College Curriculum Committee
Meeting Minutes
Tuesday, November 19, 2024
2:00 p.m. – 3:30 p.m.
Administrative Conference Room 1901; virtual option via Zoom

Item	Discussion
1. Minutes: November 5, 2024	Vanatta noted a typo in item 10; will correct on approved version. Motion to approve **M/S** (Draper, Huynh). **Approved.**
2. Report Out from CCC Members	**Speaker: All** Apprenticeship: Myres shared continuing to work on new apps for GE mapping; finalizing division CC info for Brown Act compliance. Allen provided update on BS degree proposal, which was provisionally approved by CCCCO over the summer—upcoming meeting w/ two CSUs, one of which already drafted a letter of support. Allen hopes to have an update in January! BSS: Dupree shared finalizing division CC bylaws. Counseling: Lee shared finalizing division CC bylaws. SRC: No updates to report. Fine Arts & Comm.: Fong shared finalizing division CC bylaws, noting considering using advisory votes from faculty to inform votes by voting members. HSH: Draper shared division CC bylaws have been adopted! Also shared getting a head start on Title 5 updates; R T dept. reactivating a course. Kinesiology: No updates to report. Language Arts: Rose Huynh serving as in-person proxy. Sarver shared finalizing Phase 1 Common Course Numbering (CCN) courses. LRC: Reed shared division CC bylaws have been adopted! STEM: Parikh shared finalizing division CC bylaws. Hueg shared ongoing discussion among CIOs across the state re: CCN, trying to get CCCCO and Banner folks to better understand how challenging the solution currently proposed for Banner is. Gilstrap shared we're in the final stages of finalizing Phase 1 CCN courses. Working on updating ADTs. Will be proposing a new cert. for Cal-GETC and deactivating the existing CSU GE & IGETC certs. Vanatta asked the reps if there will be any changes for winter quarter; will send Outlook invites for winter quarter meetings soon. No changes reported, but Parikh will not be able to attend CCC meetings due to conflict w/ class. Kaupp shared details of new process for communicating new curriculum being proposed by De Anza, noting some divisions have already rcvd. emails from him. Process is that Kaupp will forward new

	proposal to any applicable deans and reps, as well as to Hueg and VP of Instruction Stacy Gleixner. If Kaupp doesn't receive any response, he will assume there are no concerns; if there are any questions/ comments/concerns, he is happy to serve as mediator and/or pass feedback on to De Anza. Dupree asked if it's appropriate to share this new curriculum w/ constituents—Kaupp responded, absolutely. Reed asked for clarification re: how defensive folks should be in situations in which Foothill is developing similar curriculum—Kaupp responded, we should be clear with De Anza that we are developing similar curriculum. Kaupp emphasized importance of transparency from the beginning of the process, noting we want to avoid situations in which we wait until curriculum goes to the FHDA board, for example, before speaking up. Allen noted our CCC meeting minutes document all Foothill curriculum proposals, which is helpful for establishing timelines of curriculum development (re: any conflicts w/ De Anza's own development). Brannvall asked if the goal is for Foothill and De Anza to not offer similar courses—Hueg responded, no, and noted we already offer some similar curriculum; if conversations are being had about possible duplication it's usually regarding resources and ensuring enough student demand exists. Hueg noted groups like BACCC help ensure colleges are not developing programs where demand does not exist. Discussion occurred re: recent concerns brought by De Anza regarding Foothill's new Business and Marketing cert.
3. Public Comment on Items Not on Agenda	No comments.
4. Announcements a. New Course Proposals	**Speakers: CCC Team** The following proposals were presented: NCBS 404A, 404B; PSYC 45. Hueg asked if PSYC 45 will be added to ADT—proposal states planning to add to ADT; Dupree noted this course will make Psychology program more comprehensive.
b. Notification of Proposed Requisites	New prerequisites for THTR 425B, 440B. No comments.
c. ASCCC Fall Plenary Update	Kaupp noted most proposed resolutions passed, with a few exceptions: 101.01 (re: replacing course objectives w/ SLOs on the COR) and 105.04 (re: guidance for course syllabi).
d. AB 928 Committee—upcoming meeting	Gilstrap mentioned AB 928 Committee resuming meetings; getting the word out, in case anyone interested in attending.
5. Consent Calendar a. Division Curriculum Committees	**Speaker: Ben Kaupp** Document includes details about each division CC. This is a new agenda item which will be present on each CCC agenda, even if no updates are made, to ensure visibility. Motion to approve **M/S** (Reed, Parikh). **Approved.**
6. Stand Alone Applications: THTR 421A, 425, 425B, 427, 431, 440A, 440B, 442, 445A, 445E	**Speaker: Ben Kaupp** Second read of Stand Alone Approval Requests for THTR 421A, 425, 425B, 427, 431, 440A, 440B, 442, 445A & 445E. No comments. Motion to approve **M/S** (Brannvall, Fong). **Approved.**
7. New Certificate Proposal: Independence and Career Readiness	**Speaker: Ben Kaupp** Proposal for new Independence and Career Readiness Certificate of Achievement. Kaupp explained this is for the Tools for Transition and Work (TTW) program, so students will finally be able to earn a transcriptable cert. Hueg asked if any new courses will be created—

