

College Curriculum Committee
Meeting Minutes
Tuesday, October 3, 2023
2:00 p.m. – 3:30 p.m.
Administrative Conference Room 1901; virtual option via Zoom

Item	Discussion
1. CCC Orientation	<p>Speakers: Evan Gilstrap & Ben Kaupp Ben shared PowerPoint presentation, overview of process and responsibilities pertaining to CCC rep role. CCC Team will be holding a more comprehensive orientation, for both new and returning reps. Hueg asked if division CCs are required to follow Brown Act—Kaupp responded, yes, because they are approving curriculum.</p> <p>Gilstrap shared PowerPoint presentation, overview of articulation. Brannvall asked about timeline for reactivation of a course—Gilstrap explained nuances and various deadlines.</p>
2. Minutes: June 20, 2023	<p>Approved by consensus.</p>
3. Introductions & Report Out from Division Reps	<p>Speaker: All All attendees introduced themselves!</p> <p>Vanatta currently following up w/ faculty re: COR submissions from June; reps are CC'd on emails but don't necessarily need to take action (will make clear when reps' attention needed). In the finishing stages of the newest CourseLeaf module, for new degrees/certs—expects to launch in November.</p> <p>Gilstrap shared info re: state mandates. AB 928 is singular transfer GE pathway (AKA CalGETC); also includes requirement for colleges to auto-enroll students into ADT pathway (starting fall 2024). Title 5 changes to language re: local associate degree. AB 1111 is Common Course Numbering mandate—still in very beginning stages, state-level taskforce currently meeting; CCCCO has requested extension from legislature to implement fall 2027. Gilstrap plans to provide more detailed information on each of these later in the quarter/year.</p> <p>Counseling: Jackson Sandoval and Lee are reps. Shared counseling appt. system opens seven days in advance, also offer quick question counseling (AKA drop-in); students can check Counseling website or front desk to see about availability.</p> <p>HSH: Campbell is rep for fall; Draper will be rep for winter/spring. Shared new Respiratory Care bachelor degree launching. Some programs may be moving to Sunnyvale Center.</p> <p>Fine Arts & Comm: Brannvall and J. Fong are reps. Mentioned new certs in Photography dept., exciting new ART courses. Mentioned new group convened to identify places on campus to put art.</p> <p>STEM: Parikh and Taylor are reps. Mentioned new semiconductor courses being created.</p> <p>Language Arts: Acevedo and Sarver are reps. Mentioned new SPAN course being created, as well as new cert from that dept.</p> <p>BSS: Connell and Dupree are reps. Connell noted interest in creating new transcriptable certs from non-transcriptable certs. Noted recent</p>

	<p>discussion about auto-awarding degrees and would like CCC to discuss.</p> <p>LRC: Agyare and Reed are reps. Shared Library opening for limited hours on Friday during fall quarter!</p> <p>Apprenticeship: Allen shared bachelor degree proposal has been submitted to CCCCCO! Noted thanks for Zoom option for CCC meetings. Myres is rep. Shared division CC had first meeting a few weeks ago—discussed goals for the year, including local GE applications for Sheet Metal and HVAC programs.</p> <p>SRC: Kaupp noted no updates to report. Saroyan is rep.</p> <p>Kinesiology & Athletics: Bissell is rep. Shared no updates to report.</p> <p>V. Fong and Subramaniam are deans; neither has updates to report.</p>
<p>4. Public Comment on Items Not on Agenda</p>	<p>Connell again mentioned topic of auto-awarding of degrees and desire for discussion at CCC.</p>
<p>5. Announcements</p> <p>a. GE Subcommittee Membership</p> <p>b. CCC Priorities for 2023-24</p> <p>c. Recent CCCCCO Approvals!</p>	<p>Speakers: CCC Team</p> <p>Announcement delayed to future meeting, due to time constraint.</p> <p>Announcement delayed to future meeting, due to time constraint.</p> <p>Vanatta announced that, over the summer, we received state approval for our new Commercial Photography and Photography noncredit certs; and our new Commercial Photography, Digital Photography Techniques, and Non-Destructive Testing (NDT) Technician CAs!</p>
<p>6. New Certificate Application: Animation</p>	<p>Speaker: Ben Kaupp</p> <p>First read of new Animation Certificate of Achievement. Campbell asked what types of things CCC members are looking for when reviewing applications—Kaupp responded, anything the person believes is important and encouraged folks to ask questions. First read is opportunity for discussion, and usually division reps will try to address questions. Connell asked about unit requirements for certs—Vanatta responded, minimum for state approval is 12 units, but cert must be 24+ units for students to apply for Financial Aid. Further discussion occurred re: what CCC members should consider when reviewing applications—e.g., is there content overlap with other depts. or degrees/certs, is there student need/demand for degree/cert, what benefit does degree/cert provide to students?</p> <p>J. Fong created cert and shared that required courses already being taught. Lots of related industry in Bay Area; noted discussion at Advisory Board resulted in enthusiastic approval. Brannvall asked if certs are a way to acknowledge certain skills to enter the workforce (vs. a full degree)—J. Fong noted this particular cert will help students enter the workforce without needing a full degree. Connell asked about next steps, following CCC approval—Vanatta responded, FHDA Board approval, then submission to CCCCCO for approval.</p> <p>Campbell noted these questions indicate missing elements in our process; for example, CCC doesn't review Advisory Board minutes, which could be very helpful in addressing questions and adding insight into why degree/cert being created. Vanatta noted that although CCCCCO requires Advisory Board minutes for degrees/certs w/ workforce TOP Code, CCC historically hasn't incl. them as part of documentation reviewed; doesn't always have this document from faculty at time of CCC review, but group can decide to start requiring it.</p>

