

**College Curriculum Committee
Meeting Minutes
Tuesday, December 3, 2019
2:00 p.m. – 3:30 p.m.
President’s Conference Room**

Item	Discussion
1. Minutes: November 19, 2019	<p>PSME rep requested amendment to clarify comments made during Requisite Recency discussion, regarding suggestion to add guidelines to syllabus not being “appropriate”—rep doesn’t disagree with including guidelines on the syllabus, but does not believe that doing so solves the problem on its own. Vanatta will amend the minutes to clarify.</p> <p>Approved by consensus, with amendment.</p>
2. Report Out from Division Reps	<p>Speaker: All Articulation: No updates to report.</p> <p>Counseling: No updates to report.</p> <p>Fine Arts: No updates to report.</p> <p>Library: No updates to report.</p> <p>PSME: No updates to report.</p> <p>Language Arts: Spanish dept. working on new certificate, and new course in Spanish for traveling.</p> <p>Kinesiology: Recent discussions regarding teaching physical activity courses online; other colleges already doing so. For example, students complete activities on their own and submit proof electronically to faculty. Asked if would need to create new courses or simply update current courses for DE approval—consensus is to update current courses. Fine Arts rep noted similar situation when Art dept. began offering studio art courses online. Gilstrap suggested looking at CORs at other colleges that are already offering online activity courses; other Fine Arts rep suggested faculty speak with Foothill Committee on Online Learning (COOL).</p> <p>BSS: Child Development dept. working on new courses and related certificate in nanny education. Starer noted frequent requests by au pair organizations for curriculum.</p> <p>Apprenticeship: No updates to report.</p> <p>Vanatta noted that deadlines have been set for curriculum sheet updates and Foothill GE applications for the 2020-21 catalog; both will be Feb. 18th.</p>
3. Announcements a. Notification of Proposed Requisites	<p>Speaker: Eric Kuehnl New prereqs for ACTG 54, R T 75, effective summer 2020 quarter. Please share with your constituents. No comments.</p>
4. Stand Alone Approval Request: JRYM 105	<p>Speaker: Eric Kuehnl Second read of Stand Alone Approval Request for JRYM 105. No comments.</p> <p>Motion to approve M/S (Murphy, Francisco). Approved.</p>
5. Stand Alone Approval Request: JRYM 106	<p>Speaker: Eric Kuehnl Second read of Stand Alone Approval Request for JRYM 106. No comments.</p>

	<p>Motion to approve M/S (Murphy, Francisco). Approved.</p>
<p>6. Stand Alone Approval Request: R T 75</p>	<p>Speaker: Eric Kuehl First read of Stand Alone Approval Request for R T 75. Will be permanently Stand Alone. No comments.</p> <p>Second read and possible action will occur at next meeting.</p>
<p>7. Awarding Local Apprenticeship AS Degree</p>	<p>Speakers: Brian Murphy, Paul Starer, Apprenticeship guests Guests present for discussion: Appr. dean Chris Allen; Appr. faculty Erica Paul; Appr. students Sabrina Sharp and Daniel Mercer; BSS faculty Patricia Gibbs. Starer explained that discussion is to give background on Plumbing Technology Apprenticeship program involved in current GE mapping process; noted that this information should have been brought to CCC ahead of GE applications that are already approved, hopes that today's presentation rectifies that.</p> <p>Appr. rep provided overview of organization—belongs to national organization, United Association (UA), doing commercial and industrial work for companies (e.g., Google, NASA, Intel), incl. plumbing, heating and cooling systems, water supply systems. UA also works to assist communities (e.g., Flint, MI water crisis). Local 393 serves Santa Clara and San Benito counties. Pipe Trades Training Center opened in 1961; since 1980s has been the primary local training center in the Bay Area. In addition to apprenticeship, offers continuing education (i.e., journey person) classes. Current focus on technology (e.g., CAD), water quality and purification. Only center to offer certain types of training, such as project management courses approved today. Offers student council experience; community service required for students (e.g., Toys for Tots, Sacred Heart); members active in city council meetings on behalf of communities. Currently about 400 apprentices, plus 100 residential/journey person students. Recently invested \$1M in partnership with National Occupational Competency Testing Institute (NOCTI) to fully develop curriculum; achieved accreditation for program from Council on Occupational Education. Students must pass entrance exam (75% or better) developed by NOCTI; toughest local to get into. Appr. program is five years long—two nights of class per week, plus 880 hours per semester of on-the-job training (min. of 8800 total hours required to graduate). Plumbers also need certain certifications and must pass Santa Clara County Competency exam. Main benefits of program are 100% school-to-job rate, zero-cost education, free continuing education for members. Local 393 is 4th highest paid local in the US. Sense of community within union; Appr. rep shared personal stories.</p> <p>Paul shared personal story, related to benefits of earning associate degree and opportunities it brought. Career in construction led to her working at Local 393 as an instructor and in developing curriculum. Noted recent building trend in the Bay Area bringing increased opportunity for union members. Displayed stack of textbooks used by students to learn all aspects of the trade; described the building process of a new hospital. Stressed the incredible need for safety and high-quality work required for hospitals and other new buildings. Advocated on behalf of students for opportunity to achieve associate degree from Foothill. Mercer is a third-year student—shared personal story, including how much he enjoys directly applying what he's learning to on-the-job work. Appreciates diversity of student body and the communication and leadership skills he's gained; associate degree would help enable him to explore leadership roles and achieve personal goal of earning a degree. Sharp is a fifth-year student—shared personal story; noted that plumbing also covers plumbing for dangerous gasses, not just water. Noted that program also offers opportunity to learn large-scale plumbing design (i.e., for a large campus,</p>

