</b>            First read of request by Math dept. to add MATH 180 to list of courses meeting minimum proficiency in math, for Foothill AA/AS degrees. If approved, course will likely become active fall 2018 quarter, and the updated list will be: MATH 17 or 105 or 108 or 180.</p> <p>Campbell noted enthusiastic response from faculty in Bio Health division regarding proposal. Vanatta announced that faculty will be making minor adjustments to COR language, based on meeting mentioned by SRC rep [see item 4]; such adjustments will not affect course content and will be made ahead of second read.</p> <p>Second read and possible action will occur at next meeting.</p>
<p>16. Stand Alone Approval Request: MATH 248A</p>	<p><b>Speaker: Rachelle Campbell</b>            First read of Stand Alone Approval Request for MATH 248A. Will be permanently Stand Alone. No comments.</p> <p>Second read and possible action will occur at next meeting.</p>
<p>17. Stand Alone Approval Request: R T 74</p>	<p><b>Speaker: Rachelle Campbell</b>            First read of Stand Alone Approval Request for R T 74. Will be permanently Stand Alone. Course being reactivated. Post-graduate course for licensed students, offered through Stanford (Foothill faculty member assigned to students, which will be limited to three per quarter). Upon completion, student may stand for board certification for CT. Unprecedented opportunity for students. Plan is to create similar course for MRI and other technologies.</p> <p>Second read and possible action will occur at next meeting.</p>
<p>18. Stand Alone Approval Request: R T 201</p>	<p><b>Speaker: Rachelle Campbell</b>            First read of Stand Alone Approval Request for R T 201. Will be permanently Stand Alone. Provides continuing education required by state of CA to maintain licensure.</p> <p>Second read and possible action will occur at next meeting.</p>
<p>19. Stand Alone Approval Request: R T 202</p>	<p><b>Speaker: Rachelle Campbell</b>            First read of Stand Alone Approval Request for R T 202. Will be permanently Stand Alone. Provides continuing education required by state of CA to maintain licensure.</p> <p>Second read and possible action will occur at next meeting.</p>
<p>20. Math Changes Affecting Requisites</p>	<p><b>Speakers: Math department faculty</b>            Topic moved to next meeting, due to Math dept. faculty not in attendance.</p>
<p>21. Non-transcriptable Certificates</p>	<p><b>Speaker: Rachelle Campbell</b>            Topic moved to next meeting, due to low rep attendance.</p>
<p>22. Good of the Order</p>	
<p>23. Adjournment</p>	<p><b>2:50 PM</b></p>

**Attendees:** Kyle Brumbaugh (guest—KCI), Rachelle Campbell (Faculty Co-Chair), LeeAnn Emanuel (SRC), Hilda Fernandez (LA), Kurt Hueg (Dean, BSS), Bruce McLeod (Apprenticeship), Simon Pennington (Dean, FA & KA), Nanette Solvason (Dean, BH), Paul Starer (Dean, LA, Administrator Co-Chair), Mary Vanatta (Curriculum Coordinator)

**Minutes Recorded by:** M. Vanatta