

DE ANZA COLLEGE  
CURRICULUM COMMITTEE MINUTES

Tuesday, October 1, 2024

2:30pm - 4:00pm

Location: Staff Development Lab – MLC 243

**PRESENT:**

Mike Appio (AT)  
Bob Kalpin (BH)  
Marco Marquez (CA)  
Mike Appio (CB)  
Sridevi Lakshmanan (DS)  
Ryan Chu (DASG)  
Hua-Fu Liu (IC)

Joe D’Agostino (PE)  
Vinh Kha Nguyen (PS)  
Ramona Gabriel (SS)  
Thomas Ray (Division Dean Rep.)  
Betty Inoue (ST)  
Christa Steiner (Articulation Officer)

Sukhjit Singh (Faculty Co-Chair, tie-  
vote)  
Zack Judson  
(Faculty Vice Chair – nv,  
Content Review Liaison - nv)  
Mary Clark-Tillman  
(Curriculum Coordinator - nv)  
Mi Chang (Curriculum Secretary - nv)

**ABSENT:**

Sam Bliss (Administrative Co-Chair, tie vote)

**GUESTS:**

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1. **Approval of today’s agenda – APPROVED** – (M/S/C—Appio/Kalpin) – as presented.
  - a. Add Other Business item h – “De Anza General Education – FYI”
2. **APPROVAL OF MINUTES:**
  - a. June 18, 2024, Minutes – **APPROVED** – (M/S/C—Kalpin/Inoue) – as presented.
3. **CONSENT CALENDAR:**
  - a. **APPROVED, effective Fall 2025:**  
 Effective fall 2025  
 To: Curriculum Committee  
 Date: 6/21/24  
 Re: CHEM 1A, CHEM 1AH and CHEM 30B Prerequisite Change, effective fall 2025  
  
 Add "with a grade of C or better" to the listed prerequisites for both of these courses  
  
 - signed by Brendan Mar  
 - signed by Mehrdad Khosravi
  - b. **APPROVED, effective Fall 2025:**  
 Effective fall 2025  
 To: Curriculum Committee  
 Date: 6/19/24  
 From: Farideh Dada

DRAFT

Re: Request to postpone courses from fall 2025 to 2026 so that additional noncredit courses and a noncredit certificate can be started

I am requesting to postpone JOUR 61A course and its mirrored noncredit course, JOUR 361A, from Fall 2025 to 2026 in order to initiate additional noncredit courses and a noncredit certificate.

Also, JOUR 61B and JOUR 61C were due fall 2025, but their noncredit courses need to be initiated and included in the noncredit certificate.

A postponement will help initiate additional noncredit courses and a noncredit certificate by 2026.

Thank you!

- signed by Farideh Dada
- signed by Thomas Ray

c. **APPROVED, effective Fall 2025:**

Effective fall 2025

To: Curriculum Committee

Date: 6/4/24

Re: Delete courses effective fall 2025

Delete:

KNES 30A  
KNES 30B  
KNES 30BX  
KNES 30C  
KNES 40A  
KNES 40AX  
KNES 41A  
KNES 41AX  
KNES 42C  
KNES 42CX

- signed by Rachel Catuiza
- signed by Eric Mendoza

4. **ACTION CALENDAR – APPROVED** – (M/S/C—Appio/Marquez) – as presented.

If a course is passed by the Curriculum Committee, it is “**conditionally approved**” pending Curriculum Committee required and/or recommended changes and final submission of the course and all required forms to the curriculum office. Initiators have **ONE WEEK** from the date of the conditional approval to submit the final version.

a.	<p><b>APPROVED, effective Fall 2024:</b> <b>Film/TV: Production - Certificate of Achievement – effective fall 2024</b></p> <p>Revised Certificate/Degree 24 - Revised Units</p> <p>Note: This was originally approved on 6/4/2024 to be revised as 28 units. However, a COA cannot exceed 24 units otherwise the program would need to be submitted as a new program. But, a COA-A already exists for this program. Therefore, the requested course (F/TV 26) that increased the total unit count has been moved to the electives area to leave the program at 24 units. This was emergency approved by Zack Judson, Catherina Wong and Sam Bliss on 6/24/2024.</p>
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5. **OTHER BUSINESS:**

a. Welcome and Introductions – Singh

- Introductions were made all around. Clark-Tillman summarized that Curriculum Committee alternates between in-person, zoom and zoom. It is very important that we meet quorum in order to approve curriculum. If you will not be in attendance, please email [curriculum@fhda.edu](mailto:curriculum@fhda.edu) and chairs (Singh, Bliss and Judson) to let them know.

b. Agenda for Fall – Singh

- Regular business of reviewing and submitting curriculum
- Implementation of two items:
  - AB1111 – CCN (Common Course Numbering) – has a total of six subject areas and 11 courses for De Anza. There are CCN templates available for the faculty to revise their curriculum. These will be effective fall 2025. Challenges include technologies with eLumen and the rapid schedule determined by the State. Communication has already begun for the subject areas this impacts. Phase II courses and participation to create the templates has been also communicated to faculty to be nominated to participate in these groups. Surveys have also been sent out to provide input for those templates. Phase II will be rolled out in the spring to be effective fall 2026.
  - The De Anza GE pattern was approved by the Academic Senate for effective fall 2025.

c. Curriculum Website – [deanza.edu/curriculum](http://deanza.edu/curriculum) – Chang

- 2024-25 Courses Due List and Deadline Dates – Curriculum’s website has been moved to [deanza.edu/curriculum](http://deanza.edu/curriculum). Information has all been moved from the old site. The deadline dates and the list of courses due are on the website.
  - Workflows for Fall 2026 Won’t Open Until De Anza GE is Approved by Academic Senate – Workflows for the next cycle will not be opened until the new De Anza GE pattern has been implemented in eLumen.
  - Reminder of New Course Form and New Program Form Requests – This process was approved last academic year. Therefore, if you will be creating a new course/program, please follow the new course/program process on the website.
- d. Content Review Liaison – Voting Status Change – Singh
- Currently the Content Review Liaison has not been a voting member. It was motioned for the Content Review Liaison to have a vote on the committee **APPROVED** – (M/S/C—Steiner/Appio).
- e. OER – Judson – Curriculum should always be looking at equity in the COR. One way of doing this is through listing an OER option in the texts and references of the COR. Judson is proposing that when Curriculum Committee reviews the COR that if they see no OER listed, that a recommendation be made to the faculty to research the possibility of adding an OER option. This is just a beginning conversation and will be brought back for further discussion. If committee members can think of other ways to add equity, please communicate that.
- f. Options to Review 200+ Courses – In order to meet a winter deadline to finish reviewing all courses with 12 TR meetings, a little over 20 courses will need to be reviewed per TR meeting. Three options were proposed: Divide and conquer the number of courses; try and see method; and do homework. For now, the committee will take the try and see method and then reevaluate.
- g. Public Comments – None.
- h. De Anza General Education – FYI – Singh – Announced that the local De Anza GE pattern was approved by Academic Senate on 9/23/24.
6. **MEETING ADJOURNED** – (M/S/C—Marquez/Gabriel)