

**DE ANZA COLLEGE
CURRICULUM COMMITTEE MEETING**

Tuesday, February 25, 2025

2:30pm – 4:00pm

Location: Staff Development Lab – MLC 243

2024-2025 Curriculum Committee Distribution List:

VOTING MEMBERS (17) 9 - quorum	DIVISION/DEPT	EXT	NONVOTING MEMBERS	DIVISION/DEPT	EXT
Appio, Mike	AT	8283	Woodbury, Erik	Academic Senate	5722
Kalpin, Bob	BH	8843	Clark-Tillman, Mary	Curriculum Coordinator	8379
Marquez, Marco Mjelde, Elizabeth	CA	5719 8433	Chang, Mi	Curriculum Secretary	8544
Fritz, Michele Li, Sandra	CB	8615 5736	Egbert, Ashley	Curriculum Secretary	5756
Chu, Ryan	DASG	8239	VACANT	Noncredit Representative	
VACANT	DASG	8239	Galoyan, Nazy	Dean, A & R	8292
Phongsamran, Cathy	DS	5807			
Liu, Hua-Fu	IC	5324			
Endow, Katelyn	LA	8394			
Endow, Katelyn	LR	8394			
D'Agostino, Joe	PE	8886			
Deming, Chris Nguyen, Vinh	PS	8774 8882			
Gabriel, Ramona	SS	8561			
Wethington, Pauline	ST	8413			
Ray, Thomas	Division Dean Representative	8477			
Felton, Derrick	FA Representative				
Steiner, Christa	Articulation Officer	8396			
Judson, Zack	Faculty Vice Chair/ Content Review Liasion	8427			
Bliss, Sam	Administrative Co-Chair, tie vote	8546			
Singh, Sukhjit	Faculty Co-Chair, tie-vote	5566			

Bold = CAT (Curriculum Advisory Team)

NOTE: Weekly meeting materials are available on the Curriculum website, <http://deanza.edu/curriculum/>

Cc: All Division Deans, Division Administrative Assistants

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AGENDA

1. **Approval of today's agenda**

2. **Approval of minutes from:**

- a. February 4, 2025, Minutes

3. **CONSENT CALENDAR:**

- a. To: Curriculum Committee
Date: 2/11/25
Re: ENGR 35
Effective fall 2025

The items G in existing course outline is shown below: "G. Recognize trusses, frames, and machines"

This item needs to be modified to: "G. Analyze trusses, frames, and machines".

Per articulation officer, This change is required since UC Davis is planning to remove the articulation starting Fall 2025.

- signed Saied Rafati
- signed Mehrdad Khosravi

4. **ACTION CALENDAR (effective fall 2025 unless otherwise noted):**

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>DANC 37A Initiator: Janet Shaw Title: Theory and Technique of Jazz Dance I Unit(s): 1 Lab Hour(s): 3 Repeat: Family</p> <p>5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Hybrid</p> <p>See Appendix A for required and/or recommended changes.</p>
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b.	<p>DANC 37B Initiator: Janet Shaw Title: Theory and Technique of Jazz Dance II Unit(s): 1 Lab Hour(s): 3 Repeat: Family</p> <p>5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Hybrid</p> <p>See Appendix A for required and/or recommended changes.</p>
c.	<p>DANC 37C Initiator: Janet Shaw Title: Theory and Technique of Jazz Dance III Unit(s): 1 Lab Hour(s): 3 Repeat: Family</p> <p>5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Hybrid</p> <p>See Appendix A for required and/or recommended changes.</p>
d.	<p>DMT 77D Initiator: Mike Appio Title: Special Projects in Manufacturing and CNC/NIMS Level 1 Unit(s): 2 Lab Hour(s): 6</p> <p>5-Year Review Program Applicable CSU Transferable</p> <p>See Appendix A for required and/or recommended changes.</p>
e.	<p>DMT 77E Initiator: Mike Appio Title: Special Projects in Manufacturing and CNC/NIMS Level 2 Unit(s): 2 Lab Hour(s): 6</p> <p>5-Year Review Program Applicable CSU Transferable</p> <p>See Appendix A for required and/or recommended changes.</p>

