

College Curriculum Committee Meeting Agenda

Tuesday, October 16, 2012

2:00 p.m. - 3:30 p.m.

President's Conference Room

Item	Action	Attachment	Presenter/Time
1. Minutes: October 2, 2012	Action	#10/16/12-1	Holcroft - 3 min
2. Announcements <ul style="list-style-type: none"> <li>a. Course Compliance Update Reminder</li> <li>b. New Course Proposal</li> <li>c. Succession Planning</li> <li>d. GE Subcommittees</li> </ul>	Information	#10/16/12-2	Nunez - 2 min Holcroft - 7 min
3. Report out from Divisions	Information		Curr Reps - 7 min
4. Consent Calendar: <ul style="list-style-type: none"> <li>a. Stand Alone Applications</li> </ul>		#10/16/12-3 & 4	Holcroft - 3 min
5. Defining Families for Activity Courses across District	Discussion		Holcroft/Messina
6. Determining Equivalent Courses across District	Discussion		Holcroft/Messina
7. Minimum Proficiencies for Certificates of Achievement	Discussion		Holcroft - 5 min

**Consent Calendar**

**FH General Education:**

*none*

**Stand Alone:** (attachments #3 & 4)

- MATH 217, VART 51

**Attachment List:**

#10/16/12-1 Draft Minutes: October 2, 2012

#10/16/12-2 New Course Proposal - C S 25A

**2012 -2013 Curriculum Committee Meetings**

Fall 2012 Quarter:	Winter 2013 Quarter	Spring 2013 Quarter
10/2/12	1/15/13	4/16/13
10/16/12	1/29/13	4/30/13
11/6/12	2/5/13	5/7/13
11/20/12	2/19/13	5/21/13
12/4/12	3/5/13	6/4/13
	3/19/13	6/18/13

\* Standing reminder: items for inclusion on the CCC agenda are due no later than one week before the meeting

**2012-2013 Curriculum Deadlines**

12/1/12 Deadline to submit courses to CSU for CSU GE approval.

12/1/12 Deadline to submit courses to UC/CSU for IGETC approval.

12/7/12 COR/Title 5 Updates for Fall 2013.

3/1/13 Curriculum Sheet Updates for 2013-14.

6/1/13 Deadline to submit new/revised courses to UCOP for UC transferability

Ongoing Submission of courses for C-ID approval and course-to-course articulation with individual colleges and universities.

## **2012-2013 Training & Conferences of Interest**

7/12-14/12 [ASCCC Curriculum Institute](#) - Hyatt San Francisco Airport Hotel

10/18-20/12 [Modeling Equity, Engaging Difference: New Frameworks for Diversity & Learning](#), Sheraton Inner Harbor Hotel, Baltimore, MD.

11/8-10/12 [Next Generation STEM Learning: Investigate, Innovate, Inspire](#), Kansas, MO.

11/8-10/12 [ASCCC Fall Plenary Session](#) - Irvine Marriott Hotel.

2/28-3/2/13 [General Education & Assessment: A Sea Change in Student Learning](#), Boston Park Plaza, Boston, MA.

4/4-6/13 [Student Success & the Quality Agenda](#), Miami, FL.

4/18-20/13 [ASCCC Spring Plenary](#), location TBA, Southern California.

6/13-15/13 [ASCCC Faculty Leadership Institute](#), location TBA, Northern California.

7/11-13/13 [ASCCC Curriculum Institute](#), location TBA, Southern California.