	Kaupp responded, yes, a few; also updating some existing courses to workforce/CTE TOP Codes. Motion to approve **M/S** (Brannvall, Reed). **Approved.**
8. Stand Alone Application: ALTW 435	**Speaker: Ben Kaupp** First read of Stand Alone Approval Request for ALTW 435. Will be permanently Stand Alone. No comments. Second read and possible action will occur at next meeting.
9. Stand Alone Application: ENGR 76A	**Speaker: Ben Kaupp** First read of Stand Alone Approval Request for ENGR 76A. Will be temporarily Stand Alone and included in a new certificate. Parikh explained this course is similar to some KCI courses, designed to be an entry point for high school students to get a taste of the Semiconductor program. Gilstrap asked if the course will be offered as dual enrollment—Allen responded, yes, piloting w/ four districts in Santa Clara County. Second read and possible action will occur at next meeting.
10. Stand Alone Application: NCEL 451A	**Speaker: Ben Kaupp** First read of Stand Alone Approval Request for NCEL 451A. Will be temporarily Stand Alone and included in a new certificate. Sarver noted this is a noncredit version of a credit corequisite support course. Second read and possible action will occur at next meeting.
11. Stand Alone Application: NCEL 460	**Speaker: Ben Kaupp** First read of Stand Alone Approval Request for NCEL 460. Will be temporarily Stand Alone and included in a new certificate. Sarver explained this is a vocational ESL course, created in response to requests for contextualized ESL classes for specific group of students. Second read and possible action will occur at next meeting.
12. Stand Alone Application: THTR 49F	**Speaker: Ben Kaupp** First read of Stand Alone Approval Request for THTR 49F. Will be permanently Stand Alone. No comments. Second read and possible action will occur at next meeting.
13. Updating Foothill GE	**Speaker: Ben Kaupp** First read of Proposed Foothill GE Placements. Based on discussions at previous meetings, CCC Team drafted document proposing the following placements: - Current Area I courses placed in new Area 3 - Current Area II courses placed in new Area 1A - Current Area III courses placed in new Area 5 - Current Area IV courses placed in new Area 4 - Current Area V courses placed in new Areas 1B & 2: - Area 2: C S 18, all MATH courses, PSYC 7, SOC 7 - Area 1B: remaining Area V courses - Current Area VI—most courses also approved for other GE areas (and have been placed in the corresponding new areas), but a few are approved for just Area VI. The following placements are proposed, based on existing transfer GE approvals: - CHLD 51A—new Area 4 - HUMN/MDIA 12—new Area 3 - HUMN/MDIA 12H—new Area 3 - MDIA 8A—new Area 4 - SOC 8—new Area 4

- Current Area VII courses placed in new Area 7
- All active ETHN courses placed in new Area 6

This proposal means no course on current Foothill GE will lose local GE approval; Vanatta noted that, because Area VI doesn't have a corresponding new area, some Area VI courses will change from being listed in multiple GE areas to being listed in just one.

Starer asked if the math standard is changing from Intermediate Algebra—Gilstrap responded, math has always been a competency and not a specific local GE area. Now that it will be a GE area, we need to create criteria for it. Our current Area V criteria includes math, along with communication and other disciplines. We do still need to list Intermediate Algebra as a prereq on some courses to meet UC transferability requirements. Starer asked about ETHN approvals for transfer GE—Gilstrap responded, ETHN 7 & 8 don't have transfer GE approval for Ethnic Studies areas of CSU GE or IGETC (or upcoming Cal-GETC).

