College Curriculum Committee
Meeting Minutes
Tuesday, February 27, 2024
2:00 p.m. – 3:30 p.m.
Administrative Conference Room 1901; virtual option via Zoom

Item	Discussion
1. Minutes: February 13, 2024	**Approved by consensus.**
2. Report Out and Check-in	**Speaker: All** Apprenticeship: Nate Vennarucci serving as in-person proxy. Myres shared continuing to work on Foothill GE apps. BSS: No updates to report. Counseling: No updates to report. Fine Arts & Comm: Brannvall shared working on new course proposals for noncredit courses for older adults. Reps rethinking how to create division CC meeting agendas, possibly using Canvas. HSH: No updates to report. Kinesiology & Athletics: No updates to report. Language Arts: Armerding shared Spanish dept. working on new cert. LRC: No updates to report. SRC: Kaupp shared finishing up Courses not Taught in Four Years list. STEM: Parikh shared finishing up Courses not Taught in Four Years list. Working on three new associate degrees and potentially one new cert. of achievement. Hueg asked if these will lead to transfer opportunities—Parikh responded, the idea is for students who wish to transfer to have better idea of which courses they'll need to take. Semiconductor degree specifically intended for students to go straight into workforce after graduation. Hueg shared met w/ CCCCO last week re: noncredit for older adults. Noted definition of "older adults" seems broad and, like any community college course, anyone will be allowed to enroll. Recently met w/ De Anza re: Credit for Prior Learning; plan to start with joint assessment of where the colleges are, then determine how/where we want to go and create structure. Noted we've received some grant funding, which do specify a structure to follow. Plan is to have a strategic approach and learn from other colleges already doing this. Gilstrap shared attending webinar re: CalGETC tomorrow. Mentioned recent memo stating any course currently approved for IGETC will automatically be included in CalGETC, with the exception of Area 1C Communications (those courses need to be submitted). Gilstrap working w/ Communication Studies faculty to determine which courses will be submitted.
3. Public Comment on Items Not on Agenda	No comments.
4. Announcements a. New Course Proposals	**Speakers: CCC Team** The following proposals were presented: PHOT 407A, 407B, 407C,

	457, 471. Hueg noted credit versions of darkroom courses not currently active; Herman responded, being reactivated. Kaupp shared feedback from De Anza of concerns re: 457 & 471 as possibly conflicting with their journalism courses and newspaper publication. Herman believes there will be no competition as there is no overlap in the curriculum; noted 471 focuses on creating a book to showcase photographer's work, 457 prepares the student with a resume and portfolio (which could take the form of a book). Hueg commented there is sensitivity from De Anza of overlapping with their journalism courses, but pointed out Foothill also has publications and it makes sense for us to offer related courses. Kaupp noted this communication w/ De Anza has been positive and collegial. Jordahl added we already offer a photojournalism course (PHOT 22) and dept. is creating honors version. Believes these courses could be seen as collaboration w/ De Anza, as opposed to competition.
b. ASCCC Spring Plenary	Kaupp mentioned plenary will be April 18-20 in San Jose. No resolutions packet has been released yet.
c. CCCCO Approval of Spanish CA!	Vanatta shared we've received state approval of our new Spanish CA!
d. Courses not Taught in Four Years Deadline Reminder: This Friday 3/1!	Vanatta reminded reps of the upcoming deadline to submit Course Deactivation Exemption Request forms.
5. GE Application: Area IV: Air Conditioning and Refrigeration Technology Program (Pathway #1)	**Speaker: Ben Kaupp** Second read of GE application, which would approve Foothill GE Area IV for students who complete the full major requirements for Air Conditioning and Refrigeration Technology, not one individual course. Note this major has two pathways; app is for students in Pathway #1. Group agreed to discuss items 5-7 together. Parikh asked if any updates have been made to apps since first read (e.g., to copy/paste COR language)—Vanatta responded, no. Dupree noted she looked at some CORs to try to find details mentioned on apps but had a hard time doing so, and suggested language from CORs be pasted verbatim, as opposed to referenced/summarized. Parikh mentioned GE apps usually include language pasted directly from COR. Connell shared received positive feedback from BSS faculty. Vennarucci offered to address concerns about apps and asked if any clarification needed about specific responses. Allen noted Vennarucci worked closely w/ Patricia Gibbs on apps for Sheet Metal. Noted Hajny is present to address any concerns about app for Air Conditioning and Refrigeration Technology. Gilstrap asked about response for S1 on Area IV app for Sheet Metal, noting course referenced (APSM 101) does not include any mention of unions—Vennarucci responded, references to "trade organizations" on COR are one in the same. Kaupp noted apps for Sheet Metal reference a support (optional) course for the degree, and Gilstrap commented that ideally students would be required to take all courses listed on app, otherwise they're missing content necessary to fulfill GE area. Myres explained there are differences between what's listed as major requirements in the Foothill catalog and what's taught at the sites, and confirmed that all content referenced on the apps will be covered for all students. Hueg commented further on this discrepancy, noting he spoke w/ Starer and Gibbs, who confirmed the content referenced on the apps is covered at the sites for all students. Sites must adhere to nationally approved curriculum, which influences the Foothill CORs. Dupree noted

