College Curriculum Committee
Meeting Minutes
Tuesday, June 16, 2020
2:00 p.m. – 3:30 p.m.
Meeting held virtually via ConferZoom

Item	Discussion
1. Minutes: June 2, 2020	**Approved by consensus, with amendment.** *See item 19 for details.*
2. Minutes: June 9, 2020	**Approved by consensus, with amendment.** *See item 19 for details.*
3. Report Out from Division Reps	**Speaker: All** PSME: Finished Title 5 updates; have begun to agendize work for the fall. Apprenticeship: Finalizing Title 5 updates; held an election for next year's rep—Murphy will be returning! Bio Health: Finalizing Title 5 updates; Pharmacy Technician dept. made extensive COR revisions, are creating entry- and advanced-level certificates. BSS: Finalizing Title 5 updates; LINC dept. submitting a lot of new courses. Counseling: Andy Lee and Martiza Jackson Sandoval will be next year's reps. Fine Arts: Finished Title 5 updates; Music Technology dept. updating disciplines. Kinesiology: No updates to report. Language Arts: Finalizing Title 5 updates; made significant changes to some honors CORs. Library: Library developed a webpage of anti-racism resources, incl. links to e-books and streaming videos. SRC: Finalizing Title 5 updates.
4. Announcements 　a. New Course Proposals	**Speakers: CCC Team** The following proposals were presented: LINC 411, 412, 413, 414, 415, 416, 417. Please share with your constituents. No comments.
b. Notification of Proposed Requisites	New requisites for ENGL 1BH & 1CH, to go into effect for fall 2020 quarter (coinciding with removal of the honors prereq). Please share with your constituents. No comments.
c. CCC Meeting Dates for 2020-21	Meeting dates for the 2020-21 year have been scheduled. CCC will continue to meet every other Tuesday, from 2:00-3:30 p.m.; we hope to be able to return to the President's Conference Room sometime next year! Note that dates are still tentative and subject to change; Vanatta will send Outlook invitations in August/September.
d. Curriculum Institute Virtual Conference	The Curriculum Institute has been shifted to a virtual conference. The cost is now $200 per attendee—much more accessible. Starer noted the lower cost is an opportunity to increase our attendance. Strongly encouraged reps to attend, noting that Instruction is happy to work with faculty, if cost is an obstacle.
e. Bio-Health Diversity and Inclusion	The CCCCO has approved the Bio-Health Diversity and Inclusion

Leadership Certificate Approval	Leadership Certificate of Achievement!

5. Consent Calendar
  a. Streamlined Certificates of
    Achievement
	Speaker: Eric Kuehnl
	The following certificates were presented: Early Childhood Education Fundamentals, Early Childhood Special Education, Elementary After Care Education (BSS). These certificates were submitted using the streamlined process CCC approved in 2018; all are currently non-transcriptable certificates and will be submitted to the CCCCO as certificates of achievement if approved. No comments.
	
	Motion to approve **M/S** (Tuttle, Venkataraman). **Approved.**

6. New Program Application: Online and Blended Instruction Certificate of Achievement	**Speaker: Eric Kuehnl** Second read of new Online and Blended Instruction Certificate of Achievement. No comments. Motion to approve **M/S** (Tuttle, Meneses). **Approved.**
7. New Program Application: Cloud Computing Certificate of Achievement	**Speaker: Eric Kuehnl** First read of new Cloud Computing Certificate of Achievement. No comments. PSME rep informed the group that students have already completed the courses for this certificate and division would like to be able to award certificates to these students as soon as possible, apologizing for the late request. Division requested suspension of rule requiring two reads so that this, as well as items 8-11, may be voted on today instead of having to wait until fall. Motion to suspend rule requiring two reads for items 7-11 **M/S** (Francisco, Serna) **Approved.** Motion to approve items 7-11 **M/S** (Francisco, Serna). **Approved.**
8. New Program Application: Software Development in C++ Certificate of Achievement	**Speaker: Eric Kuehnl** First read of new Software Development in C++ Certificate of Achievement. No comments *See item 7 for motion/approval details.*
9. New Program Application: Software Development in Java Certificate of Achievement	**Speaker: Eric Kuehnl** First read of new Software Development in Java Certificate of Achievement. No comments. *See item 7 for motion/approval details.*
10. New Program Application: Software Development in Python Certificate of Achievement	**Speaker: Eric Kuehnl** First read of new Software Development in Python Certificate of Achievement. No comments. *See item 7 for motion/approval details.*
11. New Program Application: Advanced Software Development Certificate of Achievement	**Speaker: Eric Kuehnl** First read of new Advanced Software Development Certificate of Achievement. No comments. *See item 7 for motion/approval details.*
12. Program Deactivation: Field Ironworking Certificate of Achievement	**Speaker: Eric Kuehnl** Second read of deactivation of Field Ironworking Certificate of Achievement. No comments. Motion to approve **M/S** (Murphy, Tuttle). **Approved.**
13. Stand Alone Approval Request: APSM 123	**Speaker: Eric Kuehnl** Second read of Stand Alone Approval Request for APSM 123. No comments. PSME rep mentioned comments from previous meeting, questioning the

