

College Curriculum Committee
Meeting Minutes
Tuesday, March 18, 2025
2:00 p.m. – 3:30 p.m.
Administrative Conference Room 1901; virtual option via Zoom

Item	Discussion
1. Minutes: March 4, 2025	Motion to approve M/S (Lee, Draper). Approved. Lee noted error in item 4. Announcements—Eric Reed will be in Japan, not Lee. Vanatta will make correction.
2. Report Out from CCC Members	Speaker: All Apprenticeship: No updates to report. BSS: No updates to report. Counseling: No updates to report. SRC: No updates to report. Fine Arts & Comm.: Fong shared working on curriculum sheets and Title 5 courses. HSH: Campbell shared working on Title 5 courses. LRC: No updates to report. STEM: Taylor shared working on curriculum sheets and Title 5 courses. Division still looking for second rep for spring quarter. Kinesiology: No updates to report. Gilstrap mentioned updates to ADT TMCs: Anthropology, Mathematics, Physics coming out with 2.0 versions, which means changes significant enough to require creation of new ADTs. Awaiting memo from state Chancellor's Office re: timeline, but we'll want them ready for fall 2026 activation. Gilstrap will reach out to faculty in spring quarter. Rcvd confirmation that updated TMCs for Elementary Teacher Education ADT and Environmental Science ADT available, and we have until fall 2026 to publish updated versions. Mentioned Common Course Numbering (CCN) Phase 2, which is now being split into Part A (templates have been released) and Part B (templates will be released in April or May). Part A incl. eight courses, in art history, economics, English, and history, and will go into effect for fall 2026. Part B won't go into effect until fall 2027. Cembellin asked if any updates about course sequences for quarter schools—Gilstrap responded, we've essentially been told to hold off, because articulation for entire system needs to be figured before quarter schools can be accommodated. Right now, we can do CCN for the one-to-one courses, but course sequences will need to stay non-CCN. Hueg asked about our participation in Phase 2—Gilstrap responded, will need to discuss with faculty. Gilstrap clarified that we can still offer the course sequences, they just can't be CCN courses for now. Should not impact articulation for those courses. Kaupp shared that at yesterday's Academic Senate meeting, interim SLO Coordinator was affirmed for spring (Allison Meezan); will be looking for permanent person to start next academic year. Also held

	<p>first read of proposed SLO framework. Kaupp emphasized the importance of creating our SLO process and noted listening session will be held March 20 at 2:00 via Zoom. CCC will likely be involved in discussions next year. Mentioned this year's Curriculum Institute (being held in Ontario, CA) and encouraged folks to attend.</p>
<p>3. Public Comment on Items Not on Agenda</p>	<p>Connell shared great news from Honors Institute: 134 UCLA TAP apps this year, a large increase from previous years; 16 Honors Symposium apps, also a large increase. Noted Tracee Cunningham will be on PDL next year and Connell will stepping down, so looking for faculty to take over those roles.</p> <p>Connell and Vanatta congratulated Kaupp and Ulysses Acevedo on being awarded tenure!</p> <p>Schultheis mentioned Research and Service Leadership Symposium (RSLs) app deadline of March 31, app workshops this week and next; please encourage students to apply!</p>
<p>4. Announcements a. New Course Proposal b. CORs for Update 2026-27 (Title 5 List) c. Common Course Numbering Phase 3—Nominations & Convenings</p>	<p>Speakers: CCC Team The following proposal was presented: PSYC 25H.</p> <p>Vanatta compiled list of courses that need to be reviewed/updated for the 2026-27 catalog; list was emailed to reps and deans on March 12. COR deadline for 2026-27, incl. Title 5 courses, is June 20. Gilstrap noted that any new courses or revisions being submitted for UC transfer approval need to be approved by division CC in CourseLeaf by June 1.</p> <p>Gilstrap provided quick overview of the three phases. Phase 3 will incl. 47 courses and goes into effect in fall 2027. Currently, ASCCC looking for faculty nominees to participate in faculty convenings in place in June. Nominations due by April 15; email Gilstrap if interested. Noted ASCCC will be selecting from nominations, so not guaranteed. For those who cannot participate in convenings, opportunity to provide feedback via surveys on ASCCC website—pre-surveys currently available, and additional surveys will come out after templates are released.</p>
<p>5. Consent Calendar a. Division Curriculum Committees</p>	<p>Speaker: Ben Kaupp Document includes details about each division CC. Kaupp noted changes since previous meeting: updated meeting details for BSS & HSH; updated LRC reps.</p> <p>Motion to approve M/S (Campbell, Draper). Approved.</p>
<p>6. Course Deactivation Exemption Requests</p>	<p>Speaker: Ben Kaupp List of courses not taught in four years was distributed via email on Jan. 28; divisions submitted requests to exempt courses, per Policy on Course Currency. Requests for the following courses were reviewed and voted on as a group, with the option to pull any course for individual discussion/vote: ANTH 2B, 67B, 67C; APPT 126, 190; APSM 130, 131, 132, 133, 155B; ART 15D; BUSI 19, 88A, 96; CHLD 73, 74; C S 20A, 40A, 50B, 50C, 56B, 80A; EMS 200; ESLL 228, 248; HORT 24, 60G, 90E; JRYM 105, 106; LINC 95B; MATH 1BH, 1BHP; NCEL 447, 480; PHDA 18; PHOT 68C, 68E, 78B, 78C, 78D; R T 71, 201, 202; SOSC 20; SPAN 110, 111; THTR 7, 26.</p> <p>No discussion occurred regarding any individual courses. Brief discussion occurred re: courses being granted extensions year after year, but still not being taught.</p> <p>Motion to approve M/S (Connell, Fong). Approved.</p>

