

CCC Communiqué

October 5, 2023

News & Announcements:

- ❖ **The first CCC meeting of 2023-24** was held on October 3, and much of the meeting time was devoted to orientation presentations about articulation and the roles and responsibilities of the CCC Reps, and introductions by the membership.
- ❖ **Equity-related Fields added to COR:** Regular readers of the Communiqué may recall that CCC's top priority last year was to ensure equity is incorporated into Foothill course outlines of record (CORs), which resulted in the creation of our Guiding Principles for Equitable CORs document—you'll find it on [the Curriculum Process Resources webpage](#). To help facilitate the adoption of these guidelines, CCC approved the addition of a text field to the COR form in CourseLeaf, to be used by faculty across all academic divisions to describe the work they've done to incorporate the equity guidelines into their COR. A simple checkbox accompanies the text field, to help bring it to the attention of faculty each time the COR is updated.

We're pleased to announce that CourseLeaf has been updated to add these new fields! You'll find them at the bottom of the main part of the COR form, underneath TOP Code:

The screenshot shows a portion of the CourseLeaf form. At the top, there are two dropdown menus: 'Faculty Service Area (FSA Code)' and 'Taxonomy of Program Code (TOP Code)'. Below these is a blue-bordered box containing the following text: 'Foothill faculty, through our Academic Senate and Curriculum Committee, ask you to consider the Guiding Principles for Equitable CORs document (available at <https://foothill.edu/curriculum/process.html>) while creating or revising this COR.' Below this text is a large red-bordered text area with the prompt 'Please describe how you have incorporated principles of equity during this revision:'. At the bottom of the box is a 'Confirm' section with a checkbox and the text 'I have added my comments with the current date to the field above.'

Foothill College Distance Learning Addendum

Addendum to the Course Outline of Record
Course Approval Application for Online/Distance Learning Delivery

If you have any questions about this college-wide initiative, please reach out to Ben Kaupp (our new CCC Faculty Co-Chair) or Voltaire Villanueva (Academic Senate President).

- ❖ **GE Subcommittee Membership:** Are you interested in being more involved with curriculum, but are short on hours? Serving on a GE subcommittee may be the perfect fit! We need more volunteers to review GE applications. Even if you don't teach in a specific GE area, you can still serve on the subcommittee for that area. If you're interested or would like further information, please contact your CCC Reps, Ben, or Mary. We'd love to have you!

- ❖ **State Approval Received:** Over the summer, we received state approval for a handful of new certificates, which were approved by CCC during spring quarter: two noncredit certificates in Commercial Photography and Photography; and three Certificates of Achievement in Commercial Photography, Digital Photography Techniques, and Non-Destructive Testing (NDT) Technician. Congratulations to everyone who worked on these!