

College Curriculum Committee
Meeting Minutes
Tuesday, November 18, 2025
2:00 p.m. – 3:30 p.m.
Administrative Conference Room 1901; virtual option via Zoom

Item	Discussion
1. Minutes: November 4, 2025	Motion to approve M/S (Gilstrap, St. Onge-Cole). Approved.
2. Report Out from CCC Members	<p>Speaker: All</p> <p>Apprenticeship: Myres mentioned JRYM Stand Alone courses on today's agenda and noted faculty creating noncredit certs. for additional courses.</p> <p>BSS: Lew mentioned Pre-Law cert. proposal on today's agenda.</p> <p>Counseling: No updates to report.</p> <p>Fine Arts & Comm.: No updates to report.</p> <p>HSH: No updates to report.</p> <p>Kinesiology: No updates to report.</p> <p>Language Arts: White shared division CC recently approved updates to ENGL courses in Common Course Numbering (CCN) Phase 2A.</p> <p>LRC: No updates to report.</p> <p>SRC: Kaupp shared new Independence and Career Readiness cert. will be reviewed by BACCC soon and thanked CCC for their support.</p> <p>STEM: No updates to report.</p> <p>Gilstrap shared all CCN Phase 2A courses ready for Cal-GETC submission; thanked Language Arts & BSS divisions. Reminded the group we're not submitting Art History or History course sequences in Phase 2A because CCN templates don't align for quarter system. Will start submitting courses, in general, for Cal-GETC on Dec. 1; faculty should contact him before Dec. 1 if they want their course submitted (courses must already be UC approved). Shared the state Chancellor's Office has set a deadline by which colleges need to determine how CCN courses will be notated on student transcripts; working with Kennedy Bui in Admissions & Records and ETS folks on that project.</p> <p>Vanatta asked if there will be any changes to division reps for winter quarter. Kurisu noted Rachelle Campbell will serve as add'l HSH rep. No other changes reported. Vanatta will send Outlook calendar events for winter meetings soon.</p> <p>Hueg mentioned attending CIO conference a few weeks ago and shared there was a lot of discussion about CCN Phase 3, especially related to articulation difficulties with UC & CSU.</p> <p>Kaupp mentioned FYI emails he sends to relevant divisions re: new curriculum being created by De Anza, noting hasn't been sending such emails when the new courses are mirrored noncredit. Wanted reps to know that De Anza has begun to create many mirrored noncredit</p>