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<td>need for Stand Alone process for courses that are UC transferable, such as THTR 7 [item 18]—unsure why such courses wouldn't automatically be approved. Requested larger discussion on the topic. Noted unusual to see non-CTE/workforce courses listed as Stand Alone. Kuehnl noted Stand Alone form required by the state; Vanatta clarified we are required to have a local approval process for Stand Alone, and CCC created the form as part of our process. Kuehnl explained that all courses not included on a degree/certificate need Stand Alone approval. PSME rep suggested we waive need for certain courses (e.g., UC transferable) to submit Stand Alone form. Vanatta mentioned that Stand Alone form questions will be embedded within CourseLeaf, and suggested CCC consider setting up parameters for certain courses to bypass those questions in the system.

Holcroft noted the intention of the process is that the college is strongly cautioned against offering Stand Alone courses. We are supposed to use a rigorous process to determine that each Stand Alone course is needed. Believes it could be an issue if we automatically approve them without review. Fine Arts rep noted that, for ART 15D [item 14], the dept. did review its place within current programs and determined it no longer fits within programs. Course is still relevant for certain students, for transfer purposes. Other Fine Arts rep noted that just because a course is transferable doesn't mean it is major or GE applicable—may just transfer as elective credits. Agreed that Stand Alone process is to ensure rigorous review of courses.

Starer agreed with importance of further discussion on this topic and encouraged the group to continue it next year; Gilstrap agreed. Kuehnl will add it to the list of topics for 2020-21.

Group agreed to vote on all Stand Alone requests as one motion. Motion to approve items 13-18 M/S (Murphy, Chan). Approved. 1 abstention for item 14, and 1 abstention for item 18</td>
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<td>14. Stand Alone Approval Request: ART 15D</td>
<td>Speaker: Eric Kuehnl
Second read of Stand Alone Approval Request for ART 15D. No comments.

See item 13 for motion/approval details.</td>
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<td>15. Stand Alone Approval Request: LINC 82B</td>
<td>Speaker: Eric Kuehnl
Second read of Stand Alone Approval Request for LINC 82B. No comments.

See item 13 for motion/approval details.</td>
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<td>16. Stand Alone Approval Request: LINC 82C</td>
<td>Speaker: Eric Kuehnl
Second read of Stand Alone Approval Request for LINC 82C. No comments.

See item 13 for motion/approval details.</td>
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<td>17. Stand Alone Approval Request: LINC 87</td>
<td>Speaker: Eric Kuehnl
Second read of Stand Alone Approval Request for LINC 87. No comments.

See item 13 for motion/approval details.</td>
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<td>18. Stand Alone Approval Request: THTR 7</td>
<td>Speaker: Eric Kuehnl
Second read of Stand Alone Approval Request for THTR 7. No comments.

See item 13 for motion/approval details.</td>
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<td>19. Discuss E&E Council Concerns about Honors Prerequisite Resolution Process</td>
<td>Speaker: Hilary Gomes
Many guests from Equity & Education Council present for discussion. Gomes began by acknowledging her own privilege as a white woman. Gomes is a faculty rep for E&E and was asked to bring concerns from that</td>
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group to CCC. E&E had an equity-minded conversation about CCC's approval of the removal of the honors prereq. E&E believes CCC delayed the topic when it was originally presented by Honors Institute co-directors Susie Huerta and Voltaire Villanueva, and only accepted the prereq removal when issue presented by Scott Lankford.

Gomes read emailed remarks from Huerta. Huerta has personally observed that the work of people of color and/or women on campus doesn't seem to garner same level of attention as work by men and/or white people. Huerta expressed thanks for everyone who worked with her and Villanueva on the issue, incl. ad hoc committee, noting she is glad Lankford's work as chair helped result in institutional change. Huerta stated that conversation about access has been happening long before committee was convened, incl. conversation about removing the honors prereq. Huerta pointed out that eliminating the prereq is one of many moves that chip away at traditional barriers—these moves can be tough to propose and take time. Huerta noted that purpose of committee was to bring multiple stakeholders together to discuss—she and Voltaire were members but wanted to take a backseat and make space for collaboration. Huerta believes committee worked out the best way to make change for the program.

Subramaniam thanked Gomes for reading Huerta's email; he is also on E&E and wanted to share his perspective. Noted that CCC is very process- and rule-driven, partly because of state rules. There is a lot of conversation on campus and country-wide around race; suggested CCC step back and examine our own unconscious bias around how we make decisions. Believes this is a good example, noting that last year Debbie Lee and Villanueva brought the same information to CCC, which was received differently than when Lankford brought it this year. Asked the group to be more mindful about how it receives information, moving forward.

Counseling rep recalled a lot of disharmony around honors in the past, and believes that the process of the ad hoc committee and the way their information was presented was clearer. Noted appreciation of their work to give CCC a better rationale and understanding of "why". Stressed belief that our curriculum is not diverse and that we have very little that draws attention to our under-represented students. Applauded the outcome of the honors prereq conversation but believes we need to look at our curriculum closely to ensure it is more diverse and not so Euro-centric, so that our students feel like they belong.

