

C C C

, 19, 2019  
2:00 . . 3:30 . .  
8330

D

1. Minutes: March 5, 2019 2. Report Out from Division Reps	A . : A Bio Health: Planning to remove HORT 10 from Foothill GE list; working on Title 5 list.  Counseling: Working on Title 5 list; continuing work to condense curriculum overlap.  Language Arts: Creating new noncredit courses related to AB 705.  Library: No updates to report.  PSME: Computer Science dept. working on eight new certificates of achievement.
---	---

*Approved, April 23, 2019*

courses that use OER materials or low-cost textbooks; we indicate this on the class schedule. Low-cost means \$40 or under—benchmark set by De Anza. Starer will be emailing faculty to gather information regarding which classes should be identified as OER on schedule. PSME rep asked how low-cost is determined for sequential courses,

	<p>90E, 90K, 90L; KINS 82, 84; MATH 42; MUS 2F; PHOT 78A; POLI 54H; R T 71.</p> <p>No specific discussion occurred regarding any individual course.</p> <p>BSS rep requested to discuss idea of revisiting policy on course currency, specifically CCC's authority to deactivate a course outside of division CC purview. Shared belief that the intent of the policy was to provide accurate info to counselors and others regarding whether a course will be offered. Armerding agreed that this is an important topic and would like to bring it for discussion in spring quarter. Starer noted opinion that the number of exemption requests belies the intent of the policy.</p> <p>Group declined to pull any courses to not include in vote. Motion to approve / (Venkataraman, Cembellin). <b>A</b> .</p>
--	---

8. Temporary Program Creation Process

**: B A**

Second read of temporary process and accompanying Feedback Form for New Programs. Process Steps document has been updated since first read, to add a notation in Step 1 regarding involving deans from all divisions associated with program. Armerding followed up with the governance groups listed in Step 2 regarding the feedback process (re: suggestion to use workgroups/subcommittees) and has yet to hear back—would like to wait for their responses before changing feedback aspect of the process, but CCC may move forward in approving policy, as is.

Motion to approve / (

**█**

Testing Center may be used for CBE—general consensus is no. Counseling reps expressed strong opinion that if a course listed in catalog as available for CBE, it should be offered as CBE by any instructor teaching it. Armerding suggested updating language on process to make these points very clear. Day noted concern that no deadlines regarding catalog listed on process; Armerding mentioned follow-up with Marketing about 2019-20 catalog and was told that a list of courses needs to be submitted in April to be included. Counseling rep noted language on process to notify Admissions & Records to make updates to CBE list and asked who that person is; Day suggested adding to process to notify Instruction Office, as well. Vanatta mentioned that A&R “owns” section of the catalog that includes CBE info; expressed concern that reps might send updates to her and forget to send to A&R, which would result in list not being updated.

Armerding mentioned discussion with Marketing regarding adding Spanish courses to CBE list for spring 2019 quarter—Marketing indicated can quickly set up website for list of CBE courses, but would need approval of VPI Kristy Lisle to publish catalog addendum. Armerding noted unsure if website is sufficient to satisfy legal requirement to publish CBE list in catalog, but it would satisfy the intent of the law which is to clearly communicate to students which courses are available for CBE.

Group agreed to bring process back for a third read before considering for approval. Will be discussed further during spring quarter.

**: B A**

Second read of resolution re: Auto-Awarding Degrees and Certificates. Document has been updated since first read. Armerding noted significant shift in CA governor’s budget, regarding potential funding benefits of awarding degrees/certificates. Additionally, state having difficulty tracking awards for allocation of funds. Followed up with colleges who have already adopted auto-awarding processes but hasn’t heard back yet. However, noted that this is a resolution to indicate support, so these considerations should not necessarily put a stop to passing resolution. BSS rep asked for specifics on concerns—some groups may be impacted (e.g., international students), which is addressed on document; level of work needed to implement any auto

10. Auto-awarding Degrees/Certificates

*Approved, April 23, 2019*

has not received specific feedback. BSS rep noted importance of encouragement being at the heart of student success; agreed that we should not implement something strictly because of funding impacts, especially considering state budget in flux.

Bio Health rep suggested using “auto-informing” language, as “auto-awarding” suggests the degree/certificate would be awarded without necessarily notifying the student. PSME rep asked who would be notifying the student—Armerding noted

	<p>ESLL 26 came to mind. PSME rep noted concern of implementing onerous process for a situation like recent deactivations due to AB 705, when deactivations are beyond control of the division. Armerding clarified not suggesting creation of a form, but more of a report-out process, such as via the Communiqué.</p> <p>Day noted our unique curriculum process; shared opinion that even if dept. doesn't think others across campus might be interested in learning of a deactivation, there is value in such open communication. Language Arts rep agreed with open communication, in general, especially when a dept. mentions another dept./division on a form/paperwork they've submitted.</p>
12. Good of the Order	
13. Adjournment	<b>3:31</b>

**A** : Ben Armerding (Faculty Co-Chair), Zachary Cembellin (PSME), Stephanie Chan (LA), Bernie Day (Articulation Officer), Kimberly Escamilla (LA), Valerie Fong (Acting Dean, LA), Marnie Francisco (PSME), Evan Gilstrap (CNSL), Allison Herman (LA), Rosa Nguyen (PSME), Ron Painter (guest—