

**College Curriculum Committee
Meeting Minutes
Tuesday, October 16, 2012
2:01 p.m. - 3:29 p.m.
President's Conference Room**

| <u>Item</u> | <u>Discussion</u> |
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| 1. Minutes: October 2, 2012 | Minutes approved as written. M/S/C (Armstrong, Fox) |
| 2. Announcements a. Course Compliance Update Reminder b. New Course Proposal c. Succession Planning d. GE Subcommittees | Speaker: Holcroft a. Curr reps requested that the list of courses due for Title 5 compliance review go out again. Nunez will send. b. Introduced a new C S course. Murray commented that the computer science faculty are working on a number of certificates. c. As promised last spring, Holcroft will resign as CCC chair at the end of this academic year. She opined that many current and past CCC reps would be excellent CCC chairs. Please consider this opportunity, and contact Holcroft for more information or questions. d. GE subcommittees: We are in need of volunteers. Reminder that the area realignment project was completed last year so this year, members will be reviewing courses new to GE only (very light workload). Armstrong reminded that Fraknoi volunteered to serve on the Natural Sciences subcommittee. Reps were asked to solicit constituents for volunteers, and they may contact Holcroft, Messina or Nuñez. |
| 3. Report out from Divisions | Speakers: Fox, Hanning, Shewfelt, Armstrong, Pennington, Escoto, Starer BSS: New accounting courses being developed; Title 5 compliance updates are ongoing; Anthropology TMC has been put on hold as Connell is on PDL; Day working with discipline faculty on several other TMC-aligned AA-T degree proposals. BH: Title 5 compliance updates are ongoing; BIOL 8 being proposed to BH curriculum committee for GE area VII, and new course proposal will be coming forward from HORT KA: faculty are leveling courses, creating new courses, KINS AA-T proposal is with Day/Nuñez, Personal Trainer program proposal is progressing. PSME: C S course development progressing, multiple certificates in the pipeline FA: Theatre degree and certificate program in progress; AA-T Studio Art proposal is w/Day/Nuñez; discussions to establish "families" is scheduled; they have initiated conversations w/DA faculty. CN: CNSL 50 is now UC-transferable so they will change the number. Will report to CCC when finalized. LA: preparing non-credit curriculum; Title 5 compliance updates ongoing. |
| 4. Consent Calendar: a. Stand Alone Applications | Speaker: Holcroft MATH 217, VART 51 M/S/C (Starer, MacNeil) approved. |
| 5. Defining Families for Activity Courses across District | Speaker: Holcroft Title 5 defines activity courses as physical education, or visual or performing arts, music and dance. A student may take no more than six courses within any family (and this DOES include withdrawals). The State originally proposed |

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| | <p>defining families very conservatively, such as “all physical ed courses”, “all dance” or “all theatre” and the ASCCC fought hard to have the right to determine families at a local level. Although we currently have this privilege, we need to exercise reason and caution when establishing families. If the State perceives that we are abusing this privilege by creating families too liberally, it will be taken away.</p> <p>After much conversation, CCC decided that the affected discipline faculty (KA and FA) will collaborate with DA faculty to recommend family definitions, and bring them to CCC for discussion and approval at our next meeting on November 6.</p> <p>Cashmore asked for clarification regarding repeatability for disabled students. Courses cannot be “repeatable” but by statute, individual disabled students have the right to repeat courses based on three exceptions. We do allow auditing but the rules are that you had to have taken and passed the class previously and the instructor must give permission.</p> <p>We recognize that this is going to cause issues for students and faculty. Ongoing issue: how is this information going to be publicized to the students? Potentially, they could be shut out of a degree or certificate.</p> |
| <p>6. Determining Equivalent Courses across District</p> | <p>Speaker: Holcroft, Messina</p> <p>The State has recently adopted new, restrictive rules that limit course repetition within each community college district. We must collaborate to develop a list of “equivalent” Foothill and De Anza courses for the purpose of complying with these limitations. After thoughtful discussion, reps agreed to:</p> <ul style="list-style-type: none"> • Facilitate getting FH discipline faculty to sit down and look at De Anza's course catalog/CORs, and compile a list of DA courses that look potentially equivalent to Foothill courses. • The FH reps/discipline faculty will contact the discipline faculty at De Anza, and send them the FH-proposed equivalency list for feedback/discussion. They can do this via email or face-to-face, whatever is easiest for each group. • The CCC reps will facilitate discussions through which the FH and DA discipline faculty can reach consensus. • The FH CCC reps will report back to FH CCC at the November 6 meeting with a progress update, and hopefully give a final report out at the November 20 CCC meeting, by which time we are hopeful that everyone will have reached consensus. <p>Reminder that “equivalence” is not the same as families, reciprocity for general education or majors requirements, etc.</p> |
| <p>7. Minimum Proficiencies for Certificates of Achievement</p> | <p>Speaker: Holcroft</p> <p>PS: Responses from the faculty indicated preference that min competencies should be determined by the faculty responsible for the certificates. They would strongly encourage faculty to consult with the math and English faculty to decide on most appropriate course(s).</p> <p>AL: Cashmore expressed the concern that putting a math or English proficiency will stop students from</p> |

Approved November 6, 2012

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| | <p>continuing. It appears to be another hurdle for some students. She would like to caution against a blanket requirement.</p> <p>ALL: Consensus was reached that Holcroft will write resolution directing discipline faculty to determine the minimum competencies for each certificate on an individual basis, strongly encourage consultation with the Math and English faculty, and direct faculty to update certificate program sheets no later than March 2, 2013. The Resolution will be presented for a first read at November 6, 2012 CCC meeting.</p> |
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Attendees:

Kathy Armstrong (PSME), Judy Baker (Dean), Rachelle Campbell (BH), Bea Cashmore (ALD), Jerry Cellilo (CNSL), Bernie Day (Articulation Officer), Isaac Escoto (CNSL), John Fox (BSS), Marnie Francisco (PSME), Stephanie Franco (Evaluations), Brenda Hanning (BH), Carolyn Holcroft (Faculty co-chair), Kay Jones (LIBR), 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)

Recorded by: C. Nuñez