

**College Curriculum Committee
Meeting Minutes
Tuesday, February 13, 2024
2:00 p.m. – 3:30 p.m.
Administrative Conference Room 1901; virtual option via Zoom**

Item	Discussion
1. Minutes: January 30, 2024	Motion to approve M/S (J. Fong, Draper). Approved.
2. Report Out and Check-in	<p>Speaker: All Apprenticeship: Myres shared continuing to work on Foothill GE apps.</p> <p>Fine Arts & Comm: No updates to report.</p> <p>BSS: Dupree shared working on Courses not Taught in Four Years list.</p> <p>Counseling: No updates to report.</p> <p>HSH: No updates to report.</p> <p>Kinesiology & Athletics: No updates to report.</p> <p>Language Arts: No updates to report.</p> <p>LRC: No updates to report.</p> <p>SRC: Saroyan shared division in process of hiring a new dean!</p> <p>STEM: No updates to report.</p> <p>Hueg mentioned recent meeting w/ De Anza re: interest in more cross-district communication on curriculum matters; discussions are ongoing. Also mentioned upcoming meeting w/ De Anza re: Credit for Prior Learning, upcoming meeting w/ CCCCCO re: noncredit for older adults.</p> <p>Gilstrap mentioned CCCCCO finally released guidance re: new Title 5 language. Shared news that in March CSU holding board meeting to determine whether to 1) update CSU GE to make it similar to CalGETC or 2) keep it similar to the way it is. Noted there's no word yet on their plans for keeping Area E (Lifelong Understanding). Lee asked if CSU was also supposed to use CalGETC—Gilstrap responded, yes; clarified that legislation calls for one GE pattern for transfer students but doesn't require CSU to stop using CSU GE for incoming freshmen.</p> <p>Vanatta shared the deadline for new/updated CORs for 2025-26: Friday, June 21. Expects to distribute Title 5 list late Feb./early March.</p> <p>Kaupp added to Hueg's report out: agreement among leadership at both colleges that the common course numbering initiative should be addressed at the district level. If anyone is interested in joining whatever group will be created, please let Kaupp know. Connell mentioned honors program working w/ De Anza to coordinate course offerings. Kaupp noted there are great benefits in strengthening our relationship with De Anza and having better coordination.</p>
3. Public Comment on Items Not on Agenda	Allen made public comment, noting there were comments at previous meeting confusing workforce and occupations. Wants to share important work being done by Workforce division and invited the group to check out their LinkedIn to learn more about these initiatives. Spoke

