College Curriculum Committee
Meeting Minutes
Tuesday, June 4, 2019
2:00 p.m. – 3:30 p.m.
President's Conference Room

Item	Discussion
1. Minutes: May 21, 2019	**Approved by consensus.**
2. Report Out from Division Reps	**Speaker: All** Happy retirement to Bernie Day! The group gratefully acknowledged Day for her years of service and thanked her for her dedication. Her expertise and kindness will be missed! Counseling: Working on Title 5 list. PSME: Working on Title 5 list. Kinesiology: Working on Title 5 list. Bio Health: Finishing up new ADT in Environmental Science; working to clarify Distance Ed approvals (online vs. hybrid); BIOL 58 changing to PHT 58—has always been taught by Pharmacy Technology faculty. Language Arts: Fast-tracking noncredit corequisites for ENGL 1A, 1S/1T; working on new noncredit certificates. Library: No updates to report. BSS: Working on CORs for new BUSI courses; working on Title 5 list.
3. Announcements 　a. New Course Proposals	**Speaker: Ben Armerding** The following proposals were presented: BIOL 70R series; C S 85; GID 1A; MATH 10B. Please share with your constituents. Day noted that UC transferability might be possible for C S 85, but still researching for GID 1A. Shared that UC San Diego created new program in Data Science and looking to articulate related courses—Day emailed relevant Foothill faculty.
b. Honors Course Prerequisite	Related to discussions at previous meetings; conversation will continue in the fall. Armerding encouraged reps to continue to provide feedback (or reach out to their constituents) to Honors Institute coordinators (Debbie Lee and Voltaire Villanueva).
c. CLEP Pilot Project	Day presented announcement. Last year we established our local CLEP policy. Foothill recently invited to participate in national pilot project with College Board, to identify veterans and current military service members for outreach purposes. Foothill will be able to select which CLEP exams to include and specify parameters regarding minimum score.
d. Division Reps for 2019-20	Armerding asked group to please get a head start on identifying division reps for 2019-20. PSME rep asked for update regarding possibility of new STEM division receiving additional vote—Armerding spoke with Academic Senate president Isaac Escoto but has yet to receive confirmation. Clarified that should be fine to add another rep but will verify with Eric Kuehnl (next year's faculty

	co-chair). Library rep recalled similar conversation when Library became part of Language Arts but was allowed to continue to have its own vote on CCC and AS. Armerding encouraged PSME reps to ask AS reps to introduce topic at AS meeting; Armerding will also follow up with Escoto. PSME rep asked Bio Health rep if new STEM division will also include Allied Health programs—Bio Health rep has heard that is now the plan (current Bio Health and PSME divisions will fully become one).
e. Upcoming COR Deadline—June 21	Vanatta reminded the group about the June 21st deadline for CORs to be in Review1 status in C3MS, for the 2020-21 catalog. Same deadline for new and updated CORs, including those on the Title 5 list. Vanatta sent an updated Title 5 list to the reps on May 16th; plans to check in once or twice more (if necessary) before the deadline.
4. Credit for Prior Learning	**Speakers: Ben Armerding, Dolores Davison** Discussion began at previous meeting; present today is Dolores Davison, VP of ASCCC and co-chair of state-wide Credit for Prior Learning (CPL) committee at CCCCO. Davison provided background: issue first arose in 2012 when CA legislation passed to align community college curriculum with military learning; interest arose regarding industry-related CPL when baccalaureate degree pilot began. Recently, two related bills passed: SB 1071, to require colleges have local policies to award CPL for military veterans—state-wide task force convened, guidelines will be released in the upcoming weeks, Title 5 changes drafted to replace Credit by Exam (CBE) language with CPL (currently in Board of Governors [BOG] review); AB 1786, to require CCCCO initiative to expand CPL beyond military learning (e.g., industry credentials, etc.). Noted that baccalaureate pilot has been extended, which has increased interest in AB 1786. Moving forward, state-wide pilot being convened in September, bringing together faculty in seven CTE disciplines to create crosswalk for CPL for military veterans to receive credit for specific courses. Processes like CBE can be onerous and time-consuming; idea behind pilot to create something that any college can use, vetted by discipline faculty across the state (similar to how C-ID process works). Hoping to unveil crosswalks end of spring 2020. Aforementioned guidelines and Title 5 changes should come out in July. PSME rep asked about need for local faculty to be involved in process related to crosswalk—Davison noted that, like AP credit, staff such as registrars will be able to use crosswalk to identify local courses for which credit may be awarded to a student. BSS rep asked for list of seven disciplines—automotive technology, health, cybersecurity, business administration, administration of justice, information technology, fire science. Starer noted that crosswalk will be recommendations and not mandated—correct. Title 5 changes mandated, but policies and procedures will be more general for colleges to interpret locally. Hueg asked about apportionment—question has been raised at BOG, and CCCCO is planning to look into, but nothing has been determined yet. Current BOG focused on saving money for students, which may influence outcome. Starer noted foreign language not included in disciplines—Davison noted work is occurring regarding CPL for foreign languages. Noted that joint services transcripts only available when students request them; trying to figure out a pass-

