

**College Curriculum Committee
Meeting Minutes
Tuesday, November 13, 2018
2:00 p.m. – 3:30 p.m.
Room 3305**

Item	Discussion
1. Minutes: October 30, 2018 2. Report Out from Division Reps	<p>Approved by consensus.</p> <p>Speaker: All BSS: Working on certificates—some are close to 24-unit minimum for regular certificate of achievement. Creating new honors courses in humanities, and discussing new honors courses in division, in general. Working in partnership with Facebook to create stackable certificates in digital marketing; Facebook providing content, related to social media marketing.</p> <p>Fine Arts: Working on certificates—faculty are motivated and making quick progress to meet December deadline.</p> <p>Kinesiology: Pennington provided update. Creating new courses for a noncredit certificate in coaching.</p> <p>Bio Health: Working on certificates.</p> <p>Counseling: No updates to report.</p> <p>SRC: Working on edits to some community-based courses.</p> <p>PSME: Working on new certificate in chemistry.</p> <p>Language Arts: Working on new certificate in creative writing.</p> <p>Armerding addressed topic of discussion at last week’s certificate creation workshops, regarding low unit certificates not “counting” in new funding formula. CCCCCO representative stated at plenary that they do not count, but some people have heard otherwise. Armerding will follow-up, to confirm. Noted that college does receive additional funding when a student completes 13.5 units of CTE credit, regardless of if part of a program.</p>
3. Announcements a. New Course Proposal b. ASCCC Fall Plenary Update	<p>Speakers: Ben Armerding & Bernie Day The following proposal was presented: MUS 2I. Please share with your constituents. Armerding noted proposal lists certificate of proficiency and asked if unusual—Vanatta noted usually non-transcriptable certs. are not listed, but no rule against. Fine Arts rep noted that Music History and Literature is now a cert. of achievement, which course author may not have realized.</p> <p>Armerding attended plenary. A few noteworthy topics/discussions:</p> <ul style="list-style-type: none">• Auto-awarding of certificates/degrees to any student who has completed requirements. Currently, may award only when a student has applied for completion. ASCCC urging caution around auto-awarding—one issue concerns financial aid, as the interest for certain loans kicks in automatically once a student has completed a program. Plans to bring topic to CCC for discussion and possible creation of policy, later this year. Counseling rep suggested including staff from Financial Aid in discussions.

<p>c. Library's OER Website</p> <p>d. ADT Update</p> <p>e. Partnership Resource Team Visit</p> <p>f. Makerspace Coordinator Certificate Approval</p>	<ul style="list-style-type: none"> • UCs working on creating transfer degrees, similar to CSU's ADTs, specifically for chemistry and physics. • Credit for prior learning, particularly when it applies to military experience and training. Plans to bring topic to CCC for discussion and possible creation of policy, later this year. <p>Armerding will provide update on resolutions at next meeting.</p> <p>Foothill and De Anza have an extensive website listing OER materials: //libguides.fhda.edu/OER. Please share link with colleagues and encourage them to explore using OER materials.</p> <p>ASCCC passed resolution in favor of "UC ADT" partnership—still very tentative; next month, UC will announce new list of transfer agreements, and the "UC ADT" may or may not be included; the UC Academic Senate will be voting on the proposal in the spring. Faculty at some CSUs have been removing their programs from the list of ADT similar agreements in the online CSU ADT Degree and Search Tool, without informing community colleges—Day asked group to encourage students to meet with a counselor to confirm ADT acceptance of their major at CSU campuses. CCCCCO issued a memo that it will not approve new ADT applications requiring IGETC for UC pattern—should not affect our approved ADTs. CA Commission on Teacher Credentialing recently made changes which may result in revision to requirements for Elementary Teacher Education ADT, which we are in the process of submitting. Shared lists of disciplines being updated for C-ID and ADTs—please contact Day if interested in participating.</p> <p>Visit was generally positive. Team commented on timing of visit, given ongoing work on governance redesign and budget situation.</p> <p>The CCCCCO has approved the Makerspace Coordinator certificate of achievement!</p>
<p>4. Consent Calendar</p> <p>a. GE Application</p>	<p>Speaker: Ben Armerding</p> <p>The following GE application was presented: Area VII—BIOL 81. Bio Health rep noted that faculty has done a lot of preliminary research, backed by NIH grant.</p> <p>Motion to approve M/S (Serna, Day). Approved.</p>
<p>5. New Program Application: Film, Television, and Electronic Media ADT</p>	<p>Speaker: Ben Armerding</p> <p>Second read of new Film, Television, and Electronic Media ADT. No comments.</p> <p>Motion to approve M/S (Day, Schultheis). Approved.</p>
<p>6. Stand Alone Approval Request: ALCB 466</p>	<p>Speaker: Ben Armerding</p> <p>Second read of Stand Alone Approval Request for ALCB 466. No comments.</p> <p>Motion to approve M/S (Venkataraman, Serna). Approved.</p>
<p>7. Stand Alone Approval Request: HORT 401A</p>	<p>Speaker: Ben Armerding</p> <p>Second read of Stand Alone Approval Request for HORT 401A. Armerding asked group if HORT Stand Alone requests may be considered in batch, with option to pull any individual request—group agreed. No additional comments.</p> <p>Motion to approve items 7-12 M/S (Serna, Kuehnl). Approved.</p>