	<p>courses, particularly in Accounting; asked reps to let him know if they'd like to get emails about mirrored noncredit. Hueg believes would be important to know about CDCP/CTE noncredit courses. Kaupp will send emails about those courses.</p> <p>Kaupp announced CCC has a new ASFC Rep, Anaya Kendall!</p>
3. Public Comment on Items Not on Agenda	<p>Vanatta mentioned Rainbow Alliance LCBTQ+ affinity group held its first meeting of the year today; encouraged folks to attend!</p> <p>Kendall introduced herself, second year Child Development student and ASFC Senator; wants to learn more about curriculum!</p> <p>Kaupp mentioned that during winter and spring quarters, students in TTW (Tools for Transition & Work) program available for internships across campus, for two hours per week. Students able serve a variety of roles. Please don't hesitate to reach out if interested.</p>
<p>4. Announcements</p> <p>a. Notification of Proposed Requisites</p> <p>b. Foothill GE Area Draft Review Process</p> <p>c. Credit for Prior Learning Workgroup</p> <p>d. Recent CCCCCO Approval!</p>	<p>Speakers: CCC Team Updated requisites for ECON C2001, C2002; ENGL C1002, C1002H, C1003, C1003H; language being updated to match CCN templates.</p> <p>Kaupp shared details of process we'll use to update Foothill GE application forms: based on input provided during and outside of CCC meetings, Kaupp will create working drafts to share with CCC members for additional feedback/edits. Drafts will eventually be finalized for voting at CCC later this year. Taylor asked if drafts can be shared with constituents—Kaupp responded, yes, and clarified that edit access will be turned off but CCC members will be able to comment on docs.</p> <p>Hueg shared he and VP Workforce Teresa Ong creating workgroup, hopefully before end of fall quarter but no later than mid-January. Mentioned Natalie Latteri helping create website and draft of process that CCC can discuss. Goal is to determine how we can expand Credit for Prior Learning offerings across campus and collaborate with De Anza. Please reach out to Hueg if interested in participating.</p> <p>Vanatta announced that we've received state approval for the new Emergency Medical Technician certificate of achievement!</p>
5. Division Curriculum Committees	<p>Speaker: Ben Kaupp Document includes details about each division CC. Kaupp noted no updates since previous version.</p> <p>Motion to approve M/S (Brannvall, St. Onge-Cole). Approved.</p>
6. New Degree Application: Mathematics 2.0 ADT	<p>Speaker: Ben Kaupp Second read of new Mathematics 2.0 ADT.</p> <p>Motion to approve M/S (Sinclair, Gilstrap). Approved.</p>
7. New Degree Application: Physics 2.0 ADT	<p>Speaker: Ben Kaupp Second read of new Physics 2.0 ADT.</p> <p>Motion to approve M/S (Sinclair, Gilstrap). Approved.</p>
8. Stand Alone Applications: ALTW 403B, 403C	<p>Speaker: Ben Kaupp Second read of Stand Alone Approval Requests for ALTW 403B & 403C. Sinclair noted non-weekly scheduling of courses and asked if this is the nature of all ALTW courses—Kaupp responded, no, and clarified that these courses will have weekly meeting times but will be drop-in, which means students will not be required to attend weekly.</p> <p>Motion to approve M/S (Lee, Sinclair). Approved.</p>

<p>9. Stand Alone Applications: LINC 477A, 477B, 477C, 477D, 478C, 484, 484A, 484D, 484E, 484F</p>	<p>Speaker: Ben Kaupp Second read of Stand Alone Approval Requests for LINC 477A, 477B, 477C, 477D, 478C, 484, 484A, 484D, 484E & 484F. Sinclair asked about intended audience for these courses—Kaupp responded, K-12 teachers. Sinclair asked if anyone may enroll—Hueg responded, yes.</p> <p>Motion to approve M/S (Gilstrap, Vennarucci). Approved.</p>
<p>10. New Certificate Proposal: Pre-Law Studies</p>	<p>Speaker: Ben Kaupp Proposal for new Pre-Law Studies Certificate of Achievement. Lew shared details about cert., which will include seven courses to prepare students to eventually earn a law degree. Based on California Pathways to Law initiative, which focuses on underrepresented students; students in this pathway receive financial support to apply to law school, and special readers for specific schools. Noted lots of interest on campus, including students ready to sign up! Herman asked if a COMM course will be included—Lew responded, yes. Agyare noted Library has legal database which could be relevant to cert. Gilstrap asked for clarification about the connection between the student enrolling in the cert. and getting into pathway—Hueg responded, pathway gets notified when the student completes the courses, and clarified the cert. itself is not required but will be a nice way for students to receive credential from Foothill. Noted Foothill is already a member of pathway and has been for a few years. Student's benefits begin when they apply to law school. Clarified this isn't a transfer program.</p> <p>Motion to approve M/S (Brannvall, Walgren). Approved.</p>
<p>11. New Degree Application: Elementary Teacher Education: Integrated Programs ADT</p>	<p>Speaker: Ben Kaupp First read of new Elementary Teacher Education: Integrated Programs ADT. Gilstrap explained this is similar to the "2.0" ADTs, as it will replace the current version of the Elementary Teacher Education ADT. Gilstrap mentioned issue of MATH 42 not being eligible for Cal-GETC prompted the need for the state to rework the ADT requirements. Discussion occurred to clarify the nature of the changes to this ADT, including concerns about transfer-level math requirements.</p> <p>Second read and possible action will occur at next meeting.</p>
<p>12. Stand Alone Application: GID 70R series</p>	<p>Speaker: Ben Kaupp First read of Stand Alone Approval Request for GID independent study series (GID 70R, 71R, 72R & 73R), which will be permanently Stand Alone. Brannvall noted these are usually opportunity for students to do special project with faculty and can be huge value for students.</p> <p>Second read and possible action will occur at next meeting.</p>
<p>13. Stand Alone Applications: JRYM 403, 420, 422, 422A, 422B, 422C, 422D, 422E, 423B, 423C, 423D, 423E, 423G, 423J, 423K, 423L, 426A, 426B, 427A, 427C, 427E, 427F, 427J, 427K, 427L, 428, 432A, 434E, 434F, 434L</p>	<p>Speaker: Ben Kaupp First read of Stand Alone Approval Requests for JRYM 403, 420, 422, 422A, 422B, 422C, 422D, 422E, 423B, 423C, 423D, 423E, 423G, 423J, 423K, 423L, 426A, 426B, 427A, 427C, 427E, 427F, 427J, 427K, 427L, 428, 432A, 434E, 434F & 434L, all of which will be permanently Stand Alone. Allen noted courses part of a partnership w/ Cupertino Electric; additional, larger group of courses will be included in new noncredit certs. Noted these might also eventually be included in certs. but not initially. Brannvall asked if these are mirrored with credit courses—no. Allen explained courses will allow Cupertino Electric to document employees obtaining their required continuing education training. Vennarucci added that usually employees take online courses, but these will be a better, more robust option.</p> <p>Second read and possible action will occur at next meeting.</p>