	<p>about Myres and his extensive background, both in his career in the trades and as an educator at Apprenticeship training facilities. Allen plans to share stories about others in the division at future meetings.</p> <p>Kaupp made public comment that Mona Rawal looking for an EO rep for KCI faculty hiring committee, and encouraged folks to serve.</p>
<p>4. Announcements</p> <p>a. New Course Proposals</p> <p>b. Visual Storytelling and Comic Arts CA Title Change</p> <p>c. AB 1111 and CCC</p> <p>d. Upcoming Academic Senate Elections</p>	<p>Speakers: CCC Team</p> <p>The following proposals were presented: BIOL 36AH, 36BH & 36CH. Taylor mentioned Biology dept. hoping to increase opportunities for students to work on experimental research, and explained the sequence of the three courses.</p> <p>Cert. originally approved by CCC using title of Animation. J. Fong explained title being changed following feedback from colleagues at De Anza, so that our cert. won't be seen as conflict of interest. Discussions among division faculty and at Advisory Board helped determine new title. Also made minor changes to some language in Narrative, but major courses unchanged.</p> <p>Kaupp shared Academic Senate has tasked CCC with handling AB 1111 (Common Course Numbering); plan is to create a task force. Gilstrap noted deadline on legislation was fall 2024, but current tentative plan is implementation by fall 2027, with possibility of updating some courses as early as fall 2025. Brannvall asked if there is a call to join task force—Kaupp responded, currently there is no obligation but folks can reach out if particularly interested.</p> <p>Kaupp shared elections for President and Secretary-Treasurer coming up, and both incumbents are running. Encouraged folks to run! Part-time rep is also up for election. Also mentioned AS will be working to add bylaws to its constitution. Connell noted in the past it's common practice for the CCC Co-Chair to become AS President and asked Kaupp if considering—Kaupp responded, not planning to do so.</p>
<p>5. Additions to Course Families</p>	<p>Speaker: Ben Kaupp</p> <p>Fine Arts & Communication division adding the following new course to an existing family: THTR 49E. Kinesiology & Athletics division adding the following reactivated courses to an existing family: PHED 19B, 19C & 19D. All are eff. 2024-25. Vanatta provided background and info on families, which are shared w/ De Anza.</p> <p>Motion to approve M/S (Parikh, Brannvall). Approved.</p>
<p>6. New Certificate Proposal: Spanish-Advanced</p>	<p>Speaker: Ben Kaupp</p> <p>Proposal for new Spanish-Advanced Certificate of Achievement. Brannvall asked if this is for medical Spanish—Hueg responded, no.</p> <p>Motion to approve M/S (Brannvall, Parikh). Approved.</p>
<p>7. Ethnic Studies Graduation Requirement</p>	<p>Speaker: Ben Kaupp</p> <p>Second read of memo requesting update to graduation requirements for local associate degree, to add completion of Ethnic Studies course. This is required by new Title 5 language starting fall 2024; memo specifies our requirement will begin summer 2024 (due to our catalog year starting with summer session). Gilstrap suggested to the group that instead of requiring any Foothill ETHN course, we restrict the list to courses that are approved for Ethnic Studies on the transfer GE patterns—Area F on CSU GE and Area 7 on IGETC. Gilstrap believes this would be beneficial for students who end up wishing to transfer.</p> <p>Brannvall pointed out Title 5 language re: “ethnic studies taught in or on behalf of other departments and disciplines” and asked for</p>

	<p>clarification—Gilstrap responded, noting this specific requirement is only going to be in place for one year, as starting with the 2025-26 AY Ethnic Studies will be required for local GE. Believes it's best to require an actual ETHN course, since that's what will be required for local GE. Vanatta asked if Foothill courses approved for Area F and Area 7 courses are the same or if the lists differ—Gilstrap responded, courses are approved for both areas, so they match.</p> <p>Parikh asked if using Gilstrap's suggested language will exclude any ETHN courses—Gilstrap responded, currently two ETHN courses aren't yet approved for transfer GE but have applied. No guarantee that they will be approved, though. Group agreed to move forward with amended language: Any course in the ETHN (Ethnic Studies) subject code, currently approved for Area F of CSU GE and Area 7 of IGETC.</p> <p>Motion to approve with amended language M/S (Parikh, Jackson Sandoval). Approved.</p>
<p>8. GE Application: Area IV: Air Conditioning and Refrigeration Technology Program (Pathway #1)</p>	<p>Speaker: Ben Kaupp First read of GE application, which would approve Foothill GE Area IV for students who complete the full major requirements for Air Conditioning and Refrigeration Technology, not one individual course. Note this major has two pathways; app is for students in Pathway #1.</p> <p>Kaupp noted normally a GE app is for a specific course and is reviewed by the GE subcommittee before it is brought to CCC. Because Apprenticeship courses don't align in the same way, in the past CCC has allowed that division to propose the full program courses be approved for a GE area. Vanatta added, these apps have not gone to the GE subcommittees for review, which is why they're first reads (and not on the Consent Calendar). Allen noted Patricia Gibbs worked on these apps. Kaupp pointed out that individual Foothill course numbers are included in the responses. Gilstrap added, Apprenticeship division stating the full major requirements can fulfill GE requirements for the specific area(s) being requested.</p> <p>Parikh mentioned that, in the past, applying for Natural Sciences area has involved extensive discussion at the GE subcommittee and asked for clarification that this has not taken place—Vanatta responded, CCC acting as the GE subcommittees for these apps. Kaupp mentioned the plan is for reps to bring these apps to constituents for discussion. Parikh asked what the process is if there are any concerns about an app—Kaupp responded, concerns can be brought to him or directly to the Apprenticeship folks.</p> <p>Starer agreed with importance of bringing apps to constituents for feedback and also noted this isn't the first time CCC has used this process; we did it a few years ago for the Plumbing program. Noted the idea is to look at the program in a holistic way. Made the philosophical case that, in order to really understand these apps, folks need to expand their understanding beyond there being a monolithic way of determining one's depth in a specific GE area.</p> <p>Kaupp agreed there is a precedent but shared he's heard from a few folks who were on CCC at that time and felt there wasn't enough discussion. Kaupp is encouraging robust discussion, to ensure these apps receive a true stamp of approval and show we strongly stand behind this initiative. Allen mentioned positive feedback from folks at the state level, regarding this initiative; noted received \$200k grant in the fall to continue GE mapping work.</p>

