College Curriculum Committee
Meeting Minutes
Tuesday, June 20, 2023
2:00 p.m. – 3:30 p.m.
Administrative Conference Room 1901; virtual option via Zoom

Item	Discussion
1. Minutes: June 6, 2023	**Approved by consensus.**
2. Report Out from Division Reps	**Speaker: All** This is Eric's last meeting as co-chair! Subramaniam presented thank you cards on behalf of the committee, and we all thanked Eric for his four years of service. Gilstrap shared working on COR approvals and UC TCA submissions. Vanatta asked reps to share who next year's reps are expected to be, during today's report out. STEM: Wrapped up Title 5 updates; working on some new programs. Sarah Parikh plans to continue as rep; Lisa Schultheis might return. LRC: No updates to report. Micaela Agyare plans to continue as rep; Chrissy Penate might continue. Svetich: Working on Title 5 updates. Amy Sarver plans to continue as rep, with Ben Armerding returning for winter/spring; Kella Svetich might continue. Kinesiology: No updates to report. Jeff Bissell plans to continue as rep; Dixie Macias planning to come on board. HSH: Wrapped up Title 5 updates. Mitchener unsure who will serve as next year's rep(s). Fine Arts: Jordan Fong and Cynthia Brannvall plan to serve as reps. SRC: Working on Title 5 updates. Kaupp unsure who will serve as next year's rep(s). Counseling: No updates to report. Andy Lee plans to continue as rep; Maritza Jackson Sandoval planning to return. BSS: Wrapped up Title 5 updates. Jenkins unsure who will serve as next year's rep(s).
3. Public Comment on Items Not on Agenda	Kuehnl shared Music Tech ensemble performing again on Tuesday in the cafeteria! Everyone's invited to stop by and enjoy some music.
4. Announcements a. CCC Meeting Dates for 2023-24 b. New TOP Code Manual c. Industrial Technology and Construction Project Management BS Degree Title Change	**Speakers: CCC Team** Meeting dates for 2023-24 have been scheduled. Vanatta shared the CCCCO published a new edition of the TOP Code manual, the first in 10 years. Has been posted on the CCC website. Vanatta shared that following CCC's approval of this degree on June 6, division changed the title (previously Industrial Technology and Building Construction Management). Re-approval by CCC not needed; this is simply an info item.

d. Recent CCCCO Approvals!	Vanatta shared we recently received state approval for our Social Work and Human Services ADT; Photography Criticism CA; and Research, Design and Development for Global Good CA!
5. New Certificate Proposal: Animation	**Speaker: Eric Kuehnl** Proposal for new Animation Certificate of Achievement. J. Fong shared details from recent local Advisory Board meeting—several attendees believed cert. would be a benefit for students and covers wide range of careers. Mentioned differences between illustration and animation. Motion to approve **M/S** (Morriss, Kaupp). **Approved.**
6. New Certificate Proposal: Semiconductor Process Technician	**Speaker: Eric Kuehnl** Proposal for new Semiconductor Process Technician Certificate of Achievement. Parikh shared details about cert., which has been in development for a long time. Holding twice weekly one-hour meetings with local workforce boards; lots of industry partners; Dept. of Labor developing official apprenticeship program. In addition to courses, there will be on-the-job training. Cert. will be part of the apprenticeship program, with related AS degree *[item 7]* possibility a second tier which builds on the cert. Courses were created with industry partners and are aligned with what they're looking for. Motion to approve **M/S** (Gough, Agyare). **Approved.**
7. New Degree Proposal: Semiconductor Process Engineering AS	**Speaker: Eric Kuehnl** Proposal for new Semiconductor Process Engineering AS Degree. Parikh noted this might be one of the first two-year engineering degrees in the country (as opposed to engineering technology). Focuses on theory and design side, which is what the industry needs. Motion to approve **M/S** (Lee, Agyare). **Approved.**
8. New Degree Application: Audio Technology and Product Management BA	**Speaker: Eric Kuehnl** Second read of new Audio Technology and Product Management BA Degree. No comments. Motion to approve **M/S** (Jenkins, Gough). **Approved.** Subramaniam asked Kuehnl if this is an example of a program which would need "collegial consultation" w/ De Anza if/when that process goes into effect—Kuehnl responded that ongoing conversations w/ De Anza have taken place, but they still have yet to add this step to their process. All new degrees/certs. would be shared. Gilstrap asked why De Anza has yet to add the step—Kuehnl believes they're simply moving slowly, as they do want to include the step in their process.
9. Stand Alone Applications: APPR 140A, 140B	**Speaker: Eric Kuehnl** Second read of Stand Alone Approval Requests for APPR 140A & 140B. No comments. Motion to approve **M/S** (Kaupp, Svetich). **Approved.**
10. Process for Implementing Equity Updates to CORs	**Speaker: Eric Kuehnl** Second read of text field to add to COR form in CourseLeaf, as part of campus-wide implementation of Guiding Principles for Equitable CORs document. Vanatta noted mock-up has been updated based on discussion at previous meeting (updated field question/text wording, added checkbox underneath text field). As discussed during first read, text field responses will be retained with each edit, but checkbox will clear out with each edit. Vanatta noted "Confirm:" wording included with checkbox and explained why wording in this specific location is needed; asked the group for their

