

**College Curriculum Committee
Meeting Minutes
Tuesday, October 15, 2013
2:09 p.m. - 2:57 p.m.
President's Conference Room**

<u>Item</u>	<u>Discussion</u>
1. Minutes: October 1, 2013	Correction to Susan Gutkind's last name in the distribution list. Moved to approve the minutes as written with one correction (Armstrong/Hanning) M/S. Approved
2. Announcements: a. New Course Proposals b. Report Out from Divisions c. Other Announcements	Speaker: Isaac Escoto, Cori Nunez, Curr Reps a. Escoto introduced New Course Proposals for MUS 11D, 11E, 84B, 84C, PHT 63, RSPT 82, 83, 84, 85, 86, 87A, 87B, 88 and SPAN 31. b. Division Reports: <ul style="list-style-type: none"> BH: allied health programs are working on removing program prereqs and working on new course prereqs. LA: SPAN ADT is in the works and should be done as soon as tomorrow. Escoto reminded everyone that distribution of the Communiqué is a great way to keep all faculty informed about the items being discussed at CCC. c. Other Announcements: <ul style="list-style-type: none"> Núñez introduced Shawna Aced as the interim Curriculum & Scheduling Assistant. the new Curriculum Committee web page is up and can be found under "Faculty & Staff" heading at www.foothill.edu/staff/Curriculum. After a suggestion in CCC, if any comments are written in the comment box on the bottom of the CORs by the reviewer in submissions, the comments will now appear in the auto-email that notifies the owner/editor that the COR has moved from one approval status to the next. Thank you Holcroft for the suggestion.
3. Consent Calendar a. Stand Alone Forms b. Transfer Degrees (ADTs)	Speaker: Isaac Escoto a. SA forms- GIST course clarification: what program are they supporting? The Need statement should have some CTE statistics. Pull GIST SA forms for more work. Cellilo suggested that the courses might want to change the titles as well. b. Barry Russell has strongly urged all colleges to get all our ADT applications in by the end of December. Motion to approve the following ADT applications: Computer Science, Geography, Physics and Studio Arts (Hartwell/Francisco) M/S. Approved. Note: Núñez will forward these applications to the FHDA Board for approval on the next available agenda.
4. CCC Working Topics for 2013-14	Speaker: Isaac Escoto Escoto introduced the working topics document and discussed suggestions for future items. Svetich suggested possibly reviewing the GE forms with possible revisions. There was discussion last year that these forms were problematic. Another suggested topic is a discussion about realigning our local GE with IGETC for FH use. Day: commented that some difficulties might be that the IGETC & CSU GE calendar is different from FH.
5. Division CC Processes	Speaker: Isaac Escoto

	<p>The CCC had discussions last year about the pros and cons of continuing our current process for curriculum approval. To that end, the CCC Team has suggested that each division provide a short presentation about their division's processes. Information regarding the participants, how often the meetings occur, how the minutes are recorded, how interdisciplinary courses are handled, etc. Escoto will send email with these suggestions to all the reps for reference. Please be prepared to provide your division presentation at the Nov. 5th CCC meeting. Escoto will be asking someone to provide a presentation regarding the Brown Act requirements. At the Curriculum Institute in July, the adherence to the requirements seemed to be a hot topic. It has been suggested that we might be able to get someone from the State Academic Senate to present the information but assist us in finding the best way to incorporate the guidelines into our process. By presenting our division cc information while the presenter is with us, they might be able to contribute other ideas or make suggestions on how we might improve what we do. The suggestion was made that we compose a list of questions and/or topics for them to cover.</p>
6. Other:	<p>Murray suggested that we might want to have someone come in to speak to the transfer issues that our students are facing. He has heard that students are being admitted to campuses but are not able to take "core" courses as the programs are impacted.</p>

Attendees: Shawna Aced (Curr & Scheduling), Michaela Agyare (LIBR), Kathy Armstrong (PSME), Rachelle Campbell (BH), Bea Cashmore (ALD), Jerry Cellilo (CNSL), Dolores Davison (AS President), Bernie Day (Articulation Officer), Teresa de la Cruz (Articulation), Isaac Escoto (Faculty Co-Chair), Konnilyn Feig (BSS), Marnie Francisco (PSME), Stephanie Franco (Evaluations), Hilary Gomes (FA), Susan Gutkind (Dean, KA), Brenda Hanning (BH), Robert Hartwell (FA), Kay Jones (LIBR), Marc Knobel (PSME), Allison Lenkeit Meezan (BSS), Peter Murray (Dean, PSME), Barbara Shewfelt (P E), Paul Starer (Dean, L A), Kella Svetich (L A)

Recorded by: C. Nuñez