8. Stand Alone Approval Request: HORT 401B	<p>Speaker: Ben Armerding Second read of Stand Alone Approval Request for HORT 401B. <i>[Note: see item 7 for comments and approval.]</i></p>
9. Stand Alone Approval Request: HORT 401C	<p>Speaker: Ben Armerding Second read of Stand Alone Approval Request for HORT 401C. <i>[Note: see item 7 for comments and approval.]</i></p>
10. Stand Alone Approval Request: HORT 401D	<p>Speaker: Ben Armerding Second read of Stand Alone Approval Request for HORT 401D. <i>[Note: see item 7 for comments and approval.]</i></p>
11. Stand Alone Approval Request: HORT 401E	<p>Speaker: Ben Armerding Second read of Stand Alone Approval Request for HORT 401E. <i>[Note: see item 7 for comments and approval.]</i></p>
12. Stand Alone Approval Request: HORT 401F	<p>Speaker: Ben Armerding Second read of Stand Alone Approval Request for HORT 401F. <i>[Note: see item 7 for comments and approval.]</i></p>
13. Stand Alone Approval Request: LINC 401	<p>Speaker: Ben Armerding Second read of Stand Alone Approval Request for LINC 401. Armerding asked group if LINC Stand Alone requests may be considered in batch, with option to pull any individual request—group agreed. No additional comments.</p> <p>Motion to approve items 13-15 M/S (Francisco, Cembellin). Approved.</p>
14. Stand Alone Approval Request: LINC 402	<p>Speaker: Ben Armerding Second read of Stand Alone Approval Request for LINC 402. <i>[Note: see item 13 for comments and approval.]</i></p>
15. Stand Alone Approval Request: LINC 405	<p>Speaker: Ben Armerding Second read of Stand Alone Approval Request for LINC 405. <i>[Note: see item 13 for comments and approval.]</i></p>
16. Stand Alone Approval Request: ENGL 246A	<p>Speaker: Ben Armerding First read of Stand Alone Approval Request for ENGL 246A. Will be permanently Stand Alone. Designed for AB 705 compliance—will be a corequisite for ENGL 1A, for students who do not meet prerequisite. PSME rep noted inclusion of ENGL 1AH—Language Arts rep explained that intention is for honors course to be accessible to more students, so dept. determined that corequisite is appropriate. Armerding noted that excluding corequisite could prohibit basic skills students from taking honors course.</p> <p>Second read and possible action will occur at next meeting.</p>
17. Stand Alone Approval Request: NCEL 405	<p>Speaker: Ben Armerding First read of Stand Alone Approval Request for NCEL 405. Will be permanently Stand Alone. No comments.</p> <p>Second read and possible action will occur at next meeting.</p>
18. Math Changes Affecting Requisites	<p>Speaker: Ben Armerding Follow up to discussions at previous meetings, regarding Math dept. courses being deactivated, related to AB 705. Vanatta is still waiting for complete responses from two divisions. Armerding considered setting a deadline for responses—Vanatta will first follow up with them; if necessary, CCC Team will determine deadline and can provide support. Vanatta asked group to determine effective quarter for COR updates; would like to process updates at the same time as the removal of placement test language (discussed at previous meeting). Counseling rep suggested ASAP, considering that the MATH changes/deactivations have already been made; helps students and counselors have accurate information. Winter quarter</p>

