

**College Curriculum Committee
Meeting Minutes
Tuesday, June 15, 2021
2:00 p.m. – 3:30 p.m.
Meeting held virtually via ConferZoom**

Item	Discussion
1. Minutes: June 1, 2021	Approved by consensus.
2. Report Out from Division Reps	<p>Speaker: All Kuehnl announced that he will be continuing on as CCC Co-Chair for next year. Reminded the reps to please email him and/or Vanatta about who will represent their division next year, if they haven't already.</p> <p>PSME: Working on Title 5 updates—mostly done.</p> <p>Library: Getting ready for summer and planning for fall. No updates to report.</p> <p>Language Arts: Finishing up Title 5 updates. Planning for fall and process changes.</p> <p>Kinesiology: No updates to report.</p> <p>Fine Arts: Recent discussions about labs; hoping for college-wide conversation re: regular/effective contact during labs and Distance Learning-related concerns/questions. Finishing up Title 5 updates.</p> <p>Counseling: Completed Title 5 updates; getting ready for summer.</p> <p>BSS: No updates to report.</p> <p>Bio Health: No updates to report.</p> <p>Articulation: Resubmitted ETHN courses for CSU GE Area F—hoping to hear back by July 1st. Thanked all of the faculty who worked hard to update those CORs under CSU's tight deadline. Working on updating CSU GE & IGETC advising sheets—should be ready in early July. Working on submitting new/revised courses for UC transferability.</p> <p>D. Lee clarified that Fine Arts discussing specifically Category 3 labs. Kuehnl noted topic is on CCC Team's radar to be agendized next year. Hueg noted CCC will be involved in upcoming SLO work and accreditation.</p> <p>The group thanked Vanatta for her help and guidance on a variety of curriculum-related questions. Kuehnl mentioned the great work done by the reps this year, including new reps who jumped right in. Also thanked Gilstrap for his hard work, and thanked Hueg and Lisle for their support re: adding second VP role to Academic Senate.</p>
3. Public Comment on Items Not on Agenda	Kuehnl mentioned that Fine Arts division awards have been posted to their website—faculty created individual videos for each student. Also mentioned he has gathered almost all missing FSAs; asked reps to please provide any remaining FSAs before the end of the year.
4. Announcements a. New Course Proposals	<p>Speakers: CCC Team The following proposals were presented: HUMN 10, 14; NCBS 449. Please share with your constituents. D. Lee commented on multimedia aspect of HUMN 10, and wonders if faculty has discussed w/ Media Studies dept. Kuehnl noted recent discussions between both depts. re: cross-listing other</p>

