

**College Curriculum Committee  
Meeting Minutes  
Tuesday, January 24, 2023  
2:00 p.m. – 3:30 p.m.  
Administrative Conference Room 1901; virtual option via Zoom**

| Item  | Discussion  |
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| 1. Minutes: November 29, 2022   | <b>Approved by consensus.</b>   |
| 2. Report Out from Division Reps  | <p><b>Speaker: All</b><br/>STEM: Painter shared that division CC met today and approved two new course proposals.</p> <p>SRC: No updates to report.</p> <p>LRC: Agyare shared the Library has a new database recommended by Theatre Arts dept., which contains recordings of theatrical productions and related interviews/resources.</p> <p>Fine Arts: Gough noted new ADT proposal on agenda. Gomes mentioned upcoming addition to Art course families.</p> <p>KA: No updates to report.</p> <p>BSS: Meezan noted new ADT on agenda.</p> <p>Counseling: Lee encouraged folks to reach out with any counseling-related questions for themselves or their students. Reminded the group about Quick Questions option (phone or Zoom, first-come first-serve).</p> <p>Language Arts: Armerding shared that Spanish dept. considering updating local Spanish AA degree to align with ADT.</p> <p>Apprenticeship: No updates to report.</p> <p>Vanatta mentioned currently working with Marketing to set timeline for creation of 2023-24 catalog, and should have curriculum sheet deadline figured out soon. Will likely be similar to last year's deadline, mid-April.</p> |
| 3. Public Comment on Items Not on Agenda  | No comments.  |
| 4. Announcements<br>a. New Course Proposals<br><br>b. Notification of Proposed Requisites<br><br>c. CCCCO Memo Re: AB 1705 Implementation | <p><b>Speakers: CCC Team</b><br/>The following proposals were presented: ETHN 1H, 2H, 3H, 5H; MATH 33; THTR 49E, 49F. No comments.</p> <p>New corequisites and prerequisites for SOC 50A, 50B (new courses for 2023-24); new prerequisite for V T 85 (eff. 2023-24). No comments.</p> <p>Kuehnl noted this is a recent memo re: implementation of AB 1705 legislation. Fong shared that this morning deans met with folks from Institutional Research, Testing, and Counseling, to discuss potential impacts for Foothill. Plan to attend upcoming webinar to ask some questions mostly re: math.</p>   |
| 5. New Certificate Proposal: Ethnic Studies   | <p><b>Speaker: Eric Kuehnl</b><br/>Proposal for new Ethnic Studies Certificate of Achievement. No comments.</p> <p>Motion to approve <b>M/S</b> (Kaupp, Bissell). <b>Approved.</b></p>  |

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| <p>6. New Certificate Proposal: Spanish</p>   | <p><b>Speaker: Eric Kuehnl</b><br/>         Proposal for new Spanish Certificate of Achievement. No comments.</p> <p>Motion to approve <b>M/S</b> (Jenkins, Kaupp). <b>Approved.</b></p>   |
| <p>7. New Degree Proposal:<br/>         Communication Studies 2.0 ADT</p>   | <p><b>Speaker: Eric Kuehnl</b><br/>         Proposal for new Communication Studies 2.0 ADT. Vanatta explained we are required by the state to create this new ADT, which will replace the existing Communication Studies ADT.</p> <p>Motion to approve <b>M/S</b> (Lee, Bissell). <b>Approved.</b></p>   |
| <p>8. New Certificate Application:<br/>         Research, Design and<br/>         Development for Global Good</p> | <p><b>Speaker: Eric Kuehnl</b><br/>         Second read of new Research, Design and Development for Global Good Certificate of Achievement. Vanatta noted TOP Code on narrative has been updated since first read, to match LMI. Parikh voiced concerns, noting although LMI indicates undersupply of jobs, Table 11 shows 97% of recent job postings require bachelor degree or higher; unclear how this cert. will help with this situation. Meezan shared that she and Jenkins tried to arrange meeting between Parikh, Kas Pereira (LINC faculty creating cert.), and a few others, but given finals and the holidays it hasn't happened yet. Believes direct conversation will be useful, so Pereira can provide details about the LINC program. Requested application be tabled until after meeting has occurred.</p> <p>Motion to table application <b>M/S</b> (Meezan, Parikh). <b>Approved.</b></p> |
| <p>9. New Degree Application: Social<br/>         Work and Human Services ADT</p>                                 | <p><b>Speaker: Eric Kuehnl</b><br/>         First read of new Social Work and Human Services ADT. Gibbs provided background, noting that for many years former faculty members wanted to create this type of degree but were prevented from or unable to do so. One of whom was Lois McCarty, and the other Leroy Martin. Dedicated ADT to Leroy Martin and thanked colleagues on campus who helped in its creation.</p> <p>Second read and possible action will occur at next meeting.</p>  |
| <p>10. Stand Alone Applications: JRNL<br/>         22B, 53A, 53B, 60, 61, 62, 64, 70R<br/>         series</p>     | <p><b>Speaker: Eric Kuehnl</b><br/>         First read of Stand Alone Approval Requests for JRNL 22B, 53A, 53B, 60, 61, 62, 64, 70R series. Vanatta noted these are existing courses, originally approved for temporary Stand Alone as the faculty had planned to create a degree/certificate. That did not come to fruition, so courses now need permanent approval. Noted this doesn't prevent courses from being incl. in a degree/cert. in the future.</p> <p>Second read and possible action will occur at next meeting.</p>  |
| <p>11. Stand Alone Applications: SOC<br/>         50A, 50B</p>  | <p><b>Speaker: Eric Kuehnl</b><br/>         First read of Stand Alone Approval Requests for SOC 50A, 50B. Each will be temporarily Stand Alone and included in the new Social Work and Human Services ADT.</p> <p>Second read and possible action will occur at next meeting.</p>  |
| <p>12. Equity in the COR</p>  | <p><b>Speaker: Eric Kuehnl</b><br/>         Continuing discussion of draft of guidelines document for faculty to use when creating/updating CORs from an equity perspective. Based on comments/suggestions made at the previous CCC meeting, CCC Team updated draft to move details about issues/goals from Equity Action Plan to the References section and add definition of "epistemology." Additionally, definitions list updated to alphabetical order, and missing sources added; paragraph at top of page 4 expanded.</p>   |

