College Curriculum Committee
Meeting Minutes
Tuesday, May 4, 2021
2:00 p.m. – 3:30 p.m.
Meeting held virtually via ConferZoom

Item	Discussion
1. Minutes: April 20, 2021	**Approved by consensus.**
2. Report Out from Division Reps	**Speaker: All** PSME: Working on Title 5 updates; Math dept. creating cross-listing of BIOL 81. Library: No updates to report. Language Arts: Journalism dept. moving to Language Arts; English dept. working on Program Maps—creating multiple tracks; working on revising curriculum re: equity; finishing up COR for Ethnic Studies course in Native American Studies. Kinesiology: Working on Title 5 updates; finished FSAs; working on SLOs. Fine Arts: Art dept. course family changes approved by CCC in March being delayed until 2022-23, at request of De Anza (who are making additional changes for their courses). Division recently discussed seat counts—reviewing them closely on Title 5 updates. Counseling: Division recently held Guided Pathways Mapping Day, led by Fatima Jinnah—rep thanked those who participated and reminded them to follow up with mapping team to share any updates, if they haven't done so. BSS: No updates to report. Bio Health: Working on Title 5 updates and Distance Learning Addendum submissions; Biology dept. reviewing series of Guided Pathways. Apprenticeship: Finishing up reactivations of CWE courses. Articulation: CSU webinar re: Ethnic Studies next week, mainly for AOs, to address a lot of denials of colleges' Ethnic Studies courses for CSU GE. We still have not received our own GE results, including Ethnic Studies. Vanatta thanked the reps for their hard work in making the curriculum sheet deadline. Only four sheets missed the deadline! Ong asked reps whose divisions offer CTE courses/programs to please let her know as early as possible when creating a new CTE program. BACCC is asking colleges to both run LMI and begin discussions with other colleges in area, early in the process, in order to address potential objections before a lot of work starts to get done.
3. Public Comment on Items Not on Agenda	Fine Arts rep requested seat count as CCC discussion item before the end of this academic year.
4. Announcements a. New Course Proposal	**Speakers: CCC Team** The following proposal was presented: CHEM 70R series. Please share with your constituents. No comments.
b. CCC Priorities for Remainder of Year	Last year, Kuehnl surveyed reps to determine priorities for the remainder of the year. Asked the group to let him know which topics they see as

	priorities (no topics were suggested during meeting); will compile a list.
c. ASCCC Spring Plenary Update	Kuehnl shared out resolutions adopted at recent plenary. A few are curriculum-related (Section 9): Ethnic Studies, teaching modality, equity-related issues.
5. Addition to Course Family: Sculpture (Fine Arts & Communication)	**Speaker: Eric Kuehnl** Fine Arts & Communication is adding the following new course to an existing family, effective 2021-22: Sculpture—ART 4J. Fine Arts rep noted the extensive revisions to the Art dept. course families approved by CCC in March being delayed until 2022-23, so this placement is for the meantime. Motion to approve **M/S** (Venkataraman, Schultheis). **Approved.**
6. Stand Alone Approval Request: D A 65	**Speaker: Eric Kuehnl** Second read of Stand Alone Approval Request for D A 65. No comments. *See item 8 for motion/approval details.*
7. Stand Alone Approval Request: D A 66	**Speaker: Eric Kuehnl** Second read of Stand Alone Approval Request for D A 66. No comments. *See item 8 for motion/approval details.*
8. Stand Alone Approval Request: D A 200L	**Speaker: Eric Kuehnl** Second read of Stand Alone Approval Request for D A 200L. No comments. Group agreed to vote on items 6-8 as one motion. Motion to approve items 6-8 **M/S** (Venkataraman, Svetich). **Approved.**
9. Program Deactivation: Instructional Design and Technology CA	**Speaker: Eric Kuehnl** First read of deactivation of Instructional Design and Technology Certificate of Achievement. No comments. Bio Health rep asked general question about formalizing a program deactivation process, since we do not currently have one—Kuehnl believes deactivation process should be drafted along with new program creation process, and noted that processes will eventually be included in CCC bylaws being created soon. Second read and possible action will occur at next meeting.
10. Program Creation Process Ad Hoc Group	**Speaker: Eric Kuehnl** Second read of Proposal to Create New Ad Hoc Committee: Instructional Program Creation Process. No changes to document since first read. Bio Health rep pointed out that document does not mention program deactivation process. Vanatta shared she suggested (to Academic Senate President Kathryn Maurer, who helped draft proposal) proposal include both deactivation and reactivation and that Maurer mentioned another group currently creating process for program discontinuation. Vanatta believes that is primarily related to deactivations for budgetary reasons, however, and noted that programs also deactivated for other reasons. Has seen a lot of confusion due to the lack of clarity re: the steps for deactivation and reactivation, and agrees these need to be included with new creation process. Kuehnl asked if group would like to add mention of these items/processes to document—Bio Health rep thinks so, PSME rep believes that steps could be similar (for deactivation and creation), D. Lee agrees and mentioned need for information about resources. Kuehnl asked if group would agree to vote on proposal with amendment to add program deactivation process to charge for ad hoc group. Motion to amend "Charge" section of proposal to add program deactivation