<p>b. CCC Meeting Dates for 2021-22</p>	<p>courses, and will follow-up on this. Fong commented on literature aspect and whether faculty has discussed w/ English dept. Gilstrap noted HUMN proposals list summer 2022 and mentioned upcoming Friday deadline for CORs, plus tight timeline for submission to UC. Also commented on NCBS 449, which will mirror UC-transferable C S 49—will research possible articulation implications for students. Unsure how UC may respond re: students who take noncredit version followed by credit version, and will they allow credits to transfer.</p> <p>Meeting dates for 2021-22 have been scheduled. Vanatta will send Outlook invitations in August/September, once membership has been finalized.</p>
<p>5. New Program Application: Network Computing CA</p>	<p>Speaker: Eric Kuehnl Second read of new Network Computing Certificate of Achievement. D. Lee asked PSME rep for clarification re: enrollment figures listed for C S 50B and asked if course being stacked—rep unsure and will need to follow up. D. Lee also noted that median wage figures listed in narrative and LMI do not match—rep mentioned that LMI was re-run and perhaps narrative didn't get updated accordingly. Subramaniam noted that C S courses usually offered w/ dual modality so usually do end up making enrollment; courses may be stacked. Kuehnl suggested fine tuning this section of the narrative template, to instruct faculty to indicate when sections are stacked and whether they will be stacked in the future. Suggested that if sections are stacked perhaps listing enrollment as one section is best practice.</p> <p>Motion to approve M/S (Venkataraman, Herman). Approved.</p>
<p>6. Guided Pathways Mapping Approval Process</p>	<p>Speaker: Eric Kuehnl Third read of Guided Pathways Program Map Approval Process. Document has been updated, based on discussion during second read. Vanatta explained what has been updated: removed language from Background section that was identified as problematic ("assure" and "viability") and added language re: still need to create processes for Map creation/ updating; removed mention of Map creation process from Process section.</p> <p>Fine Arts rep mentioned that being on the quarter system affects sequencing of classes and units, and that our decentralized curriculum structure also affects Guided Pathways. D. Lee asked for clarification on where document mentions annual updating process—Vanatta responded that "annual" not stated because intent is for this document to not dictate or influence any such process; used general language. D. Lee also asked for clarification re: "core coursework" language in last sentence, noting that Maps may also include courses from other divisions that are not core courses for the degree/certificate—Kuehnl explained intent is for cross-division collaboration to occur primarily if core coursework falls outside division. If a GE course, for example, falls outside of division, additional consultation is not required/needed.</p> <p>Fong suggested reordering language in Process section, moving the sentence beginning "The approved Program Map..." to the end, so that the steps are in order.</p> <p>Motion to approve document with revision suggested by Fong M/S (A. Lee, Mac Neil & Meneses). Approved.</p> <p>Kuehnl thanked the group for their robust conversations about this process.</p>
<p>7. Denial of Program Elimination Request for Diagnostic Medical Sonography</p>	<p>Speaker: Eric Kuehnl Kuehnl provided some background on situation—college administration wants to deactivate the DMS program but Bio Health division faculty do not. Noted that this is related somewhat to our current lack of a formal program deactivation process, and every time a program is being deactivated it feels</p>

like a one-off process. DMS memo is an info item, but worthy of conversation. PSME rep teaches MATH 48A to Math Performance Success program students and noted that recently two students enrolled specifically because they are interested in the DMS program; rep concerned that clear information not being communicated to students and others. Believes that conversation needs to include how to communicate situation to students and impact on students. Subramaniam mentioned that DMS has not brought in a new cohort for several years and there have been three failed searches to hire a new program director. Website for program does state we are not accepting a new cohort and has for about three years. Last cohort graduated last year. Need to make a formal decision about deactivating program, which is normally initiated by faculty, but since program does not have any faculty Subramaniam initiated the process.

Lisle provided additional background: previous Bio Health dean came to her with concerns re: DMS faculty retiring; replacement was hired but left Foothill within a year. After a few more failed attempts to hire, spoke w/ accreditation agency to ask for a 50/50 split between director and part-time faculty (agency requires director to be 100%); difficult to hire faculty due to huge gap in salary when compared to working in field. Has continued to try to keep program going, with retired faculty still working for Foothill. Believes this is a good example of need for succession planning. Noted that our partners in the industry are frustrated with the situation, as they have a need for interns/graduates. Agreed with PSME rep that students are seeing program listed in catalog and thinking it will be offered. Noted that equipment is currently taking up space which could be used by another Allied Health program, and Foothill has been contacted by those wanting to buy equipment. Mentioned issue of faculty prioritization. Believes we should be courageous and make the decision to deactivate the program. Acknowledged that other Allied Health faculty may be worried about implications for their own program if DMS is deactivated, but wants them to rest assured that this is not a cause for concern. Has spent hours in meetings with Teresa Ong (AVP Workforce) trying to figure out how program can be saved, but there appears to be no solution. Would like to put the funding into programs that need and can use it.

Bio Health rep mentioned they became involved when division CC was asked to deactivate the program, and was not involved with any of the background Lisle mentioned. During division CC discussion, faculty wanted to convey strong message that they don't agree with deactivation and want another chance to hire faculty to keep program going. Noted that Subramaniam was present for discussion, to provide perspective. Discussion did include faculty's concerns re: possible implications for other Allied Health programs if they have trouble recruiting students and/or have only one faculty member, as well as concerns about succession planning. Lisle mentioned recent conversation with Judy Miner (FHDA Chancellor) about future possibility of hiring a director who lives outside of the area and manages the program virtually, but currently this is not an option. Lisle reiterated commitment to other Allied Health faculty and their programs. Bio Health rep added that faculty concerned that salary issues re: hiring will be an issue with other programs in the future. Lisle not confident that DMS position will be prioritized during next round of faculty prioritization. Again encouraged colleagues to be courageous and let the program go, and noted feeling discouraged that the program will again be on the books for another year after three rounds of failed attempts to hire a new director.