	<p>Gilstrap noted Cogswell College (mentioned in Item 7) is now called University of Silicon Valley—Vanatta will update for second read.</p> <p>Second read and possible action will occur at next meeting.</p>
7. New Certificate Application: Web Applications Development	<p>Speaker: Ben Kaupp First read of new Web Applications Development Certificate of Achievement. Kaupp noted faculty authors aren't present; Parikh encouraged folks to email any questions to her.</p> <p>Second read and possible action will occur at next meeting.</p>
8. New Certificate Application: Advanced Web Applications Development	<p>Speaker: Ben Kaupp First read of new Advanced Web Applications Development Certificate of Achievement. Kaupp noted faculty authors aren't present; Parikh encouraged folks to email any questions to her.</p> <p>Second read and possible action will occur at next meeting.</p>
9. Stand Alone Application: ENGR 101A	<p>Speaker: Ben Kaupp First read of Stand Alone Approval Request for ENGR 101A. Will be temporarily Stand Alone and included in a new certificate. Parikh explained course will be included in new Apprenticeship program, which students have already started working on. Expectation that lots of jobs will be created as chip manufacturing is brought back to the US. Students being paid to work in clean rooms while simultaneously taking courses here at Foothill. Subramaniam noted course is approved for early activation (winter 2024).</p> <p>Second read and possible action will occur at next meeting.</p>
10. Stand Alone Applications: LINC 79A, 79B, 79C, 79D	<p>Speaker: Ben Kaupp First read of Stand Alone Approval Requests for LINC 79A, 79B, 79C & 79D. Each will be temporarily Stand Alone and included in a new certificate. No comments.</p> <p>Second read and possible action will occur at next meeting.</p>
11. Best Practices for Equitable COR Updates	<p>Speaker: Ben Kaupp Topic delayed to future meeting, due to time constraint.</p>
12. Good of the Order	<p>Vanatta asked Kaupp about orientation meeting—Kaupp will email folks to determine interest and best date/time to schedule. Subramaniam congratulated Kaupp for leading his first CCC meeting!</p>
13. Adjournment	<p>3:26 PM</p>

Attendees: Ulysses Acevedo* (LA), Chris Allen* (Dean, APPR), Micaela Agyare* (LRC), Jeff Bissell (KA), Cynthia Brannvall* (FAC), Rachele Campbell* (HSH), Sam Connell* (BSS), Cathy Draper* (HSH), Angie Dupree (BSS), Jordan Fong* (FAC), Valerie Fong* (Dean, LA), Evan Gilstrap* (Articulation Officer), Kurt Hueg* (Administrator Co-Chair), Maritza Jackson Sandoval* (CNSL), Ben Kaupp* (Faculty Co-Chair), Andy Lee* (CNSL), Tim Myres* (APPR), Sarah Parikh* (STEM), Eric Reed (LRC), Richard Saroyan (SRC), Amy Sarver (LA), Ram Subramaniam* (Dean, STEM), Kyle Taylor* (STEM), Mary Vanatta* (Curriculum Coordinator)

* Indicates in-person attendance

Minutes Recorded by: M. Vanatta