	process **M/S** (Meneses, Mac Neil). **Approved.**
	Motion to approve amended proposal **M/S** (Svetich, Venkataraman). **Approved.**
	Kuehnl asked reps to reach out to him, Maurer, or Hueg if interested in participating in the group.
11. Guided Pathways Mapping Approval Process	**Speaker: Eric Kuehnl** Continuing discussion of operational aspect of approving Guided Pathways (GP) Program Maps. Kuehnl believes previous discussions leaned toward division CCs approving Maps, with consultation with other divisions when needed. Hueg agreed that division CCs the right place for dialogue and decision-making for Maps, and also acknowledged challenges re: interdisciplinary Maps (similar to Program Review challenges). Kuehnl asked group for thoughts re: required vs. recommended consultation with other divisions. Kuehnl and Hueg mentioned a few examples of cross-disciplinary programs that fall across multiple divisions. Bio Health rep asked how curriculum sheets are handled for cross-disciplinary programs. Natalie Latteri mentioned that other colleges handle cross-disciplinary programs as "exploratory pathways"—idea is for student to explore different disciplines during first term/year, but then selects one discipline to focus on. (Just an example of what other colleges are doing.) Fine Arts rep agreed with importance of discussion with other divisions, especially re: scheduling concerns. Believes deans should also be involved in discussions due to scheduling. D. Lee asked for clarification re: "approval" of Maps, and noted examples of support courses (vs. core) being listed on Maps—Kuehnl explained that GP team works with dept. faculty, and possibly dean, to create Maps; "approval" being discussed is of the final versions of the Maps. Division CCs will not be expected to have expertise. Latteri added that approving Maps won't mean students forced into specific course sequencing; approval means division (or other body) has signed off, stating that the sequence when completed will ensure student has fulfilled program requirements and outcomes. Ong asked if Maps will need to be updated every year—yes. Gilstrap agreed, noting that curriculum changes and deactivations occur each year. Bio Health rep suggested Maps be updated at the same time as curriculum sheets; also suggested determining process to make changes to Maps throughout the year, if needed (e.g., fixing an error, mid-year curriculum changes). D. Lee asked for clarification re: faculty approving Maps but deans being involved due to scheduling, which differs from curriculum sheets (since those are not tied to scheduling). Concerned that faculty approving Maps (at division CC or elsewhere) would mean deans not involved. Hueg agreed that Maps need to be tied to scheduling and that conversations need to occur when related issues come up. Kuehnl will draft resolution to bring to upcoming meeting.
12. Program Mapper Demo	**Speaker: Eric Kuehnl** Latteri is part-time faculty in Humanities dept. and co-lead of Guided Pathways Meta Majors/Program Mapping team. Provided presentation of Program Mapper software, including overview, features, and impact (re: student success and equity). Tool for students to view Maps—also includes program overview, learning outcomes, and LMI, and incorporates meta majors. Not meant to replace counseling and not replacing any curriculum software. Intent is to prevent the sort of cognitive overload that can happen to students when reading program requirements in college catalog (as these don't provide a lot of guidance). Colleges that have already

	implemented Program Mapper have seen benefits for students, especially re: equity. Latteri asked group for feedback, as Foothill is still discussing whether to adopt Program Mapper. Hueg noted always concerned when adopting new software, and asked who will be responsible for maintaining software if it is adopted. PSME rep agreed that it can be hard to evaluate software and properly assess its usefulness until it is in use. Latteri shared that initial cost is $50K and would entail .1-.2 release time for faculty to do annual review; additional people also involved in implementation, including Articulation Officer. Ong noted that BACCC might be adopting different software—Latteri explained this other software is primarily targeted to high school students and is not in competition with Program Mapper. D. Lee asked if software integrates with CourseLeaf, and if it "talks" to other colleges, noting that Foothill students take courses at many colleges and it behooves us to adopt same software as other colleges (or at least one that integrates with other systems). Latteri noted that Program Mapper is primary software being used in California and believes it will include info re: courses aligning across colleges. Latteri encouraged group to email her with any additional questions.
13. Local Apprenticeship AS Degree	**Speaker: Eric Kuehnl** Continuing general discussion of creating an Apprenticeship AS degree using GE mapping. Hueg noted that the last piece to complete degree is co-op education units (CWE courses), which require co-op plan to be approved at district level. Ong added that CWE courses are being reactivated and that goal is to have plan approved by both Foothill's and De Anza's CCCs, followed by review at Academic & Professional Matters (APM), and then FHDA board approval. CWE courses deactivated about 10 years ago (were previously offered as general courses across the campus—plan is to reactivate courses for Apprenticeship use only). PSME rep asked why degree needs co-op ed units—Allen responded that courses will allow students to earn credit for the hours of on-the-job work they do as part of the program. Kuehnl mentioned that plan will be an action item on next CCC agenda.
14. Good of the Order	
15. Adjournment	**3:23 PM**

Attendees: Micaela Agyare (LIBR), Chris Allen (Dean, APPR), Zach Cembellin (PSME), Valerie Fong (Acting Dean, LA), Marnie Francisco (PSME), Evan Gilstrap (Articulation Officer), Hilary Gomes (FA), Allison Herman (LA), Kurt Hueg (Administrator Co-Chair), Maritza Jackson Sandoval (CNSL), Eric Kuehnl (Faculty Co-Chair), Natalie Latteri (BSS), Andy Lee (CNSL), Debbie Lee (Acting Dean, FA & KA), Laurence Lew (BSS), Don Mac Neal (KA), Ché Meneses (FA), Brian Murphy (APPR), Teresa Ong (AVP Workforce), Ron Painter (PSME), Kas Pereira (BSS), Lisa Schultheis (BH), Kella Svetich (LA), Mary Vanatta (Curriculum Coordinator), Anand Venkataraman (PSME)

Minutes Recorded by: M. Vanatta