College Curriculum Committee
Meeting Minutes
Tuesday, May 1, 2012
2:06 p.m. – 3:38 p.m.
President's Conference Room

Item	Discussion
1. Minutes: April 17, 2012	Minutes approved as written. M/S/C (Armstrong, Murray)
2. Announcements: a. Program Completion Paper: CCRC "Get with the Program: Accelerating Community College Students' Entry into and Completion of Programs of Study" 2012	**Speaker: Carolyn Holcroft** a. This paper has recommendations regarding how colleges can start collecting data for action. Baker cautioned the group to take the information with a grain of salt. This doc is definitely based on certain assumptions. Holcroft directed attention to suggestions for local use, at end of paper. Some interesting ideas and food for though/discussion. Holcroft also distributed FH data from Fall 2011 regarding education goals that our students are declaring when they register.
b. Division Reports	b. History AA-T degree proposal is being reviewed by the division curriculum and should be to this body shortly.
c. Other	c. Please remind your faculty that it is imperative to turn grades in ASAP at conclusion of quarter. Turning in grades late causes huge problems for students. CSUs/UCs have rescinded transfer offers because we don't get grades to them by their deadline. We are also at disadvantage b/c we are on quarter system and finish later so it's important for us to be especially quick. Once grades are turned in via portal, they are only posted or "rolled" once a week which means if they're not turned in immediately it could take an additional week before they make it onto the transcript, and then there's additional processing time for the transcripts to be sent to transfer schools/employers. Can also help students by reminding them to turn in transcript request early (10th week of quarter is good) **Reminder:** GE Colloquium is coming up 5/18.
3. Consent Calendar: GE Applications for 2013-14	**Speaker: Carolyn Holcroft** (Cashmore, Ziegenhorn) Approved. C S 2A and SPED 61.

4. Program Review Templates	**Speaker: Holcroft**
	Holcroft introduced the IP & B developed documents regarding Program Review Committee Draft charge and proposed templates. This information is being distributed in multiple venues to ensure that all stakeholders have opportunity to review and respond.
	• Review PRC charge and proposed process, ask constituents for feedback.
	• Please also look at the lists of programs and review the templates.
	   o Questions about what constitutes a "program," Holcroft noted that there is not a single binding definition and we must clarify our definitions as they pertain to our own processes and procedures. IP&B will be working on this.
	   o Although some of the programs may not have their own heading on template list, every attempt was made to put them under logical headings, usually under the heading of the Office or department that provides supervision.
	   o Please review the templates in reference to your

	program. Of them, you'll have the opportunity to select the one that is the best fit. This is moving quickly so please respond ASAP.
5. Repeatability Update	**Speaker: Carolyn Holcroft** The State Chancellor's Office has provided some information regarding the proposed changes to the repetition and repeatability language in title 5. Must revise our CORs no later than Fall 2012 in order for the changes to become effective Fall 2013. • Repeatability for disability students: repeat is possible as long as the course is specifically designed for students with disabilities, not a "regular" course that accommodates a student with disabilities. • Leveling of courses: language unclear about whether quarter schools may have 4 levels, or six levels (language says six times). CH/KM to get clarification from Chancellor's Office. Important to note that withdrawals and failed attempts count against the six "times." Will clarify and bring back. • 55041: talks about those courses that are repeatable based on UC/CSU requirements – clarification that if UC/CSU requires a course to be repeated, we can also allow the course to be repeated (must document). • A "significant lapse of time" is defined in this document as "no less than 36 months". Must meet specific conditions before allowing student to repeat for recency – please ask for help if you are considering this option. • The curriculum team will write a short reference sheet for direction as soon as BOG approves final language. • In interim, faculty can check their CORs to remind themselves which courses are currently listed as repeatable, and begin to think about alternative ways for students to meet the outcomes/objectives. E.g. will faculty need to create levels? Create separate courses?
6. CLEP Catalog Statement	**Speaker: Carolyn Holcroft** • In front of us is the language for the 2012-13 Catalog. Language approved by consensus to go into the 2012-13 Catalog (Starer, Ziegenhorn). • Reminder that we did agree at last meeting that we don't want to "blanket approve" accepting the CCC-GE CLEP Exam Score Equivalency List. • Clarification that if a student gets their CSU-GE breadth certification from us (Foothill) we are obliged to count and "pass along" any CLEP exams that CSUs accept • Discipline faculty must review CLEP exam list and determine whether they will accept a particular score for credit towards a majors requirement. • Discipline faculty should also collaborate to review the CCC GE CLEP list to determine whether they would support accepting ANY of these exams towards any FH GE area. • As discussions progress and we make decisions, that info can be updated on the web site. • Please have discussions in your divisions and be prepared to take action at the June 6 CCC meeting.
7. SB 1440 Update (Transfer Degrees)	**Speaker: Bernie Day** • Development and implementation of AA-T/AS-Ts have raised huge issues and concerns across all areas on our campus.

	• Our Registrar's Office has been hugely impacted – they must ensure that final course grades AND confirmation of transfer degree completion has been documented on student transcript. Must be done quickly or student may lose benefits guaranteed by AA-T.
	• UCs Transfer Pathways have begun to be developed. They are afraid that if students feel that they have a guarantee to CSUs, they may just go with that rather than attempt to transfer to UCs.
	• Nine CSUs have announced that they will only take transfers with transfer degrees Spring 13. Transfer students will be given priority over "local" students.
	• When creating AA-T, please keep in mind that some TMCs are very broad so faculty must be very mindful when choosing appropriate courses
	   o If too many options and student chooses wrong ones, although student may be accepted for transfer they will be required to take the "missing" lower division courses at the CSU and miss out on chance to take more upper division courses.
	   o Also important to consider UC requirements while reviewing the TMCs to see if it's easy to create something that's appropriate for both.
	   o Please consult with Bernie Day EARLY in the process as you develop transfer degrees.

Atendees: K. Armstrong, J. Baker, F. Cammin, R. Campbell, B. Cashmore, B. Day, I. Escoto, M. Francisco, R. Hartwell, C. Holcroft, K. Jordahl, M. Knobel, D. MacNeil, K. Messina, P. Murray, P. Starer, K. Svetich, V. Villanueva, B. Ziegenhorn
Minutes recorded by: C. Nuñez