	<p>not simply a single building). Believes being able to earn an associate degree would increase acknowledgment from those outside the trade of the importance of students' work.</p> <p>Allen noted Foothill's innovation in BS degree program; opportunity to innovate by offering associate degrees for Appr. students. Starer encouraged the group to ask questions. BSS rep noted difference between US and international degrees, regarding breadth (e.g., GE requirements); asked how Appr. program would satisfy GE requirements—Starer explained current process to map Appr. program curriculum with Foothill GE areas; as opposed to course-to-course mapping, students fulfill GE throughout completion of the full program. PSME rep expressed concern regarding our GE reciprocity agreements with other CCs, and how this GE mapping may affect Appr. students who wish to transfer their degree to another college. Gilstrap noted that our agreement is among eight CCs in the region; explained potential issue of other college reviewing transcript and not seeing GE courses listed—could result in their simply not accepting GE fulfillment, but could also result in their not accepting associate degree in general. Gibbs involved in GE mapping project; noted that innovation can mean leaving behind the old way of doing things, as well as taking risks by moving forward. Stressed that the mapping process has demonstrated to her clear evidence that Appr. students are being taught necessary content; concerned that we would be treating Appr. curriculum and students differently by not fully exploring options regarding GE and otherwise. Starer acknowledged PSME rep's concerns; noted we cannot control actions by receiving institutions and believes that risk is worthwhile. Believes this is part of a wider trend, related to credit for prior learning, and that colleagues at other colleges will be open to discussing any concerns with us. Sees this as similar to our BS degree program, with Foothill serving as leaders and role models in the CC community. Subramaniam noted his work on GE mapping and ease with which curriculum could be mapped. Appr. rep noted unlikely that Appr. students would want to transfer associate degree to another college; more likely to use degree later in career to help achieve leadership role within trade. Gilstrap clarified his support in moving forward; wants to ensure that details regarding articulation included in the process.</p>
<p>8. Honors Course Prerequisite</p>	<p>Speakers: Susie Huerta, Voltaire Villanueva Huerta and Villanueva, from Foothill Honors Institute, provided presentation. Villanueva gave overview of previous application process for honors program. Recent change (effective winter 2019 quarter) to no entry criteria for program; however, honors prerequisite ("Honors Institute participant") on honors courses blocks students from enrolling unless program staff enter code in Banner. Hundreds of students per year must be coded. Gave overview of exit criteria for honors scholars; among benefits are designation on transcript, preferential admissions review at certain colleges. Students submit application and state that they will not participate in academic dishonesty; students are monitored throughout the program. Honors Institute would prefer students be able to enroll in honors courses without needing to complete extra step (e.g., prereq), making courses open access. Subramaniam noted need for Content Review submission for requisites—Villanueva believes this prereq was specifically created to prevent students from unintentionally enrolling in honors course.</p> <p>BSS rep asked for history on program entry criteria—Villanueva noted research done last year, which exposed inequities in program, resulting in move to make it open access. Other BSS rep noted potential unintended consequence of student enrolling in honors course if non-honors version is full; noted faculty push for Banner to alert students who enroll in online/hybrid courses and wondered if similar alert could be implemented for honors courses. Huerta noted requirement for honors students to check</p>

	<p>in with counselors on a quarterly basis—BSS rep noted that requirement is for honors scholars, but students who inadvertently enroll would not necessarily adhere to that. Villanueva noted state-wide trend for honors programs to be open access; provided examples from a few other CCs. BSS rep asked if change in entry criteria has resulted in any significant differences—Honors Institute working with Institutional Research to gather data and see if there have been any impacts. Hoping to create learning community for honors students, which data will help influence. Starer asked if other CCs mentioned have similar agreements with four-year colleges as Foothill (e.g., UCLA)—yes, looking at peer schools, especially those with same agreement with UCLA, which is very popular with students. Hueg asked if all honors courses have footnotes in the online schedule—yes, with information regarding contacting Honors Institute staff. Gilstrap noted that removing honors prereq from a course will result in his needing to resubmit course for articulation (C-ID, UC TCA, IGETC, etc.); concerned that articulation issues may arise.</p>
9. Good of the Order	
10. Adjournment	3:30 PM

Attendees: Micaela Agyare (LIBR), Chris Allen (guest—Dean, APPR), Stephanie Chan (LA), Marnie Francisco (PSME), Patricia Gibbs (guest—faculty, BSS), Evan Gilstrap (Articulation Officer), Hilary Gomes (FA), Kurt Hueg (Dean, BSS), Susie Huerta (guest—Honors Institute), Eric Kuehnl (Faculty Co-Chair), Dokesha Meacham (CNSL), Allison Meezan (BSS), Ché Meneses (FA), Daniel Mercer (guest—student, APPR), Brian Murphy (APPR), Ron Painter (PSME), Erica Paul (guest—faculty, APPR), Sabrina Sharp (guest—student, APPR), Matt Stanley (KA), Paul Starer (Administrator Co-Chair), Ram Subramaniam (Dean, BH & PSME), Nick Tuttle (BSS), Mary Vanatta (Curriculum Coordinator), Voltaire Villanueva (guest—Honors Institute)

Minutes Recorded by: M. Vanatta