

College Curriculum Committee
Meeting Minutes
Tuesday, October 21, 2025
2:00 p.m. – 3:30 p.m.
Administrative Conference Room 1901; virtual option via Zoom

Item	Discussion
1. Minutes: October 7, 2025	Motion to approve M/S (Gilstrap, Taylor). Approved. (1 abstention)
2. Report Out from CCC Members	Speaker: All Apprenticeship: Allen introduced K. Vennarucci, new rep! N. Vennarucci serving as in-person proxy for Tim Myres; shared news about ENGL C1000 being offered at Sheet Metal apprenticeship site. BSS: Lew mentioned new LINC course proposals on today's agenda. Counseling: No updates to report. Fine Arts & Comm.: No updates to report. HSH: No updates to report. Kinesiology: No updates to report. Language Arts: No updates to report. LRC: No updates to report. SRC: No updates to report. STEM: Taylor noted new MATH course proposals on today's agenda. Gilstrap currently reviewing Common Course Numbering CORs. Shared he's serving on a workgroup to design new ASSIST workflow for Articulation Officers. Mentioned four new ADT TMCs have been released: African American Studies, Chicano Studies, American Indian Studies, Asian American Studies; noted we don't currently have all the courses required to support these ADTs but could create them if faculty are interested. Brannvall asked if these would fall under Ethnic Studies—Gilstrap responded, yes, that's the umbrella under which these four would be included. Brief discussion about certain requirements for these ADTs, including specific subject codes. Kaupp mentioned he recently emailed some reps to share info about new curriculum being developed at De Anza, which is a normal part of our communication w/ De Anza about curriculum. Noted these emails aren't meant to be emergency action items, they're more of an FYI and suggestion to share with relevant faculty, in case of any questions or concerns. Dworsky asked for clarification re: curriculum overlap w/ De Anza—Kaupp responded, we are allowed to offer overlapping curriculum but are encouraged to check in with each other if developing overlapping curriculum; mentioned role of regional BACCC group re: workforce/CTE curriculum.
3. Public Comment on Items Not on Agenda	No comments.
4. Announcements a. New Course Proposals	Speakers: CCC Team The following proposals were presented: LINC 51I, 51J, 51K; MATH 36AH, 36BH, 36CH.

b. Notification of Proposed Requisites c. ASCCC Fall Plenary d. State Regulatory Revisions to COR e. Credit for Prior Learning Workgroup	New and updated requisites for BIOL 1BH, 36AH; C S 11B, 12B; NCAL 407A, 407D, 407E, 407F, 419B, 419C, 419G, 421A, 422A; R T 473. Vanatta explained that share-out of new requisites at CCC is part of our normal process; Content Review forms are approved by division CC but do not come to CCC. Kaupp noted Title 5 contains clear language re: establishing requisites. Plenary will be Nov. 6-8 in San Diego. Kaupp will be attending virtually. Kaupp explained Title 5 regulations have been updated with new mandates re: what's required on CORs: establishing equity-related curriculum processes, using Universal Design for Learning (UDL), including SLOs, and including separate units for lecture and lab. Due to our equity-related work over the past few years, incl. adding the equity review field on our COR, we are in compliance with that mandate. Vanatta noted faculty/ reps will likely not need to be involved in adding lecture/lab unit info; should be able to take care of it behind-the-scenes. Vanatta asked for clarification about UDL and what we need to do, if anything—Kaupp responded, our equity field might already satisfy the UDL requirement, but CCC could choose to discuss UDL formalization. Kaupp also noted SLO field being added to COR in CourseLeaf, which will satisfy that requirement. Dupree asked if we should discuss whether division CCs should be more aware of UDL principles being intertwined during their review of new CORs—Kaupp agrees that this is a good idea. In Kurt Hueg's absence, Vanatta shared that Hueg and VP Workforce Teresa Ong have been working a lot on Credit for Prior Learning and have decided to create workgroup. Expect to hear more from Hueg.
5. Division Curriculum Committees	Speaker: Ben Kaupp Document reflects information reps have provided thus far. Kaupp noted some changes came in since agenda was distributed. Motion to approve M/S (Kurusu, Jackson Sandoval). Approved.
6. New Certificate Application: Emergency Medical Technician	Speaker: Ben Kaupp Second read of new Emergency Medical Technician Certificate of Achievement. Motion to approve M/S (Lee, Brannvall). Approved.
7. Stand Alone Applications: NCAL 401A, 402A, 402B, 402C, 402D, 402E, 402I, 404A, 406A, 406B, 406C, 406D, 406G, 406I, 406J, 406K, 407A, 407B, 407C, 407D, 407E, 407F, 410B, 410C, 410D, 416A, 416B, 416C, 419A, 419B, 419C, 419D, 419E, 419G, 419I, 419L, 419M, 419N, 421A, 421G, 422A	Speaker: Ben Kaupp Second read of Stand Alone Approval Requests for NCAL 401A, 402A, 402B, 402C, 402D, 402E, 402I, 404A, 406A, 406B, 406C, 406D, 406G, 406I, 406J, 406K, 407A, 407B, 407C, 407D, 407E, 407F, 410B, 410C, 410D, 416A, 416B, 416C, 419A, 419B, 419C, 419D, 419E, 419G, 419I, 419L, 419M, 419N, 421A, 421G & 422A, all of which will be permanently Stand Alone. Walgren asked for clarification re: "older adults" language—Kaupp responded, that is the language the college has decided to use; does apply to students over the age of 18. Vanatta noted the language reflects the name of the noncredit category at the state level. A few reps expressed they would rather not use "older adults" as it could cause confusion for potential students. Additional discussion on this language occurred, with the outcome of reps accepting its use but desiring further conversation on the topic. Motion to approve M/S (Brannvall, Lew). Approved.
8. New Certificate Application: 12-Lead ECG Interpretation (noncredit)	Speaker: Ben Kaupp First read of new 12-Lead ECG Interpretation Certificate of Completion (noncredit). Kurisu hopes to be able to start offering courses during

