

**College Curriculum Committee
Meeting Minutes
Tuesday, October 20, 2020
2:00 p.m. – 3:30 p.m.
Meeting held virtually via ConferZoom**

Item	Discussion
1. Minutes: October 6, 2020	Approved by consensus.
2. Report Out from Division Reps	<p>Speaker: All Apprenticeship: No updates to report.</p> <p>Bio Health: Subramaniam noted that new Pharmacy Technology cert. moving through governance feedback process.</p> <p>BSS: Acting Dean announced, Jose Nava.</p> <p>Counseling: Asked reps to remind faculty and program chairs to let counselors know about updates to courses and/or programs—can inform Counseling reps of any changes, throughout the year.</p> <p>Fine Arts: No updates to report.</p> <p>Kinesiology: No updates to report.</p> <p>Language Arts: Follow up re: UC articulation issue with ENGL 1AH & 1BH—updated textbooks on CORs and resubmitted courses.</p> <p>Library: No updates to report.</p> <p>PSME: No updates to report.</p> <p>SRC: No updates to report.</p>
3. Announcements a. ASCCC Fall Plenary Resolutions	<p>Speakers: CCC Team Resolutions packet was attached as info item. Gilstrap noted a few items concern curriculum (within 9.0 heading). Language Arts rep asked when Kuehnl needs feedback on resolutions—Area meetings have occurred, but feedback can still be given ahead of Plenary. Kuehnl is not attending but will pass on any feedback. ASFC rep asked for more info re: Plenary—meeting of all Academic Senate reps from California community colleges.</p>
4. Consent Calendar a. Streamlined Certificates of Achievement	<p>Speaker: Eric Kuehnl The following certificates were presented: Communication Studies I, Communication Studies II (Fine Arts & Communication). These certificates were submitted using the streamlined process CCC approved in 2018; they are currently non-transcriptable certs and will be submitted to the CCCCO as certificates of achievement if approved.</p> <p>Motion to approve M/S (Venkataraman, Armerding). Approved.</p>
5. Ethnic Studies Program	<p>Speaker: Eric Kuehnl Kuehnl opened topic by recalling discussions at CCC last year about our decentralized curriculum process, with group deciding against creating process to bypass division approval. Today's discussion concerns new course proposals in Ethnic Studies, drafted by Susie Huerta, David Marasco, and Voltaire Villanueva, who have asked that the proposals be presented for approval by CCC, instead of by a specific division. CCC's goal is to consider request and decide whether or not CCC will approve, and (if so) what the process would be (for proposals and resulting CORs). If CCC declines to serve as approver, should advise faculty on process.</p>

Kuehnl has already spoken with a few reps and knows there are a lot of different perspectives; would like to hear from everyone who desires to be heard. Proposes each division has five uninterrupted minutes to ask questions and provide feedback on the process they would like to see used for proposals, if desired. Wider discussion would follow. Noted need to reserve 10 minutes at end of meeting for DL Addendum first read. D. Lee asked if Huerta and Villanueva could present first—Kuehnl would like divisions to speak first, to allow Huerta and Villanueva to better address divisions' questions.

PSME rep stated that our process has always been for courses to go through a division so they may be reviewed by discipline experts; unsure what process would be for CCC to approve a new course proposal, which are usually info items. Recalled that proposal form was created specifically as info item for CCC, to try to prevent overlap in curriculum across campus. Asked what process would be for approval of CORs if CCC approves proposals, and would CCC be tasked with approving them to submit to Instruction Office. Noted need to gather feedback from division constituents before voting on any new process. Other PSME rep eager to hear from Huerta and Villanueva, to better understand details of request and its complexity. Noted Foothill's process is unique and contributes to the college's excellence. Villanueva responded faculty would like to follow our normal process but unsure which division courses would be housed in; suggested perhaps courses be housed within a new division, created specifically for Ethnic Studies. Believes presenting courses to CCC is best first step and recognizes CCC could ask courses be sent to a division for review/approval. Goal is for courses to be active in fall 2021 quarter, so eager to get started. PSME rep asked whose purview it is, to determine makeup of divisions and creation of new division (believes it is administration). Noted deadline for 2021-22 catalog was this past June, although likely that VP of Instruction will approve fast-tracking. Villanueva mentioned tight articulation timeline, re: new CSU GE Area F.

Gilstrap weighed in on articulation details, noting that current info from CSU somewhat conflicting. As of Friday, CSU's expectation is that community colleges offer Ethnic Studies course by fall 2022; on the other hand, CSU GE Area F goes into effect fall 2021. Normal deadline for CSU GE is in Dec., but CSU giving extension until Feb. 1st for new Area F only. Noted deadline to apply for UC transferability in June, but won't get results until Aug./Sept. Earliest IGETC approval would be for fall 2022. Huerta reiterated not trying to undermine existing processes, but hesitant to simply select an existing division, which is why faculty asked that proposals come to CCC. Noted no precedent for courses that don't have any obvious division, and asked what process would be to create a new division. Stressed that faculty asking only for a temporary solution, for this situation, and not for a change in precedent.