	through with the CCCCO or adding ability via CCCApply for student to designate they'd like transcript forwarded. Day noted max units for CBE—Davison says discussions ongoing regarding min/max units for CPL, as well as residency. Day asked about crosswalk for GE—currently, majority of credit granted to veterans is for electives; project focused on awarding major credit, and GE isn't really being discussed at this time. Once this project implemented, next step will be to address GE credit. Bio Health rep asked about awarding credit for Allied Health programs—first discipline likely to be reviewed is EMT, but CPL could be tricky for many programs with external governing bodies; current plan is to review programs to see if any commonalities exist and move forward from there. Noted similar process of reviewing courses for commonality when C-ID was introduced. Starer asked about competency-based instruction—part of discussion, especially around expanding minimum qualifications. Plan is for pilot to be expanded beyond veterans into other industries. Also included in discussions is the topic of bridge courses, to fill in any gaps in student's prior learning.
5. Consent Calendar a. GE Application	**Speaker: Ben Armerding** The following GE application was presented: Area IV—Plumbing Technology Apprenticeship Program. Would approve GE Area IV for students who complete the full program, not one individual course. Similar to previous approval for Area III GE. BSS rep expressed concern that program content does not meet Area IV GE criteria—Starer noted that analysis performed by faculty within BSS, and will invite them for discussion at next meeting. Group agreed to hold application for further review at next meeting.
6. New Program Application: Nutrition and Dietetics ADT	**Speaker: Ben Armerding** Second read of new Nutrition and Dietetics ADT. Feedback Form has been sent to governance groups but no feedback has yet been received. No discussion. Motion to approve **M/S** (Serna, Gilstrap). **Approved.**
7. Stand Alone Approval Request: C S 55A	**Speaker: Ben Armerding** Second read of Stand Alone Approval Request for C S 55A. Group agreed to discuss and vote on all C S Stand Alone requests as one motion. No comments. Motion to approve **M/S** (Serna, Venkataraman). **Approved.**
8. Stand Alone Approval Request: C S 55B	**Speaker: Ben Armerding** Second read of Stand Alone Approval Request for C S 55B. *See item 7 for motion/approval details.*
9. Stand Alone Approval Request: C S 55C	**Speaker: Ben Armerding** Second read of Stand Alone Approval Request for C S 55C. *See item 7 for motion/approval details.*
10. Stand Alone Approval Request: C S 55D	**Speaker: Ben Armerding** Second read of Stand Alone Approval Request for C S 55D. *See item 7 for motion/approval details.*
11. Stand Alone Approval Request: NCEL 426	**Speaker: Ben Armerding** First read of Stand Alone Approval Request for NCEL 426. Will be temporarily Stand Alone—included in new ESL-Intermediate