Kuehnl explained goal is for CCC to have document finalized/approved by end of winter quarter, to forward to Academic Senate for review/ approval. Morriss commented on decision to move details about issues/ goals from page 1 to end of document, disagreeing that language sets a negative tone; believes moving this info in effect marginalizes it. Asked the group for details about discussion at previous meeting. Kaupp recalls discussion was related to folks wanting to set the tone of how we can do better (vs. how we've been "bad" in the past). Parikh added that CCC doesn't have option to edit language used in issues/ goals, so suggestion was to move them off page 1. Morriss suggested that since full text of issues/goals is a "word wall" we include pertinent details on page 1, instead of full language.

Bissell commented that by listing all/some of this language at end of document, the reader has to scroll down to read the full info. Kaupp suggested coming up with language which strikes balance between stating we're moving forward and acknowledging issues. Parikh suggested we paraphrase issues/goals to include on page 1, which will enable us to set specific tone, and maintain full details from Equity Action Plan at the end. St. Onge-Cole commented that for students it's powerful to see that "negative" issues being recognized and addressed; believes we need to acknowledge we've made mistakes. Parikh concerned some faculty disagree that we've made mistakes, who may be uninterested in moving forward if document sets reprimanding tone. Discussion occurred re: discomfort as a motivator for moving forward— some members believe it can be helpful/necessary; others concerned it will discourage faculty who are already less likely to engage in process.

Meezan asked if document/process will be required for all CORs and made policy; believes intent is important for CCC to know as we create document. Kuehnl doesn't believe it will be a requirement, noting that mandating a process could result in certain issues; doesn't believe any sort of equity review of CORs is planned. Morriss suggested we imagine how a specific audience might feel when reading document, especially students. Parikh again expressed concern that a more "negative" tone might result in not reaching important group of faculty who aren't already inclined to update CORs with an equity lens; believes those who want to go through this process will do so, regardless of tone, and it's those who are hesitant whom we need to consider the most.

Schumacher commented on the opening statement on page 1, and the following paragraph, describing them as very bold. Expressed concern that we are thinking about how to frame systemic racism in a more palatable way. Jenkins suggested page 1 first state what's inspiring document, then acknowledge we still have certain issues (incl. specifics), and finish by outlining how we're going to tackle resolving these issues.

Kuehnl noted we have just three meetings to get document finalized before official review/voting, in order to meet the goal of forwarding to Academic Senate by end of winter quarter. Thus, we should use meeting time to actively update/refine document; believes using breakout groups, each of which focuses on a specific section of document, is the best plan of action. Kuehnl is trying to identify CORs which have already been updated with an equity lens, to use as examples—hasn't had much luck, yet. Vanatta noted CCC Team plans to ask folks in Office of Equity and Inclusion to review Definitions section.

Approved, February 7, 2023

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|                       | CCC members broke out into small groups of 4-5 (online and in person) for 25 minutes. One group focused on setting tone/intent of document and determining how to best incorporate Equity Action Plan details; other groups focused on COR-specific sections. Kuehnl asked groups to send their notes to him and Vanatta so document can be updated for next meeting. |
| 13. Good of the Order |   |
| 14. Adjournment       | <b>3:31 PM</b>  |

**Attendees:** Micaela Agyare\* (LRC), Chris Allen (Dean, APPR), Ben Armerding (LA), Jeff Bissell\* (KA), Valerie Fong\* (Dean, LA), Patricia Gibbs (BSS), Hilary Gomes (FA), Tom Gough\* (FA), Julie Jenkins\* (BSS), Ben Kaupp\* (SRC), Eric Kuehnl\* (Faculty Co-Chair), Andy Lee\* (CNSL), Don Mac Neil (KA), Ana Maravilla\* (CNSL), Allison Meezan\* (BSS), Patrick Morriss\* (STEM), Brian Murphy (APPR), Ron Painter\* (STEM), Sarah Parikh\* (STEM), Chrissy Penate\* (LRC), Amy Sarver (LA), JP Schumacher (Dean, SRC), Jenn Saldana\* (guest), Shaelyn St. Onge-Cole\* (HSH), Ram Subramaniam\* (Administrator Co-Chair), Mary Vanatta\* (Curriculum Coordinator)

\* Indicates in-person attendance

**Minutes Recorded by:** M. Vanatta