

College Curriculum Committee
Meeting Minutes
Tuesday, May 27, 2025
2:00 p.m. – 3:30 p.m.
Administrative Conference Room 1901; virtual option via Zoom

Item	Discussion
1. Minutes: May 13, 2025	Motion to approve M/S (Draper, Brannvall). Approved.
2. Report Out from CCC Members	<p>Speaker: All</p> <p>Apprenticeship: Myres shared working on Title 5 updates.</p> <p>BSS: Dupree shared working on Title 5 updates and new courses.</p> <p>Counseling: No updates to report.</p> <p>SRC: Kaupp serving as in-person proxy. Shared working on COR updates.</p> <p>Fine Arts & Comm.: Fong shared working on Title 5 updates and new courses.</p> <p>HSH: Draper shared working on Title 5 updates.</p> <p>LRC: No updates to report.</p> <p>STEM: Taylor shared working on Title 5 updates.</p> <p>Gilstrap shared he's been reviewing COR submissions and drafting GE advising sheets for next year; working w/ Communication Studies dept. faculty on additional revisions to COMM C1000H; updating course data in ASSIST; collaborating w/ Counseling colleagues on Program Maps.</p> <p>Hueg shared he's working on block scheduling and annual schedule project.</p>
3. Public Comment on Items Not on Agenda	<p>Dupree mentioned Foothill Innovation Challenge Day this Thursday and asked folks to lend their expertise to evaluate and vote on projects!</p> <p>Vanatta mentioned the FHDA LGBTQ+ flag raising and Grand Opening of Foothill Pride Center event on June 4 from 12-2 PM.</p>
4. Announcements a. New Course Proposals	<p>Speakers: CCC Team</p> <p>The following proposals were presented: AHS 452; GID 70R series; GID 401, 431, 433, 434, 435, 436, 437, 443, 453A, 453B, 453C, 455, 456, 460; HUMN 17; JRYM 422A, 422B, 422C, 422D, 422E, 423L, 427, 427A, 428, 430, 430B; LINC 51E, 51F, 477A, 477B, 477C, 477D, 478C, 484, 484A, 484D, 484E, 484F; PSE 49; PSYC 18. Many are mirrored noncredit CTE courses. Vanatta shared update from PSE 49 faculty author: course will likely be 1 hour lecture per week. Lee mentioned GID mirrored noncredit courses, asking how it would work if a student takes the noncredit version but then wants to use the credit version to earn a degree—Hueg responded, Credit for Prior Learning could possibly be used in that type of situation, but more discussion would need to happen.</p>
b. Recent CCCCCO Approvals!	<p>Vanatta announced we've received state approval for three new noncredit certificates: Theatre Costume and Makeup, Theatre Production Organization, and Theatre Technology! All three will be active for the 2025-26 catalog.</p>

c. Division Reps for 2025-26	Kaupp asked the reps to report out at next meeting who the reps will be for their division next year, if possible.
d. CCC Priorities for 2025-26	Kaupp asked the group to gather thoughts about what CCC's priorities should be for next year, noting that finalizing the Foothill GE process will be a major topic. Please bring ideas to the next meeting.
5. Consent Calendar a. Division Curriculum Committees	Speaker: Ben Kaupp Document includes details about each division CC. Kaupp noted no changes since previous meeting. Dupree mentioned BSS holding additional meeting on June 2. Draper mentioned HSH holding additional meeting on June 6. Motion to approve M/S (Fong, Draper). Approved.
6. Stand Alone Applications: NCBS 404A, 404B	Speaker: Ben Kaupp Second read of Stand Alone Approval Requests for NCBS 404A & 404B. Motion to approve M/S (Draper, Taylor). Approved.
7. New Certificate Proposal: Emergency Medical Technician	Speaker: Ben Kaupp Proposal for new Emergency Medical Technician Certificate of Achievement. Campbell noted that a noncredit certificate exists, and this will be the credit version; courses have been offered for many years but without a related certificate. <i>See item 8 for motion/approval details.</i>
8. New Certificate Proposal: 12-Lead ECG Interpretation (noncredit)	Speaker: Ben Kaupp Proposal for new 12-Lead ECG Interpretation noncredit certificate. Motion to approve items 7-8 M/S (Myres, Taylor). Approved.
9. Stand Alone Applications: EMS 60C, 61C, 62C	Speaker: Ben Kaupp First read of Stand Alone Approval Requests for EMS 60C, 61C & 62C, all three of which will be permanently Stand Alone. Second read and possible action will occur at next meeting.
10. Stand Alone Applications: NCAL 419J, 419K	Speaker: Ben Kaupp First read of Stand Alone Approval Requests for NCAL 419J & 419K, both of which will be permanently Stand Alone. Kaupp noted these will be the first offerings of noncredit courses for older adults. Motion to suspend two reads rule M/S (Brannvall, Campbell). Approved. Motion to approve M/S (Brannvall, Fong). Approved.
11. New Degree Application: Semiconductor Process Engineering AS	Speaker: Ben Kaupp First read of new Semiconductor Process Engineering AS degree. Kaupp noted there is no ADT version of this degree—Gilstrap confirmed. Second read and possible action will occur at next meeting.
12. New Certificate Application: Vacuum Technology	Speaker: Ben Kaupp First read of new Vacuum Technology Certificate of Achievement. Hueg asked if this is aligned with an Apprenticeship program—Allen responded, yes, and noted it is a stackable certificate. Second read and possible action will occur at next meeting.

