

**College Curriculum Committee
Meeting Minutes
Tuesday, June 2, 2015
2:00 p.m. - 3:33 p.m.
President's Conference Room**

<u>Item</u>	<u>Discussion</u>
1. Minutes: May 19, 2015	Minutes with corrections in section #7. <i>M/S</i> (Starer, Knobel) Approved , 1 abstention
2. Announcements a. New Course Proposal b. Curriculum Coordinator Search Update c. Curriculum System Recommendation d. Division Reps for 2015-16	Speaker: Isaac Escoto a. One course introduced. Since it mentions computer technology, Armstrong will bring it to the attention of the C S faculty. b. Ongoing. c. Curriculum System Evaluation: based on the review of the outside systems, De Anza's system and our own, the committee decided that the best choice at this time is to try and make 4 changes to our current system (ranked from the faculty feedback) by the end of Fall quarter. The system will then be re-evaluated to determine the feasibility of continuing to adjust the current system or go back out to look at other systems. ETS is going to ask for volunteers to be interviewed to assist in identifying usability issues. Request that a dean also be included in the information gathering. d. CNSL: Leeann Emanuel, Lety Serna; FA: Ed Goldfarb, Suzanne Weller; LA: Valerie Fong; Library: Kay Jones; PSME: Armstrong, Knobel, Francisco; Deans: Kurt Hueg, Paul Starer, Victor Tam. The remainder to be determined in Fall quarter.
3. ADT Reciprocity Draft	Speaker: Bernie Day, Isaac Escoto Quite a large percentage of our students arrive at FH with courses from other colleges. With the advent of ADTs, this is becoming more complicated. The draft was reviewed and some changes in wording were recommended. Day will update the doc. Please discuss with your constituent groups. We would like to have this in place if possible for the Fall quarter, as this is a timely topic. The committee commended Day for this well written document.
4. SLO/COR Relationship	Speaker: Isaac Escoto, Andrew LaManque There has been some who have requested that we wait until the end of this month to move the current SLOs to the outlines. Faculty will still write and modify the SLOs in TracDat, but the information will be captured and copied into the CORs. They will not be modifiable in C3MS. CCC will have to determine a schedule to update the outlines with the TracDat info. Suggestions were made to update the info every three to five years or at the end of every quarter. It was also suggested that with the required update and review of courses through the C3MS somehow trigger a requirement to also update TracDat. Changing a SLO does not trigger an outline to go through the approval process as the system exists.
5. ADT/C-ID Check In	Speaker: Bernie Day Day reviewed the current 20 ADTs for which we have approval, the programs that are being worked on currently and the new degrees that are being vetted. Two of them are very broad-based social science programs. "Finalized Model Curricula" have been created that can not meet the

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	limitation of the units as they are more than the 60 semester/90 quarter units but may be used as “transfer guides”. C-ID course update: approved 161, conditionally approved 11, denied 10, still in the queue 24.
6. Curriculum Deadline Check In	Speaker: Isaac Escoto PSME has seen a drop in the number of changes this cycle and they’re not sure if people are burnt out or if they really don’t have changes. Nunez suggested that we have done so much clean up in the last three years that we may not have a lot to correct/adjust. Nunez also reminded division curriculum committees to review new courses globally: what is the course's purpose and place in curriculum? Making changes to courses every year is problematic as it causes us to have to resend the outlines to the Chancellor’s office. Creating a new course and deactivating it the next year is not an efficient use of our time.
7. Goals for 2015-16	Moved to next agenda.
8. Report Out	CNSL: ALTW is adding 2 new courses LA: adjunct faculty are working on some new courses for restaurant personnel.
9. Adjournment	Adjourned 3:33 p.m.

Attendees: Ben Armerding (LA), Kathy Armstrong (PSME), Bernie Day (Articulation Officer), Leeann Emanuel (CNSL), Isaac Escoto (Faculty Co-Chair), Valerie Fong (LA), Marnie Francisco (PSME), Robert Hartwell (FA), Kurt Hueg (Dean, BSS), Kay Jones (LIBR), Marc Knobel (PSME), Andrew LaManque (AVP Instruction, Administrator co-chair), Lety Serna (CNSL), Paul Starer (Dean, L A), Victor Tam (Dean, PSME), Lan Truong (CNSL)

Minutes Recorded by: C. Nuñez