<p>7. New Certificate Proposal: Vacuum Technology</p>	<p>Speaker: Ben Kaupp Proposal for new Vacuum Technology Certificate of Achievement. Cembellin noted will be included in Semiconductor Engineering program, to build on the existing Semiconductor Processing cert.</p> <p>Motion to approve M/S (Fong, Schultheis). Approved.</p>
<p>8. Degree Deactivation: Public Health Science ADT</p>	<p>Speaker: Ben Kaupp Second read of deactivation of Public Health Science ADT, which is being replaced with new Public Health ADT in summer 2025.</p> <p>Motion to approve M/S (Lee, Fong). Approved.</p>
<p>9. Updated Resolution: General Education Options for a Foothill College Associate's Degree</p>	<p>Speaker: Ben Kaupp Second read of updated resolution, originally approved in May, 2011, to allow students the option of using CSU GE & IGETC patterns for local AA/AS degrees (rather than allowing only use of Foothill GE pattern). Proposed updates allow students the option of using new Cal-GETC pattern, and notes that students with catalog rights for prior catalog years will continue to be able to use CSU GE & IGETC.</p> <p>Motion to approve M/S (Campbell, Taylor). Approved.</p>
<p>10. Stand Alone Application: R T 73</p>	<p>Speaker: Ben Kaupp First read of Stand Alone Approval Request for R T 73. Will be permanently Stand Alone. Campbell explained the course allows students w/o state mammography license to cross-train while preparing to take state exam. Supports our clinical sites, as there is a shortage of mammographers.</p> <p>Second read and possible action will occur at next meeting.</p>
<p>11. Foothill GE Area Groups</p>	<p>Speaker: Ben Kaupp Continuing discussion from previous meeting, about how to move forward with broader conversations about Foothill GE pattern. Kaupp plans to provide opportunities in early spring quarter for faculty to come to him with feedback about how to approach this process. Will offer a variety of options to ensure everyone can participate. Plans to then draft a framework in late spring to bring to CCC for discussion.</p> <p>Brannvall and Fong provided feedback from their constituents: support the opportunity for cross-discipline discussion, and feel that inviting students and/or public could bog down process.</p>
<p>12. Catalog Start Term</p>	<p>Speaker: Kurt Hueg Continuing discussion from previous meeting, about changing catalog start term from summer to fall. Hueg noted numerous benefits to changing, related to CCN and articulation agreements. Will not change anything related to timelines for catalog or academic year (contracts, assignments, distribution, etc.), but would impact when courses become active for catalog year (fall vs. summer). Fast-tracking option can be used if needed, for courses which do need to become active in summer. Mentioned topic at today's deans meeting, noting no pushback or discussion. Kaupp noted no concern from VRC, DRC, or international students.</p> <p>Gilstrap mentioned Financial Aid dept. and wondered if there could be any impact. Also mentioned if we're planning to make this change for 2026-27, he'll need to know by June, to ensure he uses the correct start term when submitting courses to UC. Kaupp mentioned students' catalog rights and asked if the change could make things more confusing—Lee responded, Counseling division is very in favor of change and shouldn't be an issue for students. Kaupp noted couldn't</p>