	<p>registration begins this week—already too late to implement; spring registration likely begins in early March (Armerding will follow up regarding dates). Group consensus is for CORs to be updated in time for spring registration. Vanatta noted that CCC has not determined process for divisions to follow when responding—she has advised reps to discuss/approve at division CC meeting and note approval in meeting minutes. Does not recall any responses involving adding to existing requisite/Advisory—only removal. Group agreed that division CC approval sufficient if course(s) removed from requisite/Advisory.</p>
<p>19. Program Creation Process Revision</p>	<p>Speaker: Ben Armerding Armerding shared current program creation process. Certain groups no longer exist, given governance redesign: Transfer and Workforce Work Groups, and PaRC. Thus, process needs to be changed—Academic Senate will work with governance groups, but discussions have not yet begun. Armerding would like CCC to discuss: which group(s) should be reviewing/approving new programs; what aspects of current process are valuable, if any. Will provide feedback from CCC to Isaac Escoto, to inform AS/governance discussions. Multiple reps commented on lack of clarity regarding structure of new governance groups, which makes it hard to determine which group(s) should be involved. PSME rep suggested college-wide review be included, especially regarding resource availability; ideally, early in the process. (Different) PSME rep suggested temporary process for new programs, similar to recently-passed streamlined process, until official process revised.</p> <p>Starer noted this is an opportunity for CCC to assert how/when curriculum should move through governance. Urged group to take a fresh look at which groups are worthwhile to contribute to the process and would provide valuable feedback. Cautioned against temporary process and delaying revision of official process. PSME rep suggested “new program proposal form” for initial review, before faculty create full documentation—similar to New Course Proposal. Vanatta noted current process does not require faculty to create full documentation until division CC review/approval step, but most do not realize this, or were misinformed. PSME rep noted importance of faculty meeting with division dean, especially early in the process. Question if dean would be able to speak to resource allocation on a campus-wide level—no clear response given. Starer noted that our division CC setup is unique; Hueg suggested initial CCC review early on, with full approval later. Language Arts rep agreed and shared prior experience at other college—faculty presented new programs at beginning of process.</p> <p>PSME rep noted faculty hesitation to create new programs due to concern that CCC would not approve, after working hard to put together documentation. BSS rep noted faculty have been presented with comments/concerns following approval of new programs, as others on campus were unaware of program being created—would be helpful for such comments/concerns to be shared earlier in process. Armerding noted New Course Proposal intends to provide campus-wide notification of new course being created; stressed importance of campus-wide transparency and communication. Question regarding how CourseLeaf will affect creation of new programs—unsure. Day noted Academic Senate has primary function over curriculum; onus on CCC to propose new process, whether via creation of a subcommittee or by</p>

	<p>working directly with AS.</p> <p>Armerding reiterated suggestions of new program proposal form as a first-look for CCC, and resource allocation review early in the process. PSME rep asked if new governance model has a version of PaRC—Starer noted currently is The Council, but Pres. Nguyen hoping that other groups will inform The Council, instead of The Council doing its own direct review. Starer mentioned Revenue and Resource committee. Armerding noted Pres. Nguyen’s question to The Council (discussed at previous CCC meeting), regarding review of new programs, related to timing/order of review/approval steps. Day noted importance of support for new programs related to pedagogy, aside from resource availability. Discussion will continue at next meeting, with goal of making recommendation to AS and other groups regarding process.</p>
<p>20. Degrees/Certificates Awarded in 2017-18</p>	<p>Speaker: Paul Starer Please share attachment with your constituents. There are many ways we measure our success, and program awards is an important part. Starer emphasized that students continue to receive local AA/AS degrees, not just ADTs—students still finding value in them. Commended group for hard work in encouraging students to complete degrees/certificates—Starer sent data to deans to share with their divisions, in celebration. Day noted most programs’ numbers increased; thanks needs given to staff in A&R, whose workload has increased, accordingly.</p>
<p>21. Apprenticeship GE Mapping</p>	<p>Speaker: Paul Starer Somewhat related to credit for prior learning (mentioned earlier). Group of faculty and staff working to map curriculum in our existing plumbing apprenticeship program to Foothill GE areas. Goal is to capture students’ learning over five years of program, not necessarily course-to-course but “bits and pieces” throughout full program, to match to GE areas. If match does not exist, advising apprenticeship faculty on content changes that could be made to create match. Early in winter quarter, results of mapping will come to CCC for review and discussion of how could be approved for Foothill GE—hope is that students graduating in June, 2019, will be able to receive GE credit. Starer stressed that this is not request for special dispensation; asking CCC to take a fresh look at how a student may satisfy GE. Please contact Starer with any questions or concerns.</p>
<p>22. Good of the Order</p>	
<p>23. Adjournment</p>	<p>3:33 PM</p>

Attendees: Ben Armerding (Faculty Co-Chair), Zachary Cembellin (PSME), Stephanie Chan (LA), Bernie Day (Articulation Officer), Kimberly Escamilla (LA), Marnie Francisco (PSME), Evan Gilstrap (CNSL), Kurt Hueg (Dean, BSS), Eric Kuehnl (FA), Simon Pennington (Dean, FA & KA), Lisa Schultheis (BH), Ben Schwartzman (SRC), Lety Serna (CNSL), Barbara Shewfelt (KA), Paul Starer (Administrator Co-Chair), Nick Tuttle (BSS), Mary Vanatta (Curriculum Coordinator), Anand Venkataraman (PSME)

Minutes Recorded by: M. Vanatta