	<p>Lee asked if Apprenticeship division planning to submit GE apps for additional GE areas—Allen responded, yes, more apps will be submitted for upcoming meetings this year. Myres encouraged the reps to dig in and ask questions of him or Allen at any time. Also encouraged reps to visit training facilities! Brannvall asked if apps are for both local and transfer GE—just local GE.</p> <p>Second read and possible action will occur at next meeting.</p>
<p>9. GE Application: Area IV: Sheet Metal Apprenticeship Program</p>	<p>Speaker: Ben Kaupp First read of GE application, which would approve Foothill GE Area IV for students who complete the full major requirements for Sheet Metal, not one individual course. <i>[See item 8 for related comments.]</i></p> <p>Second read and possible action will occur at next meeting.</p>
<p>10. GE Application: Area VI: Sheet Metal Apprenticeship Program</p>	<p>Speaker: Ben Kaupp First read of GE application, which would approve Foothill GE Area VI for students who complete the full major requirements for Sheet Metal, not one individual course. <i>[See item 8 for related comments.]</i></p> <p>Second read and possible action will occur at next meeting.</p>
<p>11. Stand Alone Application: SPAN 51B</p>	<p>Speaker: Ben Kaupp First read of Stand Alone Approval Request for SPAN 51B. Will be permanently Stand Alone. No comments.</p> <p>Second read and possible action will occur at next meeting.</p>
<p>12. Courses not Taught in Four Years</p>	<p>Speaker: Mary Vanatta Vanatta distributed list to reps and deans with instructions/deadline on Jan. 31; deadline for Course Deactivation Exemption Request forms is March 1. Dupree asked if faculty or reps should fill out form—Kaupp responded, up to the division. Vanatta believes in most cases faculty fills out form, not reps. Hueg noted there should be justification and a plan when requesting to continue to keep a course on the books.</p>
<p>13. Updating Foothill GE</p>	<p>Speakers: Evan Gilstrap, Ben Kaupp At previous meeting, Kaupp asked reps to gather feedback from their constituents. Noted recent ASCCC resolution encouraging continued inclusion of physical health-related courses in local GE (e.g., Lifelong Learning). Parikh noted she’s heard from students who said they didn’t complete AS degree because of Foothill GE, but unsure if specific to Lifelong Learning. Keeping the requirement might not actually encourage students to take courses but could prevent them from getting a degree. Also shared feedback from one colleague who very strongly opposes keeping Lifelong Learning (to align with transfer), as well as from one who very strongly believes we should keep it.</p> <p>Dupree noted there’s also a split among BSS faculty, re: Lifelong Learning; didn’t receive any feedback re: unit requirement. Did receive resounding “yes” re: requiring lab for Natural Sciences; Parikh added, more STEM faculty than expected support requiring lab. Gilstrap noted there is currently one Natural Sciences course which doesn’t have a lab, HORT 15—Vanatta later verified HORT 15 does include lab hours. Parikh believes lab requirement is a moot point for students in a STEM pathway, so this requirement wouldn’t affect every student in the way that Lifelong Learning requirement would.</p> <p>Draper shared, HSH faculty discussed topic but don’t really have a strong opinion, as most students in their programs have already completed so many units when they begin taking major courses that</p>