	<p>find anything in union or district policies which states we cannot make this change.</p> <p>Connell mentioned spoke w/ Dolores Davison, who has many years of experience in curriculum at the state level. Davison didn't see any issues with changing. Noted the change could actually help some students re: Financial Aid, because they receive aid for only three quarters. Some students start using it in summer and then run out by spring quarter.</p> <p>Group consensus in favor of changing catalog start term from summer to fall.</p>
13. Credit for Prior Learning	<p>Speaker: Kurt Hueg</p> <p>Hueg shared working on implementing Credit for Prior Learning (CPL) for EMS program, possibly using Military Articulation Platform (MAP); hopes to have first mapping completed by end of spring quarter. Would like to discuss which aspects of CPL we'd like to make progress on, and noted we don't currently offer many courses as Credit by Exam, which is one of the CPL options. Mirrored noncredit workforce/CTE courses are another option.</p> <p>Gilstrap asked if Admissions & Records dept. has been involved in discussions, because transcripts must be annotated when CPL is used. Hueg agrees that they need to be included in discussions.</p> <p>Topic changed to discussing subject/numbering taxonomy created by the state for Common Course Numbering (CCN). Hueg mentioned today's memo from state Chancellor's Office, with guidance for colleges who wish to use taxonomy for non-CCN courses. Hueg wondering if we want to eventually change all our courses to be in alignment w/ CCN subject codes (e.g., POLS instead of POLI), noting he's leaning toward changing them. Gilstrap added that during CCN Phase 1 colleges were instructed by the state to not change subject codes for non-CCN courses, but that's no longer the messaging; it's now a local decision we can make.</p> <p>Vanatta provided example of numbering taxonomy in today's memo and clarified we have option to change subjects + numbers or just subjects, or nothing. Hueg would like more discussions on this topic during spring quarter, to include some examples of how numbering changes might look. Brannvall asked if we have any idea of what other colleges are doing—Hueg responded, believes we will learn more in the coming months, including at Curriculum Institute which is a valuable resource for connecting with colleagues from other colleges. Brannvall believes it will be helpful for Art History dept. to align all courses with subject code being used for CCN, to separate them from Art dept. courses.</p> <p>Taylor asked if there's an expected timeframe for when we'll get clarity on CCN course sequences—Gilstrap responded, re: General Chemistry courses in Phase 2, we simply won't be able to change them to CCN for the time being. Taylor wonders if those courses would instead be changed to the numbering taxonomy the state has created for non-CCN courses—Gilstrap believes this is an argument for not changing the numbers for our non-CCN courses, because some of those courses would then need to change, again, to CCN numbers. Also mentioned the state suggested the three quarter colleges meet to align our course sequences, but Gilstrap unsure how (and if) that will move forward.</p>

Approved, April 15, 2025

	Gilstrap noted that once the articulation piece is figured out re: course sequences, we will need to take action.
14. Good of the Order	Taylor mentioned today is Schultheis' last CCC meeting, and Kaupp noted it's Agyare's last CCC meeting until next year. Thanks to you both for your service as reps!
15. Adjournment	3:03 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), Isaac Escoto* (Interim Dean, CNSL), Jordan Fong* (FAC), Evan Gilstrap* (Articulation Officer), Ron Herman* (Dean, FAC), Kurt Hueg* (Administrator Co-Chair), Maritza Jackson Sandoval* (CNSL), Ben Kaupp* (Faculty Co-Chair), Natalie Latteri (BSS), Andy Lee* (CNSL), Tim Myres (APPR), Richard Saroyan (SRC), Lisa Schultheis* (STEM), Paul Starer (APPR), Kyle Taylor* (STEM), Mary Vanatta* (Curriculum Coordinator)
* Indicates in-person attendance

Minutes Recorded by: M. Vanatta