### **Distribution:**

Kathy Armstrong (PSME), Judy Baker (Dean), Falk Cammin (LA), Rachelle Campbell (BH), Bea Cashmore (ALD), Jerry Cellilo (CNSL), Dolores Davison (AS President), Bernie Day (Articulation Officer), Teresa de la Cruz (Articulation), Isaac Escoto (CNSL), John Fox (BSS), Marnie Francisco (PSME), Stephanie Franco (Evaluations), Patricia Gibbs (BSS), Brenda Hanning (BH), Carolyn Holcroft (Faculty co-chair), Kay Jones (LIBR), Kate Jordahl (F A), Marc Knobel (PSME), Don MacNeil (P E), Jean McCarron (Instr), Kimberlee Messina (VP, Instruction, Administrator co-chair), Peter Murray (Dean, PSME), Simon Pennington (FA), Barbara Shewfelt (P E), Paul Starer (Dean, L A), Kella Svetich (L A), Mary Thomas (LIBR)

## COLLEGE CURRICULUM COMMITTEE

Committee Members - Fall 12-13

Meeting Date: 10/16/12

## Co-Chairs (2)

<input checked="" type="checkbox"/> Carolyn Holcroft	7429	Vice President, Academic Senate (tiebreaker vote only) holcroftburnscarolyn@foothill.edu
<input checked="" type="checkbox"/> Kimberlee Messina	7209	Vice President, Instruction messinakimberlee@foothill.edu

## Voting Membership-12 total; 1 vote per division

<input checked="" type="checkbox"/> Kathy Armstrong	7487	PSME	<a href="mailto:armstrongkathy@foothill.edu">armstrongkathy@foothill.edu</a>
<input checked="" type="checkbox"/> Falk Cammin	7442	L A	<a href="mailto:camminfalk@foothill.edu">camminfalk@foothill.edu</a>
<input checked="" type="checkbox"/> Rachelle Campbell (S)	7469	BH	<a href="mailto:campbellrachelle@foothill.edu">campbellrachelle@foothill.edu</a>
<input checked="" type="checkbox"/> Bea Cashmore	7094	ALD	<a href="mailto:cashmorebeatrix@foothill.edu">cashmorebeatrix@foothill.edu</a>
<input checked="" type="checkbox"/> Jerry Cellilo	7224	CNSL	<a href="mailto:cellilojerry@fhda.edu">cellilojerry@fhda.edu</a>
<input checked="" type="checkbox"/> Bernie Day	7225	Articulation	<a href="mailto:daybernie@foothill.edu">daybernie@foothill.edu</a>
<input checked="" type="checkbox"/> Isaac Escoto	7350	CNSL	<a href="mailto:escotoisaac@foothill.edu">escotoisaac@foothill.edu</a>
<input checked="" type="checkbox"/> John Fox	7419	BSS	<a href="mailto:foxjohn@fhda.edu">foxjohn@fhda.edu</a>
<input checked="" type="checkbox"/> Marnie Francisco	7420	PSME	<a href="mailto:franciscomarnie@foothill.edu">franciscomarnie@foothill.edu</a>
<input checked="" type="checkbox"/> Patricia Gibbs	7474	BSS	<a href="mailto:gibbspatricia@foothill.edu">gibbspatricia@foothill.edu</a>
<input checked="" type="checkbox"/> Brenda Hanning	7466	BH	<a href="mailto:hanningbrenda@foothill.edu">hanningbrenda@foothill.edu</a>
<input checked="" type="checkbox"/> Kay Jones	7602	LIBR	<a href="mailto:joneskay@foothill.edu">joneskay@foothill.edu</a>
<input checked="" type="checkbox"/> Kate Jordahl	7318	F A	<a href="mailto:jordahlkate@foothill.edu">jordahlkate@foothill.edu</a>
<input checked="" type="checkbox"/> Marc Knobel	7049	PSME	<a href="mailto:knobelmarc@foothill.edu">knobelmarc@foothill.edu</a>
<input checked="" type="checkbox"/> Don MacNeil	6967	P E	<a href="mailto:macneildan@foothill.edu">macneildan@foothill.edu</a>
<input checked="" type="checkbox"/> Simon Pennington	7015	F A	<a href="mailto:penningtonsimon@fhda.edu">penningtonsimon@fhda.edu</a>
<input checked="" type="checkbox"/> Barbara Shewfelt	7658	P E	<a href="mailto:shewfeltbarbara@foothill.edu">shewfeltbarbara@foothill.edu</a>
<input checked="" type="checkbox"/> Kella Svetich	7924	L A	<a href="mailto:svetichkella@foothill.edu">svetichkella@foothill.edu</a>
<input checked="" type="checkbox"/> Mary Thomas	7522	LIBR	<a href="mailto:thomasmary@foothill.edu">thomasmary@foothill.edu</a>
<input checked="" type="checkbox"/> Judy Baker	7388	Dean	<a href="mailto:bakerjudy@foothill.edu">bakerjudy@foothill.edu</a>
<input checked="" type="checkbox"/> Peter Murray	7472	Dean	<a href="mailto:murraypeter@foothill.edu">murraypeter@foothill.edu</a>
<input checked="" type="checkbox"/> Paul Starer	7227	Dean	<a href="mailto:starerpaul@foothill.edu">starerpaul@foothill.edu</a>