	noncredit certificate. Counseling rep asked if NCEL courses are mirrored versions of credit courses—yes. Second read and possible action will occur at next meeting.
12. Stand Alone Approval Request: NCEL 427	**Speaker: Ben Armerding** First read of Stand Alone Approval Request for NCEL 427. Will be temporarily Stand Alone—included in new ESL-Intermediate noncredit certificate. *[Note: see item 11 for comments.]* Second read and possible action will occur at next meeting.
13. Stand Alone Approval Request: NCEL 435	**Speaker: Ben Armerding** First read of Stand Alone Approval Request for NCEL 435. Will be temporarily Stand Alone—included in new ESL-Advanced and ESL-Oral Proficiency noncredit certificates. *[Note: see item 11 for comments.]* Second read and possible action will occur at next meeting.
14. Stand Alone Approval Request: NCEL 436	**Speaker: Ben Armerding** First read of Stand Alone Approval Request for NCEL 436. Will be temporarily Stand Alone—included in new ESL-Advanced noncredit certificate. *[Note: see item 11 for comments.]* Second read and possible action will occur at next meeting.
15. Stand Alone Approval Request: NCEL 437	**Speaker: Ben Armerding** First read of Stand Alone Approval Request for NCEL 437. Will be temporarily Stand Alone—included in new ESL-Advanced noncredit certificate. *[Note: see item 11 for comments.]* Second read and possible action will occur at next meeting.
16. Stand Alone Approval Request: NCEN 401A	**Speaker: Ben Armerding** First read of Stand Alone Approval Request for NCEN 401A. Will be temporarily Stand Alone—included in new Bridge to College Level English noncredit certificate. Will serve as corequisite for ENGL 1A. If approved by CCCCO in time, plan to teach in fall 2019. Second read and possible action will occur at next meeting.
17. Stand Alone Approval Request: NCEN 442A	**Speaker: Ben Armerding** First read of Stand Alone Approval Request for NCEN 442A. Will be temporarily Stand Alone—included in new Bridge to College Level English noncredit certificate. NCEN 442A/B similar to existing portfolio corequisites for ENGL 1S/1T. If approved by CCCCO in time, plan to teach in fall 2019. Counseling rep asked for clarification regarding reduction in units on 1S/1T from 5 units to 4 units—yes, effective for 2019-20 catalog. Day noted potential articulation-related concerns—still approved for UC transfer, in general, but certain campuses may take issue with lower units (re: course-to-course articulation). Day noted that most students take 1S/1T to transfer as GE and not for specific major course, so hopefully will not affect many students. PSME rep noted that when MATH coreqs created (related to AB 705), division was told they could not be noncredit—Armerding noted that this was the understanding last spring, but later information revealed that noncredit is allowable and, under certain situations, may be possible to receive enhanced funding. Noted that CCCCO has yet to review/approve any Foothill noncredit coreqs (or associated certificates), so definitive answer is still to

	come. Language Arts rep noted that coreq/Advisory language for 442A/B still being discussed at division and will be finalized for second read. Second read and possible action will occur at next meeting.
18. Stand Alone Approval Request: NCEN 442B	**Speaker: Ben Armerding** First read of Stand Alone Approval Request for NCEN 442B. Will be temporarily Stand Alone—included in new Bridge to College Level English noncredit certificate. *[Note: see item 17 for comments.]* Second read and possible action will occur at next meeting.
19. Student Petition for Credit by Exam	**Speaker: Ben Armerding** Second read of petition form used by students to request Credit by Exam (CBE) for a course. First read was of form used in the past by a dept., and CCC Team has created updated draft for second read based on that form and comments/suggestions made during first read. (First read draft also attached for comparison.) Note that once CCC has approved form, plan to ask Marketing to create fillable PDF form to match existing student forms. Counseling rep shared feedback from colleagues in counseling: suggested certain bullets from page 2 be moved to page 1 and include check boxes for students to confirm receipt of information. Stressed that, even though student will complete form with a counselor, still important to acknowledge. Also suggested change MATH examples used on page 2 to SPAN or something else likely to be available for CBE. Other Counseling rep noted need to figure out process for student, including where form will be picked up by student. Armerding and Vanatta noted they have not heard about any courses approved for CBE under new policy. Draft will be updated to change bullet points to check boxes or spaces for student's initials, and signature lines moved to bottom of page 2. Group discussed requiring counselor's signature on form—agreement, but Counseling reps would like to follow up with constituents. Discussion regarding potential process, including whether or not form should be available on Admissions & Records website. Starer stressed that process should begin with instructor of record, and then student would meet with counselor—group agreed. Library rep noted webpage exists for faculty forms. Language Arts rep noted concern that student unlikely to seek out instructor of record as first step; more likely to reach out to dean. Armerding noted that, in those situations, dean could explain process to student. Counseling rep agreed that same explanation would occur if student tries to begin process with counselor. Group agreed to bring form back for a third read before considering for approval; will occur at next meeting.
20. Good of the Order	
21. Adjournment	**3:32 PM**

Attendees: Ben Armerding (Faculty Co-Chair), Zachary Cembellin (PSME), Dolores Davison (guest—ASCCC), Bernie Day (Articulation Officer), Kimberly Escamilla (LA), Valerie Fong (Acting Dean, LA), Marnie Francisco (PSME), Evan Gilstrap (CNSL), Allison Herman (LA), Kurt Hueg (Dean, BSS), Katy Ripp (KA), Lisa Schultheis (BH), Ben Schwartzman (SRC), Lety Serna (CNSL), Paul Starer (Administrator Co-Chair), Mary Thomas (LIBR), Nick Tuttle (BSS), Mary Vanatta (Curriculum Coordinator), Anand Venkataraman (PSME), Bill Ziegenhorn (BSS)

Minutes Recorded by: M. Vanatta