14. Course Lab Hours and Units	<p>Speaker: Kurt Hueg</p> <p>The state is changing the attendance accounting method, which will ultimately make it easier for us to schedule classes which meet irregularly (i.e., not spread equally over 12 weeks). Currently use positive attendance method for such classes, but new method will allow us to simply schedule the class when it meets, as long as all meeting times add up to the total hours listed on the COR. Noncredit will still use positive attendance. However, with this new method, the state uses units to determine funding, so any course with hours which don't contribute to a unit value won't get funded for those extra hours. We do have courses with lab hours which don't contribute to units, which will affect funding. Hueg has provided list of affected courses to Chancellor and Vice Chancellor and will share list at next CCC meeting. Issue needs to be discussed and potentially resolved.</p> <p>Brannvall asked how we know if lab hours don't contribute to units—Vanatta explained the calculation. Brief discussion occurred re: certain Foothill courses costing students more than De Anza equivalents, due to addition of lab hours. Discussion occurred about the variety of reasons for which such courses (with extra lab hours) exist. Agyare asked what the solution for this issue will be—Hueg responded, in many cases we'll need to get rid of the extra lab hours, but in some cases there may be a reason to keep them. Hueg offered to meet separately with divisions to discuss their specific courses.</p>
15. Foothill GE Application Criteria: Area 2	<p>Speaker: Ben Kaupp</p> <p>Kaupp sincerely thanked the group for the robust discussion about Area 1A & Area 1B. Today's discussion is about Depth Criteria/Mapping for Area 2: Mathematical Concepts and Quantitative Reasoning. Kaupp reminded the group that all opinions and comments are welcome, and emphasized that folks who are not content experts bring an important perspective to these discussions. Sinclair mentioned Math dept. will be meeting soon to discuss this application form.</p> <p>Kaupp explained Foothill GE application forms primarily used for two purposes: for faculty to submit their course/program for inclusion in the Foothill GE pattern, and for students to request a course satisfy Foothill GE (taken either at a different college or at Foothill).</p> <p>Discussion occurred re: the types of courses typically included in Area 2; Gilstrap noted Area 2 currently includes courses in MATH, C S, PSYC, SOC & STAT. Kaupp noted current Area 2 form less specific than forms for Area 1A & Area 1B, when it comes to the prompts for the outcomes (e.g., Area 1A form specifies word count). Dworsky asked if the way form is written means that if just one assignment fulfills a specific outcome, this will satisfy the requirement for that outcome—Kaupp responded, faculty would potentially be able to make a case for the course, yes. Sinclair mentioned that if the criteria make it possible for wide range courses across campus to be eligible for Area 2, the Math dept. might end up arguing to add more specifics to the form. Believes other disciplines might have similar concern when other forms discussed. Kaupp noted that when current forms were being created, Language Arts faculty provided a lot of feedback re: Area 1A & Area 1B, which might explain why those are more specific. Cautioned against making forms too specific, as this could end up inadvertently tailoring them to work only for certain courses. Dworsky agreed but believes it could be useful to add language to the forms' instructions stating that faculty must demonstrate that concepts are incorporated throughout curriculum of the course, and not limited to just one or two assignments. Kaupp wondered if such language would be appropriate for the Breadth</p>