## Non-Voting Members (4)

<input checked="" type="checkbox"/> Teresa de la Cruz	7638	Articulation Assistant	<a href="mailto:delacruzteresa@foothill.edu">delacruzteresa@foothill.edu</a>
<input checked="" type="checkbox"/> Stephanie Franco	7231	Evaluations	<a href="mailto:francostephanie@foothill.edu">francostephanie@foothill.edu</a>
<input checked="" type="checkbox"/> Jean McCarron	7371	Curr/Schedule Asst.	<a href="mailto:mccarronjean@fhda.edu">mccarronjean@fhda.edu</a>
<input checked="" type="checkbox"/> Cori Nuñez	7439	Curr Coordinator	<a href="mailto:nunezcori@foothill.edu">nunezcori@foothill.edu</a>

ASFC

## Visitors:

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**College Curriculum Committee**  
**Meeting Minutes**  
**Tuesday, October 2, 2012**  
**2:11 p.m. - 3:29 p.m.**  
**President's Conference Room**

<u>Item</u>	<u>Discussion</u>
1. Minutes: June 19, 2012	Minutes approved as written. M/S/C (Baker, Starer) Approved, two abstentions
2. Announcements: <ul style="list-style-type: none"> <li>a. New Representatives</li> <li>b. New Curr/Scheduling Assistant</li> <li>c. Non-credit Curriculum Process</li> </ul>	<b>Speaker: Carolyn Holcroft</b> <ul style="list-style-type: none"> <li>a/b. Introduced new members to the committee including our new Curriculum/Scheduling Assistant, Jean McCarron.</li> <li>c. The committee was informed that although we initially formed a “curriculum division” to handle the non-credit courses, an administrative decision has been made to officially move individual courses to the appropriate academic divisions, and dissolve the noncredit curriculum committee. A number of reasons drove this decision. One of these is that the number of noncredit courses is growing quickly and the course outlines take significant time to create and maintain, but many noncredit faculty are adjuncts and unfamiliar with curriculum processes and regulations. The Instruction Office is currently working with the divisions to determine where each course should be placed.</li> <li>d. Reps reminded that their role is to bring these proposals back to their constituents as information so all faculty campus-wide have the chance to learn about new course proposals and bring concerns/comments to the attention of their CCC reps.               <ul style="list-style-type: none"> <li>• Day informed the PSME reps that she has been unable to locate courses at the UC level that are similar and therefore they should be numbered 50 or above: C S 23A, 24A, 40B &amp; 41A.</li> <li>• Armstrong informed the committee that the CHEM course might be under environmental studies in other schools as Day hadn't been able to find anything similar at any four-year institution.</li> <li>• The PSME, BSS and FA Deans have met to discuss appropriate divisions for the new C S courses. They will meet again shortly to make final decisions.</li> <li>• General question: if a new course proposal has previously come to CCC for a “regular” version of a course, do faculty authors need to bring forward a new course proposal for an honors version of the course? Committee members unanimously agreed that this is unnecessary.</li> </ul> </li> </ul>
e. Division Reports	<ul style="list-style-type: none"> <li>e. Division Reports               <ul style="list-style-type: none"> <li>• <b>PSME:</b> working on their Statway pattern with the UCs.</li> <li>• <b>LA:</b> building non-credit Supplemental Instruction course similar to the Math course newly approved by the State; we have begun the ENGL 1S &amp; 1T series this quarter, remember to update your program sheets.</li> </ul> </li> </ul>