	winter 2026 quarter and requested CCC consider voting on cert. at today's meeting; this would allow cert. to move forward in process more quickly and allow the possibility of approval in time for winter quarter. Explained cert. will offer an expanded version of ECG training, and courses will be taught by medical director. Noted that similar trainings can be prohibitively expensive, and offering a noncredit cert. will expand opportunities for students. Kaupp noted that by voting on cert. today, reps wouldn't have the opportunity to share with their constituents and gather feedback; however, reps have been entrusted by their constituents to represent them. Motion to suspend two reads rule M/S (Kurusu, Sandor). Approved. Motion to approve M/S (Sandor, Brannvall). Approved.
9. New Certificate Application: Independence and Career Readiness	Speaker: Ben Kaupp First read of new Independence and Career Readiness Certificate of Achievement. Kaupp explained, to the best of his knowledge this is the first cert. of its kind, in the country, for neurodivergent students. Will allow TTW students to walk at graduation, possibly receive funding from the state, and potentially earn credit toward an associate degree! Explained TTW (Tools for Transition & Work) program to those in the group unfamiliar with it. Second read and possible action will occur at next meeting.
10. Stand Alone Application: AHS 452	Speaker: Ben Kaupp First read of Stand Alone Approval Request for AHS 452, which will be permanently Stand Alone. Vanatta noted this is a mirrored noncredit version of existing credit course, AHS 52. Kurisu believes this course will be used as a bridge for students interested in Allied Health programs, particularly ESLL students. Second read and possible action will occur at next meeting.
11. Stand Alone Application: R T 473	Speaker: Ben Kaupp First read of Stand Alone Approval Request for R T 473, which will be permanently Stand Alone. Vanatta mentioned this is a mirrored noncredit version of existing credit course, R T 73. Second read and possible action will occur at next meeting.
12. CCC Priorities for 2025-26	Speaker: Ben Kaupp Continuing discussion from previous meeting. Kaupp noted earlier mentions of UDL re: the COR, and Ethnic Studies re: the new ADT TMCs. Gilstrap believes discussion about possibly pursuing those ADTs should begin at the Ethnic Studies dept. faculty level, but noted there's also the wider topic of how the college could help that dept. grow if needed. If we want to offer any of those ADTs, a lot more curriculum needs to be developed. Brannvall asked if there's any specific guidance related to those ADTs—Gilstrap responded, the TMCs outline all of the requirements, including articulation requirements. White asked for explanation of TMC—Gilstrap responded, stands for Transfer Model Curriculum and is the guideline for how we structure our ADTs, incl. course requirements and articulation requirement for each course; documents publicly available on CCCCCO website. Lee asked if TMCs created in partnership w/ CSU—Gilstrap responded, the short answer is yes. Lee asked if there's been a trend to create more new ADTs—Gilstrap responded, if there's a need to create them, the state will. Gilstrap mentioned additional possible priorities: finalizing criteria for Foothill GE areas; expanding Credit for Prior Learning; new Title 5 COR