13. New Certificate Application: Principles of Machine Learning and Artificial Intelligence	<p>Speaker: Ben Kaupp First read of new Principles of Machine Learning and Artificial Intelligence Certificate of Achievement. Hueg mentioned LINC course related to AI and brief discussion occurred re: possible collaboration.</p> <p>Second read and possible action will occur at next meeting.</p>
14. GE Application: Area 1B: Air Conditioning Mechanic Apprenticeship Program	<p>Speaker: Ben Kaupp First read of GE application for Area 1B, Oral Communication & Critical Thinking. Kaupp noted items 14-18, if approved, would allow for students completing the full degree program to fulfill local GE areas.</p> <p>Second read and possible action will occur at next meeting.</p>
15. GE Application: Area 2: Air Conditioning Mechanic Apprenticeship Program	<p>Speaker: Ben Kaupp First read of GE application for Area 2, Mathematical Concepts & Quantitative Reasoning.</p> <p>Second read and possible action will occur at next meeting.</p>
16. GE Application: Area 4: Air Conditioning Mechanic Apprenticeship Program	<p>Speaker: Ben Kaupp First read of GE application for Area 4, Social & Behavioral Sciences.</p> <p>Second read and possible action will occur at next meeting.</p>
17. GE Application: Area 5: Air Conditioning Mechanic Apprenticeship Program	<p>Speaker: Ben Kaupp First read of GE application for Area 5, Natural Sciences w/ Lab.</p> <p>Second read and possible action will occur at next meeting.</p>
18. GE Application: Area 7: Air Conditioning Mechanic Apprenticeship Program	<p>Speaker: Ben Kaupp First read of GE application for Area 7, Lifelong Learning.</p> <p>Second read and possible action will occur at next meeting.</p>
19. Certificate Name Change: Emergency Medical Technician (noncredit)	<p>Speaker: Ben Kaupp The HSH division has approved a name change for the current Emergency Medical Technology noncredit certificate, to Emergency Medical Technician. This change is planned to go into effect for the 2025-26 catalog.</p>
20. Minimum Grade Requirement for Foothill GE Courses	<p>Speaker: Evan Gilstrap Continuing discussion from previous meetings, regarding need to decide if we want to establish a minimum grade requirement for Foothill GE and, if so, what this requirement would be. Attachment presents five options: four originally discussed at April 29 meeting, plus option added during previous meeting (#3 on attachment). <i>[Please note: all references to option numbers refer to this most recent version of the attachment. Some feedback was given based on the numbers used in the original attachment, and those option numbers have been updated to be consistent with the most recent attachment.]</i></p> <p>Kaupp shared extensive feedback from English dept., which boiled down to preferring option #4. Kaupp recalled discussion from previous meeting re: whether D grade is valid or not, and wants to ensure the group is not conflating how we give D grades with how we consider such grades for degrees. The traditional purpose for a D was to indicate the student met the technical requirements for a class but was below average; this has migrated, and D grade now used to pass students for other types of reasons. Wants the group to be careful we don't make our decision as an effort to make up for bad policies elsewhere; if we have bad policies around D grade, those should be fixed. Expressed his own conflicting views on topic, and will defer to the group's decision.</p>