f. Other	<ul style="list-style-type: none"> <li>f. Other               <ul style="list-style-type: none"> <li>• <b>Curriculum Office:</b> 203 new courses were processed this summer and received State approval.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li> <b>Articulation:</b> <ul style="list-style-type: none"> <li>We have a small window to get courses that were denied resubmitted to UC for addition for this year. Please have them to Day by Oct 12<sup>th</sup>.</li> <li>There will be an Honors Faculty Roundtable at Mills College, October 27<sup>th</sup>. For more info: <a href="http://www.losmedanos.edu/honors/Roundtable.asp">http://www.losmedanos.edu/honors/Roundtable.asp</a></li> </ul> </li> <li> <b>Student Success Brown Bag Series- Bridging Lower and Upper Campus: How We Can Work Synergistically to Increase Student Success.</b> Wednesday, Oct. 10th in the Hearthside Rm.         </li> </ul>
3. CCC Orientation & Topics for 2012-13	<b>Speaker: Carolyn Holcroft</b> Power Point presentation. Clarification of curriculum committee responsibilities: We are a subcommittee of the Foothill College academic senate and they generally pass any/all curriculum-related matters directly to us. We have a very unique process at Foothill, where divisions have individual curriculum committees that function to develop and maintain individual courses but in order for this process to function, we must be diligent in maintaining strong division curriculum committees. Please remember that each division <b>must</b> be providing minutes of meetings to the Instruction Office. Resolutions are the tool by which we propose and record actions and decisions. Holcroft has provided some helpful advise for writing resolutions (see attachment).
4. Consent Calendar: a. Stand Alone Applications	<b>Speaker: Carolyn Holcroft</b> Stand Alone applications for: ACTG 59, ANTH 11, ANTH 11L, ANTH 13, ANTH13L, C S 49, GID 2. <b>M/S/C</b> (Francisco/Starer) <b>Approved</b> . Note we anticipate these will be included in degrees and certificates in this year's cycle, as appropriate.
5. Update AS-T & AA-T Status	<b>Speaker: Bernie Day</b> This past Saturday, the State began advertising their campaign "Degree with a Guarantee" based on the new SB1440 transfer degrees. By Fall 2013, we will be required to have approved transfer degrees representing 80% of those TMCs for which we offer degrees (i.e. if we don't already offer a degree in a particular major, we do not have to develop a new transfer degree for that major). By Fall 2014, we will be required to offer transfer degrees for 100% of those TMCs for which we offer degrees. We currently have two transfer degrees approved by the State, three have been approved by CCC and the FHDA Board of Trustees and are being prepared to send to the state for approval (English, math and history). In addition, there are four that are close to being sent to this body. There are quite a few being discussed across campus by various departments. More information is available at the following web sites: <a href="http://www.C-ID.net">www.C-ID.net</a> , <a href="http://sb1440.org">sb1440.org</a> or <a href="http://www.adegreewithaguarantee.com">www.adegreewithaguarantee.com</a>
6. Minimum English/Math Proficiency for Certificates	<b>Speaker: Carolyn Holcroft</b> Whereas FH is very specific regarding the minimum proficiencies for AA/AS <u>degrees</u> , our Catalog wording referencing minimum math and English proficiencies for certificates of achievement is vague. Should we have the same or different proficiency requirements? Please discuss with your constituents. Should CTE programs be treated differently than "academic" certificates? Do we want a

