

College Curriculum Committee  
Meeting Minutes  
Tuesday, November 3, 2009  
1:37 p.m. - 2:48 p.m.  
Toyon Room

<u>Item</u>	<u>Discussion</u>
1. Minutes: October 20, 2009	<b>Speaker: Carolyn Holcroft</b> With no changes to the draft minutes, <b>M/S/C (Duncan, Cammin)</b>
2. Stand Alone Applications	<b>Speaker: Carolyn Holcroft, Katie Townsend-Merino</b> Nunez cited the numbers associated with Stand Alone numbers vs. active courses: 2205 active courses, of which 853 are Stand Alone courses, which puts us at 39% of all our courses are Stand Alone. There was a question regarding the ratio the State would like us to meet. At this time the state has not given us a specific target number. It is the decision of the committee that pedagogical rigor has been met in the process of completing the Stand Alone applications and therefore the committee will approve all the applications. If any stragglers are in to the Instruction Office by Nov 6 <sup>th</sup> , 3:00 p.m. they will be passed to the committee for approval.
3. GE Update (6)	<b>Speaker: Carolyn Holcroft</b> We currently have 8 applications that have come in as of today. Please do not wait until the last minute to turn in GE applications. We will be distributing those applications as soon as possible to the individual GE sub-committees for review. For a new course to be considered for GE, the course must at least be at Articulation status (i.e. it must already by an approved course).
4. Deadline Calendar Review	<b>Speaker: Carolyn Holcroft</b> The new calendar is an attempt to clarify the deadline dates. We will no longer be adding credit courses mid-year. Title 5 updates are catalog changes, not just text changes, so beginning 10-11 the catalog deadline and Title 5 deadline will be one and the same (December). Katie will review the catalog print deadlines with Marketing and will come back with some possibly revised timelines.
5. Policy Item: Maximum # of units from Un-Accredited Institutions	<b>Speaker: Carolyn Holcroft</b> Recently, a student petitioned to use 5 courses from a non-accredited institution toward a FH degree. Most committee members were unaware that FH accepted ANY courses from unaccredited institutions. Current policy stipulates that students may petition to have such courses used towards a Foothill degree. Possibility that CCC may modify or remove this language from the catalog. Please bring this policy to your constituency groups for discussion. Bring back next mtg. (A separate question for Stephanie Franco was raised: does she monitor the number of incoming courses a student may have in a single quarter?)
6. FH Catalog Outline Information	<b>Speaker: Katie Townsend-Merino</b> Discussion regarding what we currently print in the catalog. KTM showed pages from the COR Ref guide with additional info we do not print. She suggested that we add transfer info, GE, IGETC, CSU GE, etc. She will also discuss this with Marketing.
7. Reports from CCC Reps	<b>AL: Nothing to report.</b> <b>BH: Nothing to report.</b>

*Approved November 17, 2009*

	<b>BSS:</b> Nothing to report. <b>CNSL:</b> Nothing to report. <b>CTIS:</b> Nothing to report. <b>FA:</b> Date's get confusing due to people needing to back up deadlines so they have review time. <b>LA:</b> Nothing to report. <b>LIBR:</b> Nothing to report. <b>PE:</b> Nothing to report. <b>PS:</b> Nothing to report.
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**Attendees:** F. Cammin, B. Cashmore, S. Connell, K. Duncan, M. Francisco, K. Gianetto, C. Holcroft, M. Knobel, C. Nuñez, V. O'Neal, E. Orrell, S. Pennington, J. Ragey, L. Serna, G. Schultz, K. Svetich, M. Thomas, K. Townsend-Merino, V. Villanueva, T. Woods