

**College Curriculum Committee
Meeting Minutes
Tuesday, March 20, 2018
2:00 p.m. – 3:30 p.m.
President’s Conference Room**

Item	Discussion
1. Minutes: March 6, 2018	Approved by consensus.
2. Report Out from Division Reps	<p>Speaker: All Apprenticeship: Looking at SLOs on apprenticeship courses that could be mapped to GE requirements; trying to figure out if coursework already being done by apprenticeship students could apply to GE. Discussing creation of noncredit test prep course; all trades use an aptitude test as tracking device for applicants, mostly related to basic skills; course would likely be taught online.</p> <p>Fine Arts: Joy Holland filling in for usual reps today. Possibility of creating program in film studies, as many MDIA courses already exist related to film.</p> <p>Library: Thomas will be on sabbatical in spring; Micaela Agyare will be serving as rep.</p> <p>Language Arts: Continuing work on AB 705; need to completely redesign basic skills series; many faculty focused on corequisite model. SRC rep asked when changes likely to occur—as early as fall quarter. Multiple possibilities, including noncredit or credit corequisite support course for ENGL 1A; at a minimum, likely to be more ENGL 1S & 1T sections, and fewer ENGL 209 sections.</p> <p>PSME: Math dept. also continuing work on AB 705; hoping to implement changes for fall quarter. Starer noted that AB 705 changes to English and math courses have campus-wide effects, especially on courses that have English or math requisites.</p> <p>SRC: Discussing creating courses for students who need basic skills support for college-level English and math (related to possible AB 705 changes).</p> <p>Counseling: Previously announced creation of course in wellness; however, recent division decision to put a hold on creating new curriculum.</p> <p>Bio Health: Starting to work on Title 5 list.</p> <p>BSS: Also starting to work on Title 5 list.</p> <p>Kinesiology: Also starting to work on Title 5 list.</p>
3. Announcements a. New Course Proposals	<p>Speaker: Rachelle Campbell The following proposals were presented: APSC 400; PHOT 74C. Please share with your constituents.</p> <p>Apprenticeship rep noted APSC 400 for students at the end of their program, to prepare for licensing test. Campbell noted PHOT 74C focused on workforce aspect of program.</p>
b. Notification of Proposed Requisites	Updated requisites for BUSI 53A (effective 2018-19). Campbell asked

<p>c. Approval of Certificates of Achievement: Game Audio, Interventional Pulmonology Assistant, Landscape Technician</p> <p>d. CORs for Update 2019-20 (Title 5 list)</p> <p>e. Spring Plenary Resolutions</p>	<p>if adding “or equivalent” language necessary, as student may apply for equivalency for any requisite. Day noted that dept. requested to add to language to provide clarity. Language Arts rep asked about equivalency process—Counseling rep noted involves looking at transcripts, looking in CollegeSource, working with Evaluations dept.</p> <p>The CCCCCO has approved three certificates of achievement: Game Audio, Interventional Pulmonology Assistant, and Landscape Technician.</p> <p>Vanatta compiled the list of courses that need to be reviewed/updated for the 2019-20 catalog. List was emailed to Curriculum Reps and Deans on March 13th. The deadline for 2019-20 curriculum, including Title 5 courses, will be June 22nd. Campbell noted COOL Committee will meet March 30th to discuss Distance Education process related to Title 5—what’s required by Ed Code and how our local process should reflect. Bio Health rep asked if faculty will be required to resubmit DE form every five years—no specific process proposed yet; Campbell will be participating in discussion. PSME rep suggested updating DE form so division can resubmit same form noting continued DE approval. Campbell noted similar issue related to Content Review.</p> <p>Day noted, when reviewing CORs submitted for Title 5 review, frequently only the academic year changed. Suggested a closer look be taken, with review for/of typos and grammar. Suggested that, if faculty interested in making major changes to a course, they check in with Day to ensure will not affect program, C-ID, etc.</p> <p>Draft of resolutions to be considered at ASCCC Spring Plenary. PSME rep asked about “Pathways to Meet General Education Requirements of Quantitative Reasoning” (9.02 S18), which refers to a document that she has not seen—Campbell will forward document to the group.</p> <p>Of particular note: “Revise the Disciplines List Revision Process” (10.01 S18), would create task force to thoroughly review disciplines list and address revision process; would take close look at disciplines that do not require a master’s degree, for clarity. “Endorse Proposed Revisions to Apprenticeship Minimum Qualifications” (10.02 S18), related to ongoing recent discussions with trades; Escoto has met with trades local to Foothill. “Noncredit Instruction in Guided Pathways Efforts” (17.01 S18), would provide guidance specific to noncredit curriculum, related to guided pathways.</p> <p>Isaac Escoto and Katherine Schaefer will be attending meeting to discuss resolutions ahead of Plenary. Campbell asked the group to email any feedback to her and Escoto. Will provide follow-up after plenary session.</p>
<p>4. Consent Calendar</p> <p>a. GE Applications</p>	<p>Speaker: Rachelle Campbell</p> <p>The following GE applications were presented:</p> <ul style="list-style-type: none"> • Area I—ART 4G; ENGL 43A, 43AH, 43B, 43BH, 49; HUMN 58; MDIA 4, 7 • Area II—CRWR 25A • Area III—PSE 20 • Area VI—MDIA 8A • Area VII—HLTH 22, 23; PHED 17A, 17B, 43A