Kaupp noted that for current Apprenticeship Foothill GE approvals, similar placements to the above are proposed (noted at the bottom of first page of document). The doc proposes current Area V approvals be placed in new Area 1B, but this could be up for discussion, considering some Area V courses are being moved to Area 2, instead. Current Area VI approvals need to be discussed, since (unlike Area VI courses) there are no transfer GE approvals to help guide placement on the new pattern. Parikh advocated for allowing the current Apprenticeship approvals to be placed into the corresponding new areas, just as is being done for courses.

Starer believes it's okay for current Area VI approvals to not have a home on the new pattern, since there's no corresponding new area. Would like the Apprenticeship division to discuss the question of new Area 1B vs. new Area 2. Allen shared discussions are already planned w/ Ethnic Studies faculty to deliver ETHN courses at Apprenticeship sites. Allen and Starer expressed their understanding that current Area VI approvals cannot carry over. Herman asked about the timing of the new pattern—Gilstrap responded, will go into effect in summer 2025 (with the new catalog).

Discussion occurred re: ongoing work to try to get Cal-GETC Ethnic Studies area approval for ETHN 7 & 8. Starer thanked Gilstrap for his work in creating the document, and Kaupp echoed this statement.

Please share with your constituents. Second read and possible action will occur at next meeting.

Kaupp brought up GE subcommittees, specifically whether or not we want to continue to use them. If we decide to do away with them, we'll need to decide how course substitution petitions will be handled (e.g., by CCC or some other group). Gilstrap mentioned he's on Academic Council, which reviews a variety of student petitions; he asked that group if there's interest in taking on course substitution petitions, and folks seemed interested/excited about it. Kaupp noted reviewing student petitions at CCC might not be an option, due to possible FERPA issues; this isn't an issue for Academic Council, since it's not a Brown Act committee. Lee asked who comprises Academic Council— Gilstrap responded, he and other counselors, noting instructional faculty are welcome to join. Gilstrap believes it makes sense for these petitions

	go to Academic Council, and it would also help counselors who serve on that committee learn more about criteria for local GE. Believes current process for petitions is not as transparent or trackable as it could be, and hopes a workflow can be created to help track petitions. Kaupp noted there is a requirement for him to be involved in petition process as CCC Co-Chair. Draper spoke in favor of Gilstrap's recommendation, noting she's gotten a few of these petitions recently; believes having a committee review them would be an improvement. Motion to approve replacement of GE subcommittees with Academic Council for purposes of local GE course substitution petitions, and to encourage Academic Council to consult content area experts as appropriate **M/S** (Brannvall, Draper). **Approved.** Motion to bring local GE applications for approval to CCC, thereby disbanding GE subcommittees **M/S** (Connell, Parikh). **Approved.**
14. Division CC Brown Act Compliance	**Speaker: Ben Kaupp** Kaupp thanked the reps, noting he recently attended a Language Arts division CC meeting. For many divisions this topic has required a lot of discussion and consideration. All of this work makes our division CCs "cleaner" and easier for folks to attend and participate.
15. Good of the Order	Kaupp wished everyone a happy Thanksgiving!
16. Adjournment	**3:28 PM**

Attendees: Micaela Agyare (LRC), Chris Allen* (Dean, APPR), Jeff Bissell (KA), Cynthia Brannvall* (FAC), Rachelle Campbell* (HSH), Zach Cembellin* (Dean, STEM), Sam Connell* (BSS), Cathy Draper* (HSH), Angie Dupree* (BSS), Jordan Fong* (FAC), Evan Gilstrap* (Articulation Officer), Ron Herman* (Dean, FAC), Kurt Hueg* (Administrator Co-Chair), Rose Huynh* (LA), Ben Kaupp* (Faculty Co-Chair), Amber La Piana (LA), Andy Lee* (CNSL), Tim Myres* (APPR), Sarah Parikh* (STEM), Eric Reed* (LRC), Richard Saroyan (SRC), Amy Sarver (LA), Paul Starer (APPR), Kyle Taylor* (STEM), Mary Vanatta* (Curriculum Coordinator), Josh Wienands* (STEM), Fiona Wiesner* (Foothill Script)
Indicates in-person attendance

Minutes Recorded by: M. Vanatta