	<p>these decisions won't really affect them. HSH programs so competitive that students usually close to having completed GE when they apply.</p> <p>Kaupp asked if group would rather prioritize speed to completion or prioritize well-rounded individual, or is there a way to do both? Parikh believes that just having the requirements doesn't mean students will actually complete them, which leads her to lean toward speed to completion, as degrees are steps to success for students. Believes the college's goals re: student success differ from students' goals, in this regard. Shared that, in Engineering dept., approx. 150 students transfer into Engineering programs at four-year schools, but only small fraction complete local AS degree. Gilstrap noted in some cases four-year schools don't want students to complete certain GE requirements until after transfer, so we can't be 100% sure that Lifelong Learning is to blame. Discussion occurred re: students completing transfer GE instead of local GE, because students believe it's easier. Lee pointed out that we can award a local AA/AS degree to students who have completed transfer GE, they don't have to complete local GE.</p> <p>Brannvall doesn't believe Lifelong Learning needs to be required and wonders if there is a way the college can promote or otherwise encourage students to take those courses. Gilstrap asked if there have been any discussions w/ De Anza re: collaborating on local GE—Kaupp responded, De Anza has asked what direction we're going, likely because they'll decide to do the same.</p> <p>Kaupp mentioned next step is for him to consider all of this feedback and draft a document proposing a plan to start moving forward, to bring to next meeting. Agyare asked if we can get students' input, perhaps from ASFC—Kaupp responded, will follow-up w/ ASFC President, who has ability to poll students quickly.</p>
<p>14. Best Practices for Equitable COR Updates</p>	<p>Speaker: Ben Kaupp Kaupp asked if reps received feedback from their constituents re: document discussed at previous meeting. Draper shared HSH faculty liked document, which helped them think about how they can weave equity into the COR—thumbs up! Kaupp plans to clean up document, incl. wordsmithing some language to be less negative, in response to feedback at previous meeting. Vanatta asked if document will be approved by CCC or just posted on the CCC website, after it's cleaned up—Kaupp responded, wants to disseminate to faculty in a broad way and does think it should be approved by CCC before it's disseminated.</p>
<p>15. Good of the Order</p>	<p>Allen mentioned comment made earlier in the meeting that GE mapping for Plumbing program was “snuck in” and wants to ensure the current CCC membership understands that a lot of work was put in to that process. Hueg responded, doesn't believe anyone said Plumbing GE mapping was “snuck in;” believes comment was about ensuring there will be no such concerns about any new GE mapping. V. Fong was on CCC during that time and present for all of those discussions; recalls there was a lot of discussion about the apps.</p>
<p>16. Adjournment</p>	<p>3:30 PM</p>

Attendees: Micaela Agyare (LRC), Chris Allen* (Dean, APPR), Ben Armerding (LA), Cynthia Brannvall* (FAC), Zach Cembellin* (Dean, STEM), Sam Connell* (BSS), Cathy Draper* (HSH), Angie Dupree* (BSS), Kelly Edwards (KA), Jordan Fong* (FAC), Valerie Fong (Dean, LA), Evan Gilstrap* (Articulation Officer), Kurt Hueg* (Administrator Co-Chair), Maritza Jackson Sandoval* (CNSL), Ben Kaupp* (Faculty Co-Chair), Andy Lee* (CNSL), Don Mac Neil (KA), Tim Myres* (APPR), Sarah Parikh* (STEM), Eric Reed* (LRC), Richard Saroyan (SRC), Paul Starer (APPR), Kyle Taylor* (STEM), Mary Vanatta* (Curriculum Coordinator)

* Indicates in-person attendance

Minutes Recorded by: M. Vanatta