

**College Curriculum Committee**  
**Meeting Minutes**  
**Tuesday, April 16, 2024**  
**2:00 p.m. – 3:30 p.m.**  
**Administrative Conference Room 1901; virtual option via Zoom**

Item	Discussion
1. Minutes: March 12, 2024	<b>Approved by consensus.</b>
2. Report Out and Check-in	<p><b>Speaker: All</b></p> <p>Apprenticeship: Myres shared continuing to work on Foothill GE apps.</p> <p>BSS: Dupree mentioned new Business cert. on today's agenda. Connell shared Sociology faculty caught student using ChatGPT to participate in course, possibly related to Financial Aid fraud.</p> <p>Counseling: No updates to report.</p> <p>Fine Arts &amp; Comm: Fong mentioned new noncredit course proposals on today's agenda; working on curriculum sheets.</p> <p>HSH: Draper mentioned new Public Health ADT in development; working on curriculum sheets.</p> <p>Language Arts: Sarver mentioned new Spanish cert. on today's agenda.</p> <p>LRC: Agyare shared working on Title 5 updates and reviewing CORs with an equity lens.</p> <p>Kinesiology &amp; Athletics: No updates to report.</p> <p>STEM: Taylor shared working on Title 5 updates and curriculum sheets; Math dept. working on curriculum related to AB 1705.</p> <p>SRC: Saroyan mentioned new division dean, Stephanie Crosby, just started—very excited!</p> <p>Gilstrap first thanked reps for their help on big project to update ADTs. Shared FYI about ASCCC discipline-specific listservs, and highly encouraged folks sign up. Mentioned ASCCC's Transfer Alignment Project (TAP) to align Transfer Model Curriculum (TMC) with UC Transfer Pathways (UCTP); 13 majors identified, and discipline input groups (DIG) will be held at which faculty can collaborate w/ colleagues and create new TMC. Provided update re: AB 1111 (Common Course Numbering); CCCC selected six courses to have Common Course Numbering eff. fall 2025. Gilstrap has reached out to appropriate faculty; descriptors aren't yet available but should be by mid-August. We will need to expedite curriculum process to ensure courses meet fall 2025 target. Input groups being held in June, in case folks are interested. Brannvall asked if Common Course Numbering is something everyone needs to be aware of—Gilstrap responded, yes, this first group of courses is a "soft launch" but eventually all courses will be transitioned to Common Course Numbering. Gilstrap provided further info re: course descriptors and the work which will need to be done.</p>

	<p>Vanatta reminded the reps of upcoming deadline for curriculum sheets (this Friday); emailed reps this morning with up-to-date status of sheets for their division.</p> <p>Kaupp shared he presented CCC’s report on local GE changes at recent Academic Senate meeting; received comments about potential impact to courses in Kinesiology &amp; Athletics division.</p>
<p>3. Public Comment on Items Not on Agenda</p>	<p>No comments.</p>
<p>4. Announcements  a. New Course Proposals</p> <p>b. Foothill GE List for 2024-25</p> <p>c. Updating AP Chart and Creating IB/CLEP Policy</p> <p>d. ASCCC Spring Plenary Resolutions</p>	<p><b>Speakers: CCC Team</b>  The following proposals were presented: ACTG 1AH, 55, 56; ART 402A, 402B, 402C, 402D, 402E, 402F, 402J, 403, 444, 445A, 445B, 445C, 445F, 446B; ENGR 76A; JRYM 401; MATH 47, 247; NCBS 447; PHOT 408, 410, 411; THTR 407, 420B, 420C, 422, 424, 438A, 438D, 443C, 443E, 447A, 448G, 449A, 463A. Reps provided additional info about courses being proposed for their division. Cembellin noted new MATH course being created in response to AB 1705 and possibility we may need to stop offering MATH 48 series (Precalculus). Brannvall mentioned still trying to determine how to best handle assessments for mirrored noncredit courses (e.g., whether to make optional).</p> <p>Bissell asked about purpose for creation of mirrored noncredit courses for older adults—Fong responded, to increase enrollment and access for community members; Brannvall added, division encouraged by college administration to create courses to help increase enrollment, noting older adult population uncaptured. Bissell mentioned discussion of topic w/ colleague, wondering if Kinesiology &amp; Athletics may create this type of courses; Gilstrap and Vanatta recalled comment by Kurt Hueg that state won’t allow Physical Education courses be offered as noncredit for older adults. Kaupp will follow up and get concrete info.</p> <p>Vanatta shared Foothill General Education requirements for 2024-25. Newly approved GE courses have been added, and deactivated courses have been removed. Noted Apprenticeship GE apps on today’s agenda; if additional apps approved by end of year, list will be updated.</p> <p>Gilstrap shared the AP chart needs to be updated, to resolve some disconnects between what the chart states and what we actually award. Will reach out to faculty in each affected discipline to resolve. Also, need to create policy for awarding IB/CLEP credit; CCCCO memo attachment provides info re: what we can award for GE credit. Again, Gilstrap will reach out to depts. Jackson Sandoval mentioned recent conversation with student and asked how long updating process may take—Gilstrap unsure, but hopes to be done by end of spring quarter; noted Evaluations will likely award the correct units to students even before updates completed to the chart.</p> <p>Resolutions packet was attached as info item. Plenary is April 18-20. Kaupp noted newer packet has been published on ASCCC’s website since agenda distributed. Encouraged the group to read through the resolutions and ask questions.</p>
<p>5. Course Deactivation Exemption Requests</p>	<p><b>Speaker: Ben Kaupp</b>  Three late requests, related to courses not taught in four years process from winter quarter: HORT 60G, MDIA 52, PHOT 57B.</p> <p>No discussion occurred regarding any specific requests.</p> <p>Motion to approve <b>M/S</b> (Fong, Gilstrap). <b>Approved.</b></p>

