

**Curriculum Committee Update for Senate**  
**Academic Year: 2015-16**  
**Faculty co-chair: Ram Subramaniam**

1. Course Revisions (as of June 1<sup>st</sup> 2016)
  - a. Number of five year revisions reviewed - 146
  - b. Number of new courses approved - 49
  - c. Number of lecture-lab conversions – 140
  - d. Number of actions taken - 571
2. Certificates & Degrees
  - a. State mandate to provide more information about each certificate and degree offered
  - b. Information collected by June 1<sup>st</sup>
  - c. All information to be formatted to a Narrative as required by the state
  - d. Narrative, courses and applicable CTE and transfer documents will be uploaded for each program to the state course management system
3. De Anza GE matrix
  - a. De Anza college approved modified requirements for GE during 2014-15
  - b. A matrix was developed to map GE requirements to the course outlines
  - c. All courses previously on the De Anza GE as well as requesting new De Anza GE will be required to submit this matrix for approval
4. ESGC matrix
  - a. De Anza college approved a new GE requirement during 2014-15
  - b. An implementation process was developed and approved by the senate for this new requirement
  - c. Several courses have already been approved as satisfying this requirement

- d. Once 20 courses, 100 sections, in at least three GE areas are approved, this requirement will take effect
5. Cross-listing
  - a. An initiative was undertaken to eliminate cross-listing.
  - b. Several groups of faculty opposed to the move and as a result the initiative was abandoned
  - c. A protocol was developed to re-cross-list courses that were recently un-cross-listed. This process was completed by May 1<sup>st</sup>.
  - d. The development of a taskforce to determine guidelines for cross-listing has been discussed and is currently in the planning stage
6. Open-houses: (courses and certificates & degrees)
  - a. Open-houses to provide faculty assistance with course revisions were held on: 11/3/15, 2/16/16 and 4/26/16
  - b. Open-houses to provide faculty assistance with Certificates & Degrees were held on: 5/17/16 and 5/24/16
7. ASCCC Plenary Report: The following actions were recommended by the ASCCC Plenary of 2016
  - a. Adopt the paper "Ensuring Effective Curriculum Approval Processes"- see Item 8
  - b. Review certificates that are 18-27 units and have not been state approved and consider submitting for state approval- benefits to students, federal financial aid- there are only three such certificates and they are considering obtaining state approval
  - c. SLO assessment is a curricular matter- our college has a separate SLO committee
8. Effective Curriculum Practices (Academic Senate paper)
  - Review and evaluate the effectiveness of local curriculum processes: an ongoing review process has been developed and implemented
  - Make certain the process for the initiation of new curriculum and revisions to existing curriculum is clear: all information is on the website, website is continuously updated

- Make certain the technical review process is streamlined and effective: courses submitted by June deadline and reviewed during weekly curriculum meetings
- Make certain curriculum committee meetings are run efficiently: meetings presided by co-chair, meeting notes recorded by curriculum office, agenda, notes posted on website
- Streamline the curriculum approval process, including increasing the frequency of curriculum approval by the curriculum committee and the governing board: approved courses submitted by curriculum coordinator, through VPI's approval to board
- Consider establishing an expedited approval process for time-sensitive proposals: expedited process exists and is published on the website
- Consider giving colleges in multi-college districts autonomy over their curriculum: both Foothill and De Anza have their own individual approval processes.

9. Deadlines (See attached memo)