	<p>Mapping section; Vennarucci believes the Depth Mapping section would be more appropriate, since it addresses content specific to the GE Area. Dworsky agreed with Vennarucci.</p> <p>Sinclair believes it would be helpful for the group to think about what the goals are for general education, as well as the constraints. Noted a variety of types of students utilize local GE pattern. Wonders if there's any advantage or disadvantage to having our local GE pattern deviate from Cal-GETC. Gilstrap believes there's both: disadvantage is that if a student takes a course for Foothill GE that's not on Cal-GETC and decides to transfer they'll need to take an additional course; advantage is that students could have a wider variety of options which could allow them to be more successful if a course better meets their needs than one on Cal-GETC. Gilstrap mentioned the importance of communication to students about the various GE pattern options, including counseling and Program Maps. Kaupp noted CCC's creation of new Foothill GE pattern involved a lot of discussion on the philosophy of GE and the wide variety of goals our students have.</p> <p>No edits were suggested to Area 2 application form. Kaupp hopeful that feedback from Math dept. following their upcoming meeting will help inform possible edits.</p>
16. Foothill GE Application Breadth Criteria and Breadth Mapping	<p>Speaker: Ben Kaupp</p> <p>Continuing discussion from previous meeting, regarding possible need to update Breadth Criteria/Mapping to reflect Foothill's new Institutional Learning Outcomes (ILOs). Kaupp shared draft, and noted that even though there are now four ILOs he retained the fifth item from current forms (re: Information and Digital Literacy) for discussion, marked as optional. During last year's discussions CCC members expressed their support for the inclusion of this item on the application forms. Kaupp noted he doesn't particularly like how the language is written and welcomes rewrites; worries it focuses too much on digital tools.</p> <p>Allen asked if Breadth Mapping are all mandatory—Kaupp noted current forms instruct faculty to indicate "if and how" each is met, and suggested perhaps language should be revised to be clearer.</p> <p>Topic will return for continued discussion at next meeting.</p>
17. Good of the Order	
18. Adjournment	3:29 PM

Attendees: Micaela Agyare* (LRC), Chris Allen* (Dean, APPR), Jeff Bissell (KA), Cynthia Brannvall* (FAC), Angie Dupree (BSS), Rachael Dworsky* (LA), Kelly Edwards (KA), John Fox (BSS), Evan Gilstrap* (Articulation Officer), Ron Herman (Dean, FAC), Kurt Hueg* (Administrator Co-Chair), Maritza Jackson Sandoval (CNSL), Ben Kaupp* (Faculty Co-Chair), Anaya Kendall (ASFC), Glenn Kurisu* (HSH), Andy Lee* (CNSL), Laurence Lew* (BSS), Vanessa Mondragon (guest), Tim Myres (APPR), Bob Sandor* (STEM), Richard Saroyan (SRC), Jennifer Sinclair* (STEM), Shae St. Onge-Cole* (HSH), Kyle Taylor* (STEM), Mary Vanatta* (Curriculum Coordinator), Kristina Vennarucci* (APPR), Judy Walgren* (FAC), Sam White* (LA)

* Indicates in-person attendance

Minutes Recorded by: M. Vanatta