	campus-wide policy for all certificates of achievement or task program faculty with determining proficiencies for their individual certificates? Please be prepared to provide feedback. Sample possible resolution presented for purpose of demonstrating how to write a resolution.
7. Determining “Families of Courses”	<p><b>Speaker: Carolyn Holcroft</b></p> <p>When we formally define families of courses, it will have ramifications for managing repeatability and repetition, district-wide. “Repeating/repeatability” is when the student has successfully completed a course, gotten credit, and yet they want to take the course again. “Repetition” is when the student fails/withdraws from a course and must take it again. Almost no courses are repeatable anymore. Students are also now limited to taking “similar activity” courses no more than six times (for quarter systems). We must identify these as “families” of courses (grouped by similar activity types) as to clarify the limitations. Whether “taking a course again” is due to either issue, “Repeats” and “Repetition” must now be regulated District-wide not just by campus. We are embarking on a huge project to determine equivalent courses between Foothill &amp; De Anza.</p>

**Atendees:** Kathy Armstrong (PSME), Judy Baker (Dean), Falk Cammin (LA), Jerry Cellilo (CNSL), Bernie Day (Articulation Officer), Isaac Escoto (CNSL), John Fox (BSS), Marnie Francisco (PSME), Brenda Hanning (BH), Carolyn Holcroft (Faculty co-chair), Marc Knobel (PSME), Don MacNeil (P E), Jean McCarron (Instr), Peter Murray (Dean, PSME), Simon Pennington (FA), Paul Starer (Dean, L A).

**Minutes Recorded by:** Corinne Nuñez

**FOOTHILL COLLEGE**  
**College Curriculum Committee**  
**New Course Proposal**

*This form should be completed by the faculty author as preparation to writing a new course. Your division CC rep can assist you in completing it appropriately, and will forward it to the Office of Instruction for inclusion as an announcement at the next available CCC meeting. The purpose of this form is **interdisciplinary communication**. The responsibility to rigorously review and approve new courses remains with the divisional curriculum committees.*

**Date Proposal Given to Division CCC Rep:**

**Proposed Number: C S 25A**

**Proposed Title: RUBY & FUNCTIONAL PROGRAMMING CONCEPTS**

**Proposed Catalog Description:**

This course is an introduction to the Ruby programming language, emphasizing functional programming concepts including high-order functions, recursion, currying and partial functions. Comparisons to other programming paradigms are explored as they are supported by Ruby, including imperative and object-oriented programming. Students will develop several programming projects using the Ruby language.

**Proposed Discipline:** Computer Science

**Comments & Other Relevant Information for Discussion:**

**Proposed Need/Justification Statement:** This course is a restricted support course for the AS Degree in Computer Science.

**To which Degree(s) or Certificate(s) would this course potentially be added?** AS Degree in Computer Science.

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**Instruction Office:**

Date presented at CCC:

Division:

Department:

Number assigned:

Faculty Author: LaDawn Meade

Date number assigned/notification:

**FOOTHILL COLLEGE**  
**Stand-Alone Course Approval Request**

**Course #:** Math 217      **Division:** PSME

**Course Title:** INTEGRATED STATISTICS I

**Catalog Description:**

This is the first quarter of two in the Statway sequence. This sequence covers concepts and methods of statistics with an emphasis on data analysis. Topics include methods for collecting data, graphical and numerical descriptive statistics, correlation, simple linear regression, basic concepts of probability, confidence intervals and hypothesis tests for means and proportions, chi-square tests, and ANOVA. Application problems will be taken from the fields of business, economics, medicine, engineering, education, psychology, sociology and from culturally diverse situations. This sequence is recommended for students with majors that require no mathematics beyond freshman-level statistics.