	<p>Fine Arts rep shared concerns regarding HUMN 58—believes too narrow a topic to serve as GE course, seems more like an upper-division course. LaManque noted Consent Calendar does allow motion to pull a specific application, if necessary. Bio Health rep noted application provides evidence in Breadth Mapping sections. Day noted unable to obtain UC transferability for course; topic is usually upper-division. Campbell noted new version of GE form should help provide more context from subcommittee members regarding recommendations. Starer noted discussion seems more related to larger process of GE review and approval. Group discussed difference between subcommittee recommending or approving a course for GE, and whether CCC approval should be required if subcommittee already reviewing and recommending/approving. Hueg recommended COR faculty attend CCC meeting at which their application is reviewed.</p> <p>Campbell noted wider discussion of GE application process is needed at CCC, including potentially changing deadline to earlier in the year so faculty may attend CCC to represent application. PSME rep suggested creation of policy, perhaps including requirement for division to provide faculty member to represent GE application being presented (CCC rep or other faculty). BSS rep suggested requirement for subcommittee to meet with faculty author; PSME rep noted she serves on subcommittee, and that frequently already occurs. Campbell and Starer noted value of interdisciplinary review of GE applications.</p> <p>Campbell asked if group would like to pull HUMN 58 application—no motion. PSME rep requested future discussion of GE process include possibility of revisiting approved GE courses, in case nature of changes requires a fresh look at courses. Noted previous process of re-writing GE pattern and requiring courses to re-submit for approval. Bio Health rep noted GE applications include specific standards for Depth and Breadth; wonders if people interested in changing those standards. Campbell suggested discussion focus on actual process of review and approval of GE applications, not necessarily changing the forms.</p> <p>Motion to approve M/S (Starer, Serna). Approved.</p>
<p>5. New Program Application: Child and Adolescent Development ADT</p>	<p>Speaker: Rachelle Campbell Second read of new Child and Adolescent Development ADT. Day noted comments at previous meeting regarding MATH 17—TMC allows for MATH 17 to be listed.</p> <p>Motion to approve M/S (Serna, Armerding). Approved.</p>
<p>6. New Program Application: Elementary Teacher Education ADT</p>	<p>Speaker: Rachelle Campbell Second read of new Elementary Teacher Education ADT. Campbell noted suggestion from Patrick Morriss that program be used for guided pathways.</p> <p>Motion to approve M/S (Thomas, Rideaux). Approved.</p>
<p>7. Stand Alone Approval Request: APPT 195</p>	<p>Speaker: Rachelle Campbell Second read of Stand Alone Approval Request for APPT 195. No comments.</p> <p>Motion to approve M/S (Cooper, Starer). Approved.</p>
<p>8. Stand Alone Approval Request: APPT 196</p>	<p>Speaker: Rachelle Campbell Second read of Stand Alone Approval Request for APPT 196. No comments.</p>