Fine Arts rep attended a brown bag session last week around equity, curriculum, accessibility, and open source. Acknowledged reviewing curriculum an arduous task, but worthwhile; plans to review own curriculum over the summer with this lens. Would also like CCC to address concerns from ASFC. Student guest Jayme Albritton is part of Umoja program and has recently spoken up about lack of support for African-American students on campus; believes Umoja and Puente are great resources for those who choose to enroll but that it can be very limiting in other classes that don't include topics such as social justice in their curriculum. Noted that every field is going to have diverse groups, and that groups are stronger when they're more diverse. Stressed that learning about diverse issues is currently a choice because education frequently doesn't include it.

Kuehnl thanked Gomes for driving the conversation and stepping up to present the concerns from E&E. Looks forward to continuing the conversation next year. Starer asked for amendment to meeting minutes for June 2nd and 9th, to honor the work of Huerta, Lee, and Villanueva, and thank them for their work on this topic.

		Motion to approve **M/S** (Meneses, Schultheis) **Approved.** Vanatta will amend the minutes, accordingly.
20. Update Distance Learning Application		**Speaker: Eric Kuehnl** Continuing discussion from previous meeting. Ongoing topic of updating our Distance Education addendum. PSME rep mentioned information from Academic Senate; believes we are out of compliance because we don't include student-to-student contact or ADA compliance. Asked if all courses currently DE approved will need resubmitted after we revise addendum, to ensure compliance, or if we will wait and resubmit those courses when they are up for Title 5 review (which has been done in the past, in similar situations). Concerned about workload. Kuehnl stated that current mandate from CCCCO asks us to approve only those courses without existing DE approval. PSME rep agreed that this is the case re: the emergency DE situation but noted this would result in courses which are already DE approved being out of compliance. Starer noted we have been out of compliance for a while; would like to address the issue as soon as possible but understands it will likely not be able to happen in the fall; Lisle agreed. Kuehnl will be working on Senate-related issues over the summer, with this as top priority so CCC can move quickly in the fall. Looking for feedback, specifically about student-to-student contact and ADA compliance. PSME rep noted that Math dept. has a document they include on their DE addenda, which they have discussed revising to include student-to-student contact; asked if they should continue such discussions—yes.
21. Revisiting Local Policy Requiring "C" Grade or Better for Major Courses		**Speaker: Eric Kuehnl** Continuing discussion from previous meeting. Another ongoing topic, which will likely continue next year. PSME rep asked about intention—Kuehnl responded: to shed light on why policy exists at Foothill, and what the implications are (e.g., transfer) if it is revised/removed; to discuss and determine if we want to continue to have this policy in place. Gilstrap noted that if policy is changed to allow Pass grades for major courses, our course catalog needs revised to state that Pass is equal to C grade or higher. Current catalog doesn't state that Pass is equal to any specific letter grade. Also noted that students are allowed to apply max of 16 units to associate degree, for courses taken for P/NP.
22. Paul's Point of Personal Privilege		**Speaker: Paul Starer** This is Starer's last meeting as CCC co-chair. Noted that much of his work as AVP of Instruction is behind-the-scenes, and he has really enjoyed working with CCC. Shared personal comments and strongly encouraged the group to be innovative in making education more accessible for more groups and types of students, and to be open to new and radical ways of thinking. Thanked the group. Kuehnl thanked Starer on behalf of CCC for his work as co-chair.
23. Good of the Order		
24. Adjournment		**3:22 PM**

Attendees: Micaela Agyare (LIBR), Jayme Albritton (student), Chris Allen (Dean, APPR), Anthony Cervantes (Dean, Enrollment Services), Melissa Cervantes (Dean, Equity), Stephanie Chan (LA), Mark Ferrer (SRC), Valerie Fong (Acting Dean, LA), Marnie Francisco (PSME), Donna Frankel (KA), Evan Gilstrap (Articulation Officer), Hilary Gomes (FA), Carolyn Holcroft (Equity), Kurt Hueg (Dean, BSS), Marc Knobel (PSME), Eric Kuehnl (Faculty Co-Chair), Debbie Lee (Acting Dean, FA & KA), Kristy Lisle (VP Instruction), Lisa Ly (Institutional Research), Dokesha Meacham (CNSL), Allison Meezan (BSS), Ché Meneses (FA), Brian Murphy (APPR), Teresa Ong (AVP Workforce), Ron Painter (PSME), Lisa Schultheis (BH), Lety Serna (CNSL), Matt Stanley (KA), Paul Starer (Administrator Co-Chair), Ram Subramaniam (Dean, BH & PSME), Kella Svetich (LA), Nick Tuttle (BSS), Mary Vanatta (Curriculum Coordinator), Priya Vasu (student), Anand Venkataraman (PSME), Voltaire Villanueva (Honors Institute)

Minutes Recorded by: M. Vanatta