<p>6. GE Application: Area III: Sheet Metal Apprenticeship Program</p>	<p><b>Speaker: Ben Kaupp</b>                  Second read of GE application, which would approve Foothill GE Area III for students who complete the full major requirements for Sheet Metal, not one individual course. No comments.</p> <p>Motion to approve <b>M/S</b> (Brannvall, Draper). <b>Approved.</b></p>
<p>7. New Certificate Proposal: Pre-STEM</p>	<p><b>Speaker: Ben Kaupp</b>                  Proposal for new Pre-STEM Certificate of Achievement. Parikh noted cert. will be included in Semiconductor Apprenticeship pathway, which students will enter from different walks of life and education levels. Cert. intends to fill the gap between the math students need to enter pathway and the math needed to start on the AS degree. Parikh believes there's potential for cert. to be used by students in other STEM programs. Also envisioning potential for cohort model, for students taking courses at the same time. Kaupp believes cert. could be useful for his student population. Discussion occurred re: MATH 47 new course proposal and MATH 48 series, and how those changes may be related to this cert.; Cembellin noted still having discussions re: how to move forward.</p> <p>Motion to approve <b>M/S</b> (Parikh, Draper). <b>Approved.</b></p>
<p>8. New Certificate Proposal: Business and Marketing</p>	<p><b>Speaker: Ben Kaupp</b>                  Proposal for new Business and Marketing Certificate of Achievement. Dupree noted there's a need for fundamental skills in this topic in the workforce, which is in very high demand. This will be a low-cost option for students, to provide recognition for their training.</p> <p>Motion to approve <b>M/S</b> (Parikh, Draper). <b>Approved.</b></p>
<p>9. New Certificate Application: Spanish-Advanced</p>	<p><b>Speaker: Ben Kaupp</b>                  First read of new Spanish-Advanced Certificate of Achievement. No comments.</p> <p>Second read and possible action will occur at next meeting.</p>
<p>10. GE Application: Area VI: Steamfitting and Pipefitting Technology Apprenticeship Program</p>	<p><b>Speaker: Ben Kaupp</b>                  First read of GE application, which would approve Foothill GE Area VI for students who complete the full major requirements for Steamfitting and Pipefitting Technology, not one individual course. No comments.</p> <p>Second read and possible action will occur at next meeting.</p>
<p>11. Program Maps—Updates for 2024-25</p>	<p><b>Speaker: Kurt Hueg</b>                  Topic delayed to future meeting, due to Hueg's absence.</p>
<p>12. Updating Foothill GE</p>	<p><b>Speaker: Ben Kaupp</b>                  De Anza's CCC currently bringing forward their own recommendations for updating local GE; following that, Kaupp will meet w/ his counterpart at De Anza to discuss alignment. Goal is for both colleges to bring forward aligned recommendations to their constituent groups. Kaupp believes it's likely we will recommend removing Lifelong Learning, as well as removing lab requirement for Natural Sciences. Also noted likely to recommend moving courses from current Area V over to new Area 2 (Math &amp; Quantitative Reasoning). Gilstrap added that for new Areas 2 &amp; 6 (Ethnic Studies) we will need to draft standards for courses. Current Area V likely includes standards we can use for new Area 2; for Area 6, we can look to current transfer GE competencies to use as a basis, if we want to. Agreed w/ Kaupp that it will be beneficial to students to align w/ De Anza, because many students take courses at both colleges, and also noted Common Course Numbering will force a lot of alignment. Kaupp also noted Chancellor Lambert's desire for alignment between both colleges.</p>