	requirements (announced earlier). Gilstrap asked what level of involvement CCC has re: SLOs—Kaupp responded, SLOs do fall under the umbrella of curriculum; however, Academic Senate has specific SLO Subcommittee (which Kaupp is on). Kaupp noted he's unsure if/how that subcommittee connects to CCC. Agrees that SLOs a high priority, considering accreditation-related concerns. Brannvall asked what needs to happen to identify who is leading SLO process (CCC or SLO Subcommittee)—Kaupp responded, he will need guidance from CCC on how we want to be involved in that work, to bring to SLO Subcommittee for discussion. Brannvall noted the extensive work the SLO folks have done to create an inclusive process, and believes if CCC came in saying we're going to lead, could be counterproductive. Kaupp agreed but noted CCC is in charge of curriculum, under which SLOs fall, so its within our purview to discuss if we want to do anything beyond just adding SLOs to the COR. Noted if CCC decides we just want to be kept updated on SLO Subcommittee's work, that's fine and he will report back as appropriate. Walgren asked if discussions re: adding SLOs to the COR have finished—Kaupp responded, yes; Vanatta added, we're on CourseLeaf's schedule to get that update made in the system. Kaupp noted that is just the logistical aspect, and discussions re: the relationship between faculty and SLOs taking place elsewhere. Kaupp again emphasized he wants to be an informed representative of CCC at Academic Senate and SLO Subcommittee, re: the group's desires/opinions on SLOs. Kaupp mentioned proposal to create AI Fellowship to allow faculty, staff, and students to guide campus-wide philosophy on AI. Unsure where CCC stands on AI as a concept, noting we could decide to discuss topic this year to establish our opinion. Brannvall asked for more details about Fellowship—Kaupp responded, believes the participants will dive deep into AI so they can be well-informed for their constituent groups. Brannvall mentioned recent discussion about Fellowship at MIPC, resulting in polarized viewpoints. Kaupp believes that whatever the college creates needs to represent all viewpoints; wonders if CCC wants to be directly involved. Agyare asked for examples of the types of curriculum-related decisions that might be made—Kaupp responded, for example, we could require faculty to document on the COR what is allowable in their course re: AI, and/or we could develop a position related to use of AI in the classroom and bring it to Academic Senate. Kaupp clarified he's not advocating for these examples, and noted they might violate academic freedom. Agyare noted, we could create a guidelines document related to use of AI in the classroom, similar to the equity guidelines document CCC created a few years ago. Kaupp noted CCC has pretty broad freedom, so we could create guidelines, but likely wouldn't be able to set official policy. Noted his participation in Academic & Professional Matters committee (APM), which helps inform Chancellor Lee Lambert; could bring CCC's opinion to that group. N. Vennarucci mentioned work done at Academic Senate to create tiered system of how AI is used. Gilstrap mentioned catalog rights as a possible topic and provided explanation of Foothill's current policy.
13. Course Lab Hours and Units	Speaker: Kurt Hueg Topic delayed to future meeting, due to Hueg's absence.
14. Foothill GE Application Criteria	Speaker: Ben Kaupp Over the past few years, CCC worked to update Foothill GE pattern; as a result of those changes, new GE application forms needed to be created. Last year, CCC decided the new forms would be used only temporarily, and further discussions needed to create more permanent

	versions. Kaupp noted forms are used not just to add new courses to Foothill GE pattern but also to assess students' requests for GE course substitutions. Herman asked if a non-ETHN course could apply for approval in Ethnic Studies GE area—Gilstrap responded, this is a good example of why updated criteria is needed, to establish whether that would be allowable. Gilstrap noted there is some guidance at the state level we can draw from, related to Ethnic Studies, and believes it will be important for Ethnic Studies dept. faculty to be present for discussion. Kaupp noted there are eight areas of Foothill GE; plan is to discuss one form at each upcoming CCC meeting, inviting relevant faculty (i.e., content experts) to participate in each discussion. Because Areas 1A & 1B are related, will discuss both at same meeting. Agyare recalled one reason CCC wanted to revisit forms is that Foothill's Institutional Learning Outcomes (ILOs) were in the process of being updated, which relate to the Breadth Criteria on all forms—Kaupp thanked Agyare for that reminder and noted he's planning to present new Breadth Criteria at next meeting, when we'll discuss forms for Areas 1A & 1B. Dupree asked if forms will be discussed in numerical order—Kaupp responded, yes, noting the schedule will be included in next CCC Communiqué. N. Vennarucci asked for clarification on timing of transition to new versions of forms—Kaupp responded, current forms (which are on CCC website) will be used for the remainder of this academic year, and new forms will be used starting next year.
15. Good of the Order	
16. Adjournment	3:34 PM

Attendees: Micaela Agyare* (LRC), Chris Allen* (Dean, APPR), Cynthia Brannvall* (FAC), Angie Dupree (BSS), Rachael Dworsky* (LA), Kelly Edwards (KA), John Fox (BSS), Evan Gilstrap* (Articulation Officer), Ron Herman (Dean, FAC), Maritza Jackson Sandoval* (CNSL), Ben Kaupp* (Faculty Co-Chair), Glenn Kurisu* (HSH), Andy Lee* (CNSL), Laurence Lew* (BSS), Bob Sandor* (STEM), Richard Saroyan (SRC), Jennifer Sinclair (STEM), Shae St. Onge-Cole* (HSH), Kyle Taylor* (STEM), Mary Vanatta* (Curriculum Coordinator), Kristina Vennarucci* (APPR), Nate Vennarucci* (APPR), Judy Walgren* (FAC), Sam White* (LA)

** Indicates in-person attendance*

Minutes Recorded by: M. Vanatta