	thoughts. Mitchener believes "confirm" makes it clear that checkbox is an action item. No disagreements from the group. Morriss added that mock-up, in general, provides clear statement of what will be expected, and other initiatives will normalize the equity work being done. Motion to approve **M/S** (Morriss, Svetich). **Approved.** Vanatta asked the group about timing of additions in CourseLeaf. Subramaniam noted Opening Day in September will be first college-wide discussions about this process—group agreed. Vanatta will make sure fields aren't added any earlier than Opening Day.
11. CCC Priorities for 2023-24	**Speakers: CCC Team** Continuing discussion from previous meeting on which topics the group would like to discuss during the upcoming year. CCC Team decided that instead of surveying the group we'll have an informal discussion and create an unranked list. - Equity review during Title 5 updates, incl. impacts on articulation - Gilstrap provided insight into his COR review process; discussion re: which types of changes may trigger resubmission to various bodies, as well as faculty concern re: triggering re-articulation - Review local GE process/subcommittees - Kuehnl noted carry-over item from last year's survey - Local GE pattern (e.g., do we want to mirror Cal-GETC, do we want to keep Lifelong Learning [not required by Title 5]), incl. discussion of Ethnic Studies - Gilstrap noted state has yet to make decision on whether Ethnic Studies will be a graduation requirement or merely required for GE - Changing curriculum year from starting in summer to starting in fall - Gilstrap noted ASSIST begins with fall; De Anza begins with fall. Kuehnl asked Subramanian if moving curriculum year start will impact fiscal year—no - CCC constitution/bylaws - Kuehnl noted Academic Senate has been asking CCC to create document for the past few years, as Senate's constitution does not include specifics about CCC. Subramaniam noted CCC website has some information—Kuehnl doesn't believe this is sufficient and noted document will need to be ratified by faculty - Credit for prior learning - Kuehnl noted carry-over item from last year's survey; Gilstrap mentioned CPL is really driven by faculty - GE pattern for BDP students - Gilstrap believes will go into effect in 2025 Kuehnl noted CCC Team uses priorities list to schedule discussion topics throughout the year.
12. Good of the Order	Kuehnl encouraged everyone to attend commencement! Subramaniam asked if next year's CCC meetings will be hybrid—Kuehnl believes so, although in-person quorum will still be required.
13. Adjournment	**3:17 PM**

Attendees: Micaela Agyare* (LRC), Jeff Bissell (KA), Kelly Edwards (KA), Jordan Fong* (FA), Valerie Fong* (Dean, LA), Evan Gilstrap* (Articulation Officer), Tom Gough* (FA), Julie Jenkins* (BSS), Ben Kaupp* (SRC), Eric Kuehnl* (Faculty Co-Chair), Andy Lee* (CNSL), Ana Maravilla (CNSL), Tiffany Mitchener* (HSH), Patrick Morriss* (STEM), Sarah Parikh (STEM), Amy Sarver (LA), Ram Subramaniam* (Administrator Co-Chair), Kella Svetich* (LA), Mary Vanatta* (Curriculum Coordinator)
Indicates in-person attendance

Minutes Recorded by: M. Vanatta