Bio Health suggested Lisle discuss situation with Allied Health directors so that their concerns may be heard and that she can provide her perspective. Lisle responded that these faculty have been involved in discussions over

	<p>the past few years, but she is happy to discuss with them further.</p>
<p>8. ASCCC Consultation Follow-up</p>	<p>Speaker: Eric Kuehnl Continuing discussion from previous meeting, about recent consultation with ASCCC regarding our local curriculum structure/processes. Following last meeting, Kuehnl received a few questions from reps, which he'd like to answer for the group. Recapped that ASCCC consultants stated that if we wish to continue our division CC structure, the division CCs must follow Brown Act. Kuehnl does not have all of the answers but will be following up over the summer so that we're ready for fall.</p> <p>Received questions about division CC minutes—minutes will need to be recorded, by someone on the division CC, and sent to Vanatta (which is our current practice). No additional need to publish minutes on division website, as they are already published by Vanatta on CCC website. Vanatta noted that most divisions are really good about sending minutes, especially this year. Kuehnl mentioned creating template for minutes— Vanatta responded that template already exists, which some divisions do use, but not required. Noted that template might be outdated and offered to update it. D. Lee wonders if all faculty realize these changes are coming and suggested seeing if faculty at large interested in moving to a centralized structure. Acknowledged was not present at CCC when this topic was previously discussed. Kuehnl recalled that discussion a few years ago resulted in near unanimous consensus to keep division CC structure, but wasn't put to any sort of referendum with all faculty. Acknowledged that other faculty have questioned division CC structure. Topic could be brought back for further discussion in the future, as perhaps faculty will feel differently after they have to follow Brown Act at division CC level.</p> <p>Language Arts rep agreed with suggestion to bring additional faculty into conversation and continue discussing pros and cons of each structure. Fine Arts rep believes everything we do should maximize the impact of learning, including this conversation/situation. Noted difficult to measure impact and effectiveness during pandemic. Hueg mentioned recent memo from Governor Newsom stating that all Brown Act meetings can continue to be virtual until September, and from then on must be face-to-face. Also noted some division CCs have followed Brown Act in the past, and agreed we need to establish clear guidelines on how to hold meetings, as they are public meetings. Kuehnl mentioned bill going through legislature, which currently states that a quorum must be physically together; doesn't look like they will permanently allow fully virtual meetings, but may allow for hybrid format. We will need to figure out how to respond to such mandates, as some faculty might not be planning to return to campus until January.</p> <p>Also received questions about formalized meeting times, noting need to figure out definition of "regular" meetings (vs. emergency meetings). Minimum of 72 hours to announce meeting and share agenda. Received questions about representation of faculty at division meetings (e.g., do you need a rep from each department)—need to determine how many must attend to constitute quorum. Believes each division CC will need student rep; ASFC would appoint student liaisons—will need to work with them.</p>
<p>9. Good of the Order</p>	
<p>10. Adjournment</p>	<p>3:31 PM</p>

Attendees: Micaela Agyare (LIBR), Valerie Fong (Acting Dean, LA), Marnie Francisco (PSME), Evan Gilstrap (Articulation Officer), Allison Herman (LA), Kurt Hueg (Administrator Co-Chair), Maritza Jackson Sandoval (CNSL), Eric Kuehnl (Faculty Co-Chair), Andy Lee (CNSL), Debbie Lee (Acting Dean—FA & KA), Laurence Lew (BSS), Kristy Lisle (VP Instruction), Don Mac Neal (KA), Ché Meneses (FA), Ron Painter (PSME), Lisa Schultheis (BH), Ram Subramaniam (Dean, BH & PSME), Kella Svetich (LA), Mary Vanatta (Curriculum Coordinator), Anand Venkataraman (PSME)

Minutes Recorded by: M. Vanatta