Fine Arts rep thanked Gilstrap for the articulation details. Supportive of Ethnic Studies courses but concerned for students taking courses before they're articulated and approved for transfer. Had same question as PSME rep, re: would CCC be approving the CORs; asked who will be writing the CORs. Villanueva explained that Academic Senate (AS) created new Advisory and Steering committees for Ethnic Studies—Advisory looking for members from across campus; Steering tasked with creating the CORs, with faculty author yet to be determined. Villanueva has background in teaching Ethnic Studies courses. Other Fine Arts rep noted personal connection to Ethnic Studies curriculum; mentioned multiple stakeholders, incl. students. Asked for clarification re: CCC being presented with courses

to review, but is the long-term goal to create a new division, and how does CCC fit into that process. Noted need to innovate while also considering process and practices. Villanueva clarified request is for new dept., not necessarily new division. Simply looking to CCC for guidance re: process to follow for these courses; interested in following processes. Huerta agreed discussion is important, but concerned with delays in getting courses approved and available to students. Acknowledged the uncomfortable discussion around possibly following a new/different process.

Language Arts rep in complete support; noted very important for courses to "have a home" (mentioned recent new courses related to AB 705); asked where faculty see courses being housed (i.e., which division). Noted certain divisions have interesting groupings of depts. Villanueva would like courses to have their own administrative unit; noted prior experiences with Ethnic Studies programs being the first to be cut, when disciplines fighting for resources. Other Language Arts rep noted lots of excitement in division about Ethnic Studies; mentioned Social Justice Studies program/courses being interdisciplinary, housed in BSS. Rep's personal opinion is comfortable with either path (CCC approval vs. division approval). Suggested existing division be selected temporarily, with later follow-up re: best permanent division (new or existing). Also in support of CCC creating temporary process, but noted this could take some time. Mentioned questions of which dean would approve, right of assignment. Asked about level of interest from administration, particularly re: hiring new faculty. Asked how Language Arts faculty could become involved in collaborating.

Huerta agreed that creating a temporary process could result in delays; agreed that a temporary "house" could be a good idea to start, but echoed Villanueva's concern that Ethnic Studies needs special level of "protection," and important to find permanent house to try to prevent program from being threatened. Villanueva mentioned new committees, which Language Arts (and other) faculty may participate in. Huerta believes administration ready to support creation. Kuehnl asked for description of the committees—per Villanueva, Advisory is open to campus community, in effort to gain as many perspectives as possible (faculty, staff, administrators, students), Steering is subset (led by Huerta, Villanueva, Marasco) and includes students and administrators, AS President Kathryn Maurer and Kuehnl. PSME rep asked for info re: tasks, deliverables, timelines. Per Huerta, Steering focused on working with administration on operating aspects (e.g., input for faculty hires, creation of a division); Advisory more focused on curriculum development. More information will be disseminated by AS reps, soon. ASFC rep agreed with descriptions of committees.

BSS rep asked about courses being interdisciplinary yet proposals list Ethnic Studies as discipline—Kuehnl explained that discipline on proposal relates to minimum qualifications for faculty, driven by state-created list, but we have local purview over where courses are housed. Regardless of division, discipline listed on COR would drive minimum quals. Patricia Gibbs Stayte noted Sociology dept. has been trying to get Ethnic Studies program going since late '90s, but hit roadblocks due to questions of where courses/program fit into Foothill's structure. Reminded the group that students rely on us to offer courses that provide a transfer pathway. Noted recent creation of Social Justice Studies and Global Studies programs. Concerned that decisions being made in a non-collaborative way; agreed with need to work quickly but stressed need for interdisciplinary and collaborative work. Other BSS rep echoed concerns with moving too quickly; would like more time to research, follow up, and make decisions.

