

College Curriculum Committee  
Meeting Minutes  
Tuesday, March 19, 2013  
2:05 p.m. - 3:34 p.m.  
President's Conference Room

Item	Discussion
1. Minutes: March 5, 2013	Please correct a typo in item #4: misspelled E. Barkley's name. <b>M/S (Starer/Cashmore) Approved.</b>
2. Defining Families for Physical Education Across District	<b>Speakers:</b> Dolores Davison, Susan Gutkind, Carolyn Holcroft, Don MacNeil, Barbara Shewfelt, Kimberlee Messina Gutkind explained that reps from Foothill's KA met with reps from DA's PE and realized that the two groups have perceived different messages about creating "families". DA is basing their decisions on the message from the State PE Association to create as many families as they see fit where we are operating with the message we received from the State Chancellor's office and ASCCC leadership to create a conservative number families but still meet student needs. Holcroft and Davison will bring this back to DA leadership for further discussion. A motion was made to support the seven families previously identified by our Kinesiology & Athletics Division. (Pennington/Francisco) Approved. 1 abstention
3. Announcements a. New Course Proposals b. Report out from Divisions c. Upcoming events	<b>Speaker:</b> Carolyn Holcroft a. New course proposals announced. Please distribute to your constituent groups. b. No division reports. Remind your faculty of the change in due dates for new courses as they need to be to Instruction Office Review by the end of Spring quarter. c. A reminder that ASCCC Spring Plenary is fast approaching. Please plan time review the resolutions coming and make your voice heard. Your representatives will vote and need your opinion by 8:00 a.m. April 18th.
4. Consent Calendar: a. General Education Applications  b. Stand Alone Applications	<b>Speaker:</b> Carolyn Holcroft a. Application for SPAN 10A (Area VI): Francisco asked for clarification regarding the use of the same content from COR listed to satisfy multiple GE criteria. Fox explained that it is very possible in a social science area that one overarching statement from COR could address multiple areas. Is the form doing the job or is it asking for too much redundancy? Committee asked for more information from the SPAN 10A faculty author. Reminded that at last meeting we voted to include room for narrative comments from faculty authors, hoped that this would add clarification to applications. Reps asked to remind faculty to reference each COR section and number specifically as they complete the GE application. Motion to approve the remainder of the Consent Calendar <b>M/S (Cashmore/MacNeil) Approved</b> (GE apps- PHOT 5, THTR 12A, MUS 8, SOC 23, and SA app-APPR 159). b. SA applications for NCEL courses: questions about the titles as they seem confusing. Starer explained that these course titles are very much in keeping with the norm. Comment that need/justification statement could

	also benefit from clarification. NCEL stand alone applications pulled for possible revision by faculty authors.
5. Prerequisites & Content Review Plan	<p><b>Speaker: Carolyn Holcroft</b>          Holcroft amended plan per feedback during last discussion, committee reviewed revisions. We are required to have a plan in place to mitigate disproportionate impact if it is discovered, discussed potential interventions. CCC agreed that the plan should include Supplemental Instruction. Discussed value of adding step before implementation of a new prereq, of collecting research info re: success rates by course for students who have taken prereq classes vs. students that have not. Cellilo mentioned that diagnostic testing might also be used to identify specific issues for students as testing has been refined and developed extensively. Agreed that upon implementation of a new prereq, data re: success and impact will be collected after three years. Holcroft to revise plan accordingly and bring back to committee.</p>
6. Minimum Proficiencies for Certificates	<p><b>Speaker: Carolyn Holcroft</b>          We decided at a previous meeting that we would give the discipline faculty the responsibility to determine appropriate minimum proficiencies for each certificate of achievement. Kuo summarized recently collected data about all certificates (not disaggregated by topic). Cellilo suggested that we ask, "what is necessary for someone achieving a certificate from FH to function in the area for which they are being prepared?" Reps to continue fostering discussion with faculty, and make discipline faculty aware that they can request data about their discipline certificate of achievement from institutional research office.</p>
7. Legislative update	<p><b>Speaker: Bernie Day</b>          SB 440 - (an amendment to SB 1440) proposed, would require CCCs to offer a Transfer degree for every major offered by that district that has an approved TMC <b>AND</b> force CSUs to accept these TMC-aligned transfer degrees <b>in every</b> degree option for approved majors.          AB 51 - This would establish a pilot program to create a model of articulation &amp; coordination between K-12s, CC and CSUs providing students the opportunity to receive education in a STEM area for no more than \$10,000 total cost to the student.          SB 520 - Proposes to require CCCs (and CSUs) to accept credit for certain online courses offered by external (including for-profit) providers.</p>
8. COR/Articulation Update	Day asked reps to share document with constituents. It summarizes recent conversation she had with UC/CSU faculty in which they highlighted issues that make it problematic to articulate our courses. Reminded reps about upcoming COR workshops.
9. New Curriculum Proposal Process	<b>Deferred until 4/16/13</b>
10. CCC 101: Need/Justification	<b>Deferred until 4/16/13</b>

**Atendees:** Kathy Armstrong (PSME), Judy Baker (Dean), Rachelle Campbell (BH), Bea Cashmore (ALD), Jerry Cellilo (CNSL), Dolores Davison (AS President), Bernie Day (Articulation Officer), Isaac Escoto (CNSL), John Fox (BSS), Marnie Francisco (PSME), Stephanie Franco (Evaluations), Susan Gutkin (Dean, KA), Brenda Hanning (BH), Robert Hartwell (FA), Carolyn Holcroft (Faculty co-chair), Kay Jones (LIBR), Marc Knobel (PSME), Elaine Kuo (Research), Don MacNeil (KA), Jean McCarron

*Approved April 16, 2013*

(Instr), Kimberlee Messina (VP, Instruction, Administrator co-chair), Simon Pennington (FA), Katy Ripp (KA), Barbara Shewfelt (KA), Paul Starer (Dean, LA), Kella Svetich (LA)  
**Minutes Recorded by:** C. Nuñez