	<p>Kaupp acknowledged concerns from divisions with courses in Lifelong Learning and noted that while preparing to present to Academic Senate he learned Foothill awarded approx. 300 non-transfer associate degrees, with most of those being in Engineering (which doesn't have an ADT). Hope is that any potential impact to enrollment in Lifelong Learning courses can be minimized via marketing and encouraging students to take those courses. Noted that many faculty seem ambivalent about potential changes, and stressed importance of making sure that any division constituents who want to express their opinion are doing so (or have done so). Bissell thanked Kaupp and noted that throughout the years there always seem to be impacts to Kinesiology &amp; Athletics division's courses (e.g., repeatability changes, not allowing creation of mirrored noncredit). Noted it can feel like division is separate from the rest of campus, not just geographically. Expressed support for keeping Lifelong Learning in local GE pattern.</p> <p>Parikh responded to Kaupp's comment about ambivalence, noting strong feelings from faculty and students in STEM division re: Lifelong Learning. Bissell mentioned frequent messaging on campus about mindfulness and pointed out that Physical Education courses provide students with a break from more stressful coursework. Brannvall commented on alignment w/ De Anza and recalled previous advice from Gilstrap to wait for CalGETC to become active before making changes—Gilstrap responded to provide clarification. Lee mentioned that Lifelong Learning/Understanding not included in CalGETC.</p>
<p>13. COR Process Updates</p>	<p><b>Speaker: Ben Kaupp</b>                  Kaupp shared with the group that there is concern from some folks re: lack of awareness about new course and degree/certificate development. Would like to get the group's thoughts about having new course and degree/cert. proposals entered into a searchable database to allow access for people who don't have CourseLeaf account. Stressed that this would not add any work on the part of faculty or divisions. Connell pointed out that PDFs (already used for CCC attachments) are searchable. Parikh asked how this would be much different than what we're already doing (sharing proposals w/ CCC agendas and documenting in meeting minutes). Kaupp just interested in seeing how the group feels, and stressed that this will not ever put a pause/stop to our curriculum development process.</p>
<p>14. Good of the Order</p>	
<p>15. Adjournment</p>	<p><b>3:29 PM</b></p>

**Attendees:** Micaela Agyare\* (LRC), Chris Allen\* (Dean, APPR), Ben Armerding (LA), Jeff Bissell (KA), Cynthia Brannvall\* (FAC), Zach Cembellin\* (Dean, STEM), Sam Connell\* (BSS), Cathy Draper\* (HSH), Angie Dupree\* (BSS), Kelly Edwards (KA), Jordan Fong\* (FAC), Evan Gilstrap\* (Articulation Officer), Maritza Jackson Sandoval\* (CNSL), Ben Kaupp\* (Faculty Co-Chair), Andy Lee\* (CNSL), Tim Myres\* (APPR), Sarah Parikh\* (STEM), Eric Reed (LRC), Richard Saroyan (SRC), Amy Sarver\* (LA), Kyle Taylor\* (STEM), Mary Vanatta\* (Curriculum Coordinator)

\* Indicates in-person attendance

**Minutes Recorded by:** M. Vanatta