Fong mentioned deadlines; noted some decisions (e.g., division) could take

	<p>time, but important to get curriculum writing started soon. Believes Huerta and Villanueva willing to discuss options for moving forward; Steering committee focusing on operational aspects, so CCC may not need to be concerned with those specifics. Noted this could be considered an exception to our normal structure of approving curriculum, and CCC could take on approval. Believes important for discipline expert to be involved in writing curriculum. D. Lee agreed with importance of curriculum writing starting ASAP, with hiring and other aspects determined later. Noted that creation of Ethnic Studies has been an ongoing process, held up by such operational questions as division. Kuehnl asked Gilstrap and Vanatta for input re: deadlines/timeline—Gilstrap noted CSU GE deadline depends on faculty's intent; if Area D requested, COR needs to be ready by Dec. 1st (deadline for IGETC & CSU GE), but if interested in only Area F, deadline is Feb. 1st. CSU has yet to provide timeline for when colleges will hear back; usually receive results in April (for normal Dec. deadline).</p> <p>Per Patrick Morriss (faculty tri-chair of Equity & Education Council [E&E]), President Nguyen asked E&E to advise on students' open letter (which incl. request for Ethnic Studies courses). Morriss' advice as faculty member is to allow CCC to do its work in making this happen. E&E will recommend hiring full-time faculty member for Ethnic Studies, to be given high hiring priority. Addressed PSME rep's concern re: creating new process to approve course proposals, noting many members of faculty leadership attending today's meeting, and CCC is the body that determines local curriculum processes. Believes even though division CC structure currently in place, CCC is overarching body and should determine how to move forward in this situation. PSME rep noted previous examples of depts. being moved between divisions, wondering if there is any objection to courses being created within existing division, and then later moved to another division (incl. new one). Villanueva responded that many previous discussions focused on what particular division thinks (e.g., BSS); would like conversation to occur outside of any specific division, as courses are interdisciplinary. Language Arts rep believes we have good local practice of cross-division input, when it comes to interdisciplinary courses/programs; sees this as a positive aspect. Villanueva agreed with the importance of interdisciplinary input, noting different backgrounds of self, Huerta, and Marasco. Primary goal is to see these courses and program to fruition and fulfill the students' request.</p> <p>Kuehnl ended discussion for today; will continue at the next meeting, as top priority. D. Lee asked about next steps—reps should solicit feedback from constituents; would like CCC to make decision at next meeting (will proposals be considered at CCC or will faculty be steered to a particular division).</p>
<p>6. Update Distance Learning Addendum</p>	<p>Speaker: Eric Kuehnl First read of updated Distance Learning Addendum (online fillable form in Office 365) and Process to Implement New Distance Learning Addendum. Vanatta made some changes to the form based on discussion at previous meeting and feedback received following: Question #5—clarified that Hybrid delivery includes on-campus attendance; Question #7—added Zoom, etc. method and updated "Timely feedback and return of student work..." method to be more relevant to Canvas; Question #9—changed to a required selection for faculty to confirm accessibility requirements will be built into the course, and added separate Question #10 to allow for additional accessibility details to be entered (optional). Also noted Distance Learning Modality list updated to include new R & T codes, per Scheduling Task Force, and table updated to include (also corrects previous typo).</p> <p>Process groups active courses into four categories: 1) courses scheduled</p>

	<p>to be taught in winter 2021 quarter, 2) courses anticipated to be taught in spring 2021 quarter, 3) all remaining courses that do not have a DL Addendum on file, and 4) all courses that have an old version of the DL Addendum on file (for which this new form has not been submitted). Vanatta noted that since the winter 2021 schedule is mostly complete, she will compile a list of courses for the first category. Divisions will need to determine which of their courses are in the second category—Vanatta can help, if needed. Acknowledged tight timeline for category #1—PSME rep agreed but noted important to finish before winter break.</p> <p>Vanatta noted some divisions have been waiting to submit new DL Addenda; CCC Team has asked them to wait for new form to be approved and go into effect. Believes it should go without saying that as soon as new form has been released, faculty welcome to use it to submit any course(s) for DL approval, even if they do not fall into the first category—no disagreement from group.</p> <p>Second read and possible action will occur at next meeting.</p>
7. Credit for Prior Learning	<p>Speaker: Eric Kuehnl Topic delayed to future meeting, due to time constraint.</p>
8. Good of the Order	<p>Kuehnl noted that orientation for new reps will be Tuesday, Oct. 27th, at 2:00pm. All new and returning reps welcome to attend.</p>
9. Adjournment	<p>3:32 PM</p>

Attendees: Micaela Agyare (LIBR), Chris Allen (Dean, APPR), Ben Armerding (LA), Luis Carrillo (CNSL), Zach Cembellin (PSME), Anthony Cervantes (Dean, Enrollment Services), Melissa Cervantes (Dean, Institutional Equity, Diversity & Inclusion), Sam Connell (BSS), Ileana da Silva (LA), Mark Ferrer (SRC), Valerie Fong (Acting Dean, LA), John Fox (BSS), Marnie Francisco (PSME), Patricia Gibbs Stayte (BSS), Evan Gilstrap (Articulation Officer), Hilary Gomes (FA), Allison Herman (LA), Carolyn Holcroft (Equity), Kurt Hueg (Administrator Co-Chair), Susie Huerta (LA), Adrienne Hypolite (Equity), Maritza Jackson Sandoval (CNSL), Eric Kuehnl (Faculty Co-Chair), Andy Lee (CNSL), Debbie Lee (Acting Dean, FA & KA), Laurence Lew (BSS), Don Mac Neal (KA), Andre Meggerson (A&R), Ché Meneses (FA), Patrick Morriss (PSME), Abhiraj Muhar (ASFC President), Brian Murphy (APPR), Teresa Ong (AVP Workforce), Ron Painter (PSME), Kas Pereira (BSS), Tiffany Rideaux (BSS; Umoja), Ram Subramaniam (Dean, BH & PSME), Mary Vanatta (Curriculum Coordinator), Priya Vasu (ASFC), Anand Venkataraman (PSME), Voltaire Villanueva (CNSL)

Minutes Recorded by: M. Vanatta