**Prerequisites:** Satisfactory score on the mathematics placement test; MATH 230, 230J or 234.

**Advisory:** Eligibility for ENGL 1A or ESLL 26

**Explain briefly** how the proposed course satisfies the following five criteria:

**Criteria A. -- Appropriateness to Mission**

1. The objectives of this course, as defined in the course outline, are consistent with the mission of the California Community Colleges as established by Education Code 66010.4, especially in that this course: **66010.4 (a)(1) and (2)(A)**
2. *"A well-educated population being essential to sustaining and enhancing a democratic society, Foothill College commits itself to providing access to outstanding educational opportunities for all of our students. Whether through basic skills, career preparation, lifelong learning, or transfer, the members of the Foothill College community are dedicated to the achievement of learning and to the success of our students. We affirm that our unwavering dedication to this mission is critical to the prosperity of our community, our state, our nation, and the global community to which all people are members."*  
*Adopted June 24, 2009*

This course is congruent with the Foothill College mission statement in that it:

Satisfies the basic skills mission of Foothill College.

**Criteria B. -- Need (Explain)**

There are many students who need remedial training in mathematics before they can attempt college level work.

**Criteria C. -- Curriculum Standards (please initial as appropriate)**

MJF The outline of record for this course has been approved the Division Curriculum Committee and meets the requirements of Title 5.

MJF This course is not either degree-applicable or transferable as an articulated lower division major preparation requirement. ("55805.5. Types of Courses Appropriate to the Associate Degree" criteria does not apply.)

**Criteria D. -- Adequate Resources (please initial as appropriate)**

MJF This course will be administered in the same manner as existing courses in terms of funding, faculty, facilities and equipment.

**Criteria E. – Compliance (please initial as appropriate)**

MJF The design of the course is not in conflict with any law particularly in regard to enrollment restrictions and licensing or accreditation standards.

**Faculty Requestor:** Marnie Francisco

**Date:** 9/27/12

**Division Curriculum Representative:** Marnie Francisco \_\_\_\_\_ **Date:** 9/27/12 \_\_\_\_\_

**College Curriculum Co-Chairman:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**FOOTHILL COLLEGE**  
**Stand-Alone Course Approval Request**

**Course #:** VART 51      **Division:** Fine Arts & Communications

**Course Title:** Web Video

**Catalog Description:**

An introduction to new developments in the use of video on the internet. The course covers a variety of internet media concepts such as compression, streaming, podcasting, and RSS feeds. Students study both technical and aesthetic considerations for web video

**Explain briefly** how the proposed course satisfies the following five criteria:

**Criteria A. -- Appropriateness to Mission**

1. The objectives of this course, as defined in the course outline, are consistent with the mission of the California Community Colleges as established by Education Code 66010.4, especially in that this course:   
  
VART 51 is a workforce offering in our service area.

2. *"A well-educated population being essential to sustaining and enhancing a democratic society, Foothill College commits itself to providing access to outstanding educational opportunities for all of our students. Whether through basic skills, career preparation, lifelong learning, or transfer, the members of the Foothill College community are dedicated to the achievement of learning and to the success of our students. We affirm that our unwavering dedication to this mission is critical to the prosperity of our community, our state, our nation, and the global community to which all people are members."*  
*Adopted June 24, 2009*

This course is congruent with the Foothill College mission statement in that it:

VART 51 is a workforce offering in our service area.

**Criteria B. -- Need (Explain)**

There is an overwhelming need for web video and content producers in our service area. We are currently developing a Media Studies Program to fulfill this need, and this course will be one of the core components.

**Criteria C. -- Curriculum Standards (please initial as appropriate)**

RJ The outline of record for this course has been approved by the Division Curriculum Committee and meets the requirements of Title 5.

       This course is not either degree-applicable or transferable as an articulated lower division major preparation requirement. ("55805.5. Types of Courses Appropriate to the Associate Degree" criteria does not apply.)

**Criteria D. -- Adequate Resources (please initial as appropriate)**

RJ This course will be administered in the same manner as existing courses in terms of funding, faculty, facilities and equipment.

**Criteria E. – Compliance (please initial as appropriate)**

RJ The design of the course is not in conflict with any law particularly in regard to enrollment restrictions and licensing or accreditation standards.

Faculty Requestor: RJ Ward

Date: 9/26/2012

Division Curriculum Representative: Robert Hartwell

Date: 9/26/12

College Curriculum Co-Chairman: \_\_\_\_\_ Date: \_\_\_\_\_