	<p>Dupree shared feedback from BSS faculty: between options #4 & #5, with most preferring option #4. Some felt uncomfortable “ranking” certain disciplines above others, and some mentioned wanting to protect students who might change their minds and switch from Foothill GE to transfer GE pattern which doesn’t allow for D grades.</p> <p>Kaupp reminded the group that regardless of our decision, students must have an overall GPA of 2.0 or higher. Starer asked the group to consider what message we’re sending if we require students to take the full GE pattern but we don’t care enough that they pass all of the courses. Campbell shared feedback from her students, who are concerned that [if we require C or better for entire pattern] students might be given C grades to avoid them getting D grades, and are also concerned that many would be upset by such a big change in requirements. Taylor shared feedback from STEM faculty: most in favor of option #4, and some of #3.</p> <p>Gilstrap asked the group how many knew students are currently able to use D grades for most of Foothill GE areas—a few folks raised their hands. Gilstrap reiterated we’re not considering lowering standards, when it comes to GPA for local associate degrees. Doesn’t believe it’s very common for students to use multiple D grades to complete Foothill GE. Discussion occurred re: situations in which a student might get a D grade in a course they eventually (or plan to) use for GE.</p> <p>Brannvall shared personal experience about being a community college graduate and expressed opinion that the associate degree should mean something and students should be proud to earn one. Concerned that lowering standards sends the opposite message. Allen expressed agreement. Starer believes this topic raises the question of the meaning of grades and the topic of grade inflation. Kaupp suggested that no matter what we decide, faculty might simply adjust their own grading policies to adjust.</p> <p>Lee believes everyone’s opinions on the topic are valid and correct. Mentioned he reviewed local degree petitions from recent quarters and doesn’t recall seeing any D grades used; believes most students re-take a class when they receive a D. Shared feedback from Counseling faculty: in favor of option #2. Starer noted hard work done by faculty to submit courses for Foothill GE and wondered how they would feel about students being able to use a D to satisfy requirement.</p> <p>Kaupp asked CCC members for their informal vote:</p> <ul style="list-style-type: none">• STEM: option #4 (or #3)• SRC: no opinion• LRC: Ha hasn’t heard any feedback from LRC constituents; would go with option #4• LA: reps not in attendance; Gilstrap believes option #3 based on feedback received• KA: likely option #4• HSH: 50/50 between options #3 & #4• Fine Arts & Comm.: Brannvall noted topic has had to be delayed at two division CC meetings, so must abstain until it can be discussed• Counseling: option #2 (or #3)• BSS: option #4; Dupree noted some faculty who voted for #4 did say they’re between #4 & #5, and some voted for #5
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	<ul style="list-style-type: none"> • Apprenticeship: Myres shared info on how D grades are handled for Apprenticeship students; no opinion on any of the options • Gilstrap: option #2 (or #3) • Herman: option #4 (or #3) • Hueg: option #4; doesn't believe having a D on a transcript is a positive thing for anyone • Cembellin: option #4 (or #3) <p>Campbell echoed Starer's thoughts about what a grade means and expressed her own concerns about the grades students are being given. Gilstrap mentioned that students have many other things going on in their lives, which can affect their performance in a course, and reiterated that the topic up for discussion is about local GE only. Noted that community college is generally related to upward mobility, and students work hard both in and outside of class. Brannvall agreed and mentioned the need for students to have scaffolding and support for second chances; however, doesn't think diminishing our degree requirements is necessarily the way to respond. Kaupp shared example of a student who received a D; wouldn't want this to impact the student's future opportunities, but at the same time knows that some students are given D grades who very much did not learn any of the course content.</p> <p>Starer suggested using option #4, and creating a petition for students to request using one course with a D grade. Gilstrap likes the idea but asked what the requirements/conditions would be for the petition—Kaupp responded, CCC would need to determine that. Kaupp recalled Lee's comment that very, very few students use D grades to complete a local degree, and noted that no matter which option we choose it will likely have minimal effect on graduation numbers. It might instead have an effect on faculty's grading philosophy and students' anxiety levels over earning a certain grade on a GE course.</p> <p>Kaupp thanked the group for a robust discussion and doesn't believe we're ready to take an official vote. There will be a vote on this topic at the next meeting, so come prepared.</p>
21. Good of the Order	
22. Adjournment	3:19 PM

Attendees: Chris Allen* (Dean, APPR), Jeff Bissell (KA), Cynthia Brannvall* (FAC), Rachelle Campbell* (HSH), Zach Cembellin* (Dean, STEM), Anthony Cervantes (Dean, Enrollment Services), Sam Connell (BSS), Cathy Draper* (HSH), Angie Dupree* (BSS), Jordan Fong* (FAC), Evan Gilstrap* (Articulation Officer), Katie Ha* (LRC), Ron Herman* (Dean, FAC), Kurt Hueg* (Administrator Co-Chair), Maritza Jackson Sandoval (CNSL), Ben Kaupp* (Faculty Co-Chair), Andy Lee* (CNSL), Tim Myres* (APPR), Richard Saroyan (SRC), Paul Starer (APPR), Kyle Taylor* (STEM), Mary Vanatta* (Curriculum Coordinator), Nate Vennarucci* (APPR)

** Indicates in-person attendance*

Minutes Recorded by: M. Vanatta