her earlier comments were re: APPT 151 & 159, but unfortunately cannot currently view the CORs due to CourseLeaf glitch. Gilstrap asked about response for U1 on Area VI app for Sheet Metal, noting courses referenced (APSM 101 & 136) don't mention covering historically marginalized groups. Starer further commented that Foothill CORs don't necessary directly reflect the syllabi used at the sites, so certain details mentioned on apps might not be included on CORs. Noted he and Gibbs were asked to include Foothill course numbers on apps.

Parikh believes the Apprenticeship folks have done a good job of connecting the apps to the modules being taught, but believes would be helpful to include additional details about what exactly students do in each module mentioned. Brannvall thanked Starer for reminding the group that apps are mapped to full slate of courses, not an individual course. Gilstrap agreed and believes the content is being taught, but noted it's hard to verify the info on the apps because it's not necessarily reflected on Foothill CORs. Kaupp asked if there is a public repository of the content of the modules referenced on the apps—Allen responded, that info is not public, which is why faculty from the trades are present at today's meeting, to address any questions or concerns. Vennarucci noted he worked closely w/ Gibbs to identify which course material maps to the GE areas, and pulled references.

Connell asked if it's an option to move to approve apps with knowledge that they will be updated to address concerns/suggestions (e.g., language pasted directly from the modules/curriculum being used at the sites). Myres asked if updates being requested specific to three apps being discussed today, or for future apps.

Motion to approve items 5-7 with plan that applications will be updated to include language from the modules as additional evidence **M/S** (Connell, no second). Motion did not move forward.

Motion to approve items 5-7 without updates **M/S** (Connell, Cembellin).

Kaupp suggested the groups allow for approval of the apps with the allowance for members to ask for more details, with a specific deadline. Cembellin reflected back on previous GE mapping process for Plumbing Technology, believing it set the precedent to follow, and asked the group what their specific doubts are. V. Fong noted during that process Apprenticeship division organized a site visit, which was really helpful for those who attended to understand how these programs are run and the intensity involved. Helped people think outside what they may have considered the norm. Cembellin agreed that the site visit was valuable, and noted these new apps follow the same model as used before, with Foothill faculty diving in to the Apprenticeship curriculum to map the GE areas. V. Fong commented that in these cases the work being done is more thorough than simply copying/pasting, as Starer and Gibbs working closely with faculty at the sites to interpret their curriculum for the apps.

Kaupp mentioned Connell's motion on the floor, noting unsure if everyone in the group ready to vote, as it seems some folks interested in getting more information. Reed asked V. Fong if her previous experience gives her confidence in these new apps—yes, her prior experience and trust in current faculty working on apps gives her confidence in the work being done. Reed echoed V. Fong's belief that the work being done is greater depth than simply copying/pasting.

	Items 5-7 **Approved.** (1 voted no; 2 abstained) Vennarucci invited everyone to take a site tour if they'd like!
6. GE Application: Area IV: Sheet Metal Apprenticeship Program	**Speaker: Ben Kaupp** Second read of GE application, which would approve Foothill GE Area IV for students who complete the full major requirements for Sheet Metal, not one individual course. *[See item 5 for related comments.]* *See item 5 for motion/approval details.*
7. GE Application: Area VI: Sheet Metal Apprenticeship Program	**Speaker: Ben Kaupp** Second read of GE application, which would approve Foothill GE Area VI for students who complete the full major requirements for Sheet Metal, not one individual course. *[See item 5 for related comments.]* *See item 5 for motion/approval details.*
8. Stand Alone Application: SPAN 51B	**Speaker: Ben Kaupp** Second read of Stand Alone Approval Request for SPAN 51B. No comments. Motion to approve **M/S** (Draper, Parikh). **Approved.**
9. Best Practices for Equitable COR Updates: Equity in the COR - Why and How	**Speaker: Ben Kaupp** First read of "Equity in the COR - Why and How" document. Minor updates made to document since previous meeting. Parikh noted language re: Course Content updated to a more positive tone. Brannvall commented it was a big task to take the full guidelines document and boil it down. Connell noted that Anthropology courses not only critique but also acknowledge historical foundations. Brannvall added that Art History courses are very transparent when it comes to historical foundations. Parikh commented on the word "simply" in the language re: Course Content; doesn't want to downplay the work being done, noting she's heard from some faculty who are terrified of starting this work and wants to encourage folks to take the first step. Draper suggested language be changed to something like "others may choose to address." Kaupp will update document based on these comments; asked reps to share document with their constituents and send him feedback or suggested edits so that the document will be as close to a final version as possible for next meeting. Second read and possible action will occur at next meeting.
10. Resolution to Extend Student Graduation Petition Deadline	**Speaker: Samuel Connell** First read of Resolution to Extend Student Graduation Petition Deadline, proposed by Connell. Connell noted he is very open to suggestions and edits and explained he decided to write resolution after hearing comments from people on campus related to funding and degree completion. Hoping CCC can work towards somehow improving completion numbers, whether it's encouraging students to complete the process (e.g., through marketing), investing in technology, etc. Wonders if passing a resolution like this may even slightly put the wheels in motion. Noted the deadline for students to petition for graduation is in just a few days. Gilstrap explained March 1 is the students' deadline for local AA/AS degrees if they're finishing their requirements in winter quarter; this year's deadline for spring is May 31. The ADT deadline is March 1, even for students finishing in spring, because CSU has a deadline for