	<p>Motion to approve M/S (Cooper, Starer). Approved.</p>
<p>9. Foothill CLEP Policy</p>	<p>Speaker: Bernie Day Continuation of discussion from previous meeting, regarding need to clarify current Foothill CLEP policy, as well as determine whether or not policy changes should be made. Kent McGee and Nazy Galoyan planned to attend but were called into last-minute meeting; will attend a future meeting to address any questions.</p> <p>Attachment first states new language for 2018-19 catalog, outlining current Foothill policy to pass-along CLEP credit toward CSU GE certification. Second is a proposal to award CLEP credit locally, for students who use Foothill GE pattern. Proposal does not provide course-specific credit for CLEP, only credit to fulfill a GE area. BSS rep asked about unit requirement—outlined in FHDA board policy. Day noted additional option for depts. (outside of this proposal) to review CLEP exams and determine if they would like to award course-specific credit. Hueg asked how CLEP noted on transcript—group unsure. Hueg asked how many times student can take each CLEP exam—Day noted fee for exam, so unlikely a student will take it over-and-over. Language Arts rep noted no CLEP for English GE area. Bio Health rep shared comments from Biology dept. regarding our effort, locally, to move away from assessments (like exams)—CLEP seems counter to this. Campbell noted that, for certain populations, student using CLEP may be applying knowledge gained during specialized experience (such as serving in the military); CLEP allows them to apply such knowledge without having to take actual course. SRC rep noted hardship for veterans trying to complete a degree, including stopping and starting multiple times.</p> <p>Day noted ASCCC encouraged colleges to adopt local CLEP policy. Starer noted Foothill’s obligation as an open access institution, which includes acknowledging that students can meet requirements in different ways (e.g., exam vs. course). Counseling rep noted that, by not accepting CLEP, we are not offering something that other schools are, so we are not meeting students’ needs as fully. Campbell noted interest in looking at data to determine which populations use Foothill GE pattern. Starer noted same arguments could be made about AP exams; noted issue of equity and class. BSS rep noted division faculty believes AP exam higher quality than CLEP exam—Counseling rep noted issue of opportunity for certain populations. Campbell asked group to bring topic back to their divisions for discussion.</p> <p>Second read and possible action will occur at next meeting.</p>
<p>10. Good of the Order</p>	<p>LaManque announced that, starting spring quarter, Starer will be taking over as CCC Administrator Co-Chair, as well as taking over process to select a new curriculum system. LaManque will focus work on governance redesign project.</p>
<p>11. Adjournment</p>	<p>3:26 PM</p>

Attendees: Ben Armerding (LA), Rachelle Campbell (Faculty Co-Chair), Zachary Cembellin (PSME), Sara Cooper (BH), Bernie Day (Articulation Officer), LeeAnn Emanuel (SRC), Hilda Fernandez (LA), Marnie Francisco (PSME), Evan Gilstrap (CNSL), Brenda Hanning (BH), Joy Holland (FA), Kurt Hueg (Dean, BSS), Andrew LaManque (AVP Instruction, Administrator Co-Chair), Don MacNeil (guest—KA), Bruce McLeod (Apprenticeship), Tiffany Rideaux (BSS), Katy Ripp (KA), Lety Serna (CNSL), Paul Starer (Dean, LA), Mary Thomas (LIBR), Mary Vanatta (Curriculum Coordinator), Anand Venkataraman (PSME)

Minutes Recorded by: M. Vanatta