	colleges to send their submissions by March 15. The folks in Evaluations need two weeks to process students' applications. Lee added that each affected student is notified multiple times. Hueg noted that while our numbers for AA/AS degrees have declined, it's mostly because students are completing ADTs; our ADT numbers are still very good.

Kaupp noted hearing from a number of folks that students finish what they need (e.g., to transfer) even if this doesn't mean completing a cert. or degree. Believes there is value in encouraging more students to actually complete cert./degree requirements.

Second read and possible action will occur at next meeting. |
| 11. Updating Foothill GE | **Speaker: Ben Kaupp**
Kaupp presented a short slideshow summarizing the discussions CCC has had on this topic. The group hasn't discussed process, but in terms of makeup of the new Foothill GE pattern consensus seems to be:

- Lifelong Learning: remove from GE pattern but continue to encourage students to take these courses, despite no longer being required.
- Natural Sciences: desire from STEM division to keep lab requirement, noting consensus seems to have gone back and forth. Some other divisions seem to be okay with removing lab requirement. Parikh shared suggestion from faculty member to remove lab requirement and also allow each dept. to determine GE requirements for their own degree; acknowledged this is not an option but wanted to share feedback. Gilstrap noted only small number of courses will be affected if lab requirement is removed, as most courses have embedded labs.
- Math & Quantitative Reasoning: desire from STEM division to keep existing MATH courses. Additional suggestion to include as many courses as possible from current Foothill GE Area V.

Dupree shared recent BSS division discussions resulted in ambivalence re: lab requirement, and majority want to maintain current Lifelong Learning requirement of 4 units. Lee presented topic to counselors last week and received split feedback re: Lifelong Learning (some want to keep it, but possibly modify/reduce units; some okay with removing it and encouraging students to take those courses outside of GE). Kaupp shared feedback from DRC that if many Veterans students are given the option to skip a course, they'll skip, as speed to completion is their primary goal; likely that other student populations are similar. Kaupp believes we can help students re: speed to completion but still encourage them to take Lifelong Learning. Brannvall commented that students are always welcome to return to Foothill and take courses after they graduate!

Parikh shared feedback from students in favor of reducing requirements, and noted many students aren't aware of local GE option for AA/AS degrees (they knew about transfer GE only). Gilstrap mentioned CCCCO's focus appears to be to get students to degree completion as fast as possible. Lee pointed out that each curriculum sheet for AA/AS degrees in catalog does state that students have option to complete different GE patterns—Reed responded, the issue isn't necessarily about communicating this to students, but more that our decisions re: local GE might not affect as many students as we think it might. |

	Kaupp plans to draft a document of recommendations to present at next CCC meeting, to then forward to Academic Senate.
12. Good of the Order	Myres thanked the group for their support of the GE apps; will take into consideration the concerns presented when additional apps are presented at CCC. Happy to host anyone for site visits!
13. Adjournment	**3:32 PM**

Attendees: Micaela Agyare (LRC), Chris Allen* (Dean, APPR), Ben Armerding (LA), Cynthia Brannvall* (FAC), Zach Cembellin* (Dean, STEM), Sam Connell* (BSS), Cathy Draper* (HSH), Angie Dupree* (BSS), Kelly Edwards (KA), Jordan Fong (FAC), Valerie Fong* (Dean, LA), Evan Gilstrap* (Articulation Officer), Matthew Hajny (APPR), Ron Herman* (Dean, FAC), Kurt Hueg* (Administrator Co-Chair), Kate Jordahl (FAC), Ben Kaupp* (Faculty Co-Chair), Andy Lee* (CNSL), Don Mac Neil (KA), Tim Myres (APPR), Sarah Parikh* (STEM), Eric Reed* (LRC), Andrew Stafford (APPR), Paul Starer (APPR), Kyle Taylor* (STEM), Mary Vanatta* (Curriculum Coordinator), Nate Vennarucci* (APPR)
* Indicates in-person attendance

Minutes Recorded by: M. Vanatta