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f.	<p>DMT 77F Initiator: Mike Appio Title: Special Projects in Manufacturing and CNC/NIMS Level 3 Unit(s): 2 Lab Hour(s): 6</p> <p>5-Year Review Program Applicable CSU Transferable</p> <p>See Appendix A for required and/or recommended changes.</p>
g.	<p>HTEC 95B Initiator: Maureen Miramontes Title: Phlebotomy Technician I Externship Unit(s): 3 Lab Hour(s): 9</p> <p>5-Year Review Program Applicable CSU Transferable</p> <p>See Appendix A for required and/or recommended changes.</p>
h.	<p>HTEC 96C Initiator: Maureen Miramontes Title: Medical File Clerk Externship Unit(s): 4 Lab Hour(s): 12</p> <p>5-Year Review Program Applicable CSU Transferable</p> <p>See Appendix A for required and/or recommended changes.</p>
i.	<p>HTEC 96D Initiator: Maureen Miramontes Title: Medical Record Clerk Externship Unit(s): 4 Lab Hour(s): 12</p> <p>5-Year Review Program Applicable CSU Transferable</p> <p>See Appendix A for required and/or recommended changes.</p>

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j.	<p>HTEC 96E Initiator: Maureen Miramontes Title: Business Office Clerk Externship Unit(s): 4 Lab Hour(s): 12</p> <p>5-Year Review Program Applicable CSU Transferable</p> <p>See Appendix A for required and/or recommended changes.</p>
k.	<p>HTEC 96F Initiator: Maureen Miramontes Title: Insurance and Coding Externship Unit(s): 4 Lab Hour(s): 12</p> <p>5-Year Review Program Applicable CSU Transferable</p> <p>See Appendix A for required and/or recommended changes.</p>
l.	<p>HTEC 96G Initiator: Maureen Miramontes Title: Medical Transcription Externship Unit(s): 4 Lab Hour(s): 12</p> <p>5-Year Review Program Applicable CSU Transferable</p> <p>See Appendix A for required and/or recommended changes.</p>
m.	<p>HTEC 96H Initiator: Maureen Miramontes Title: EKG Externship Unit(s): 4 Lab Hour(s): 12</p> <p>5-Year Review Program Applicable CSU Transferable</p> <p>See Appendix A for required and/or recommended changes.</p>

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n.	<p>MATH 11 Initiator: Yogeswari Viswanadha Title: Finite Mathematics Unit(s): 5 Lec Hour(s): 5</p> <p>5-Year Review Program Applicable CSU Transferable & UC Transferable Cal-GETC C-ID Online & Hybrid</p> <p>See Appendix A for required and/or recommended changes.</p>
o.	<p>MATH 11H Initiator: Fatemeh Yarahmadi Title: Finite Mathematics - HONORS Unit(s): 5 Lec Hour(s): 5</p> <p>5-Year Review Program Applicable CSU Transferable & UC Transferable Cal-GETC C-ID Online & Hybrid</p> <p>See Appendix A for required and/or recommended changes.</p>
p.	<p>POLI 15 Initiator: James Nguyen Title: Grassroots Democracy: Race, Politics and the American Promise Unit(s): 4 Lec Hour(s): 4 Cross-List: ICS 25</p> <p>5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC Online & Hybrid</p> <p>See Appendix A for required and/or recommended changes.</p>

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q.	<p>ICS 25 Initiator: James Nguyen Title: Grassroots Democracy: Race, Politics and the American Promise Unit(s): 4 Lec Hour(s): 4 Cross-List: POLI 15</p> <p>5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC Online & Hybrid</p> <p>See Appendix A for required and/or recommended changes.</p>
r.	<p>POLI 16 Initiator: James Nguyen Title: Grassroots Democracy: Social Movements Since the 1960s Unit(s): 4 Lec Hour(s): 4 Cross-List: ICS 36</p> <p>5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC Online & Hybrid</p> <p>See Appendix A for required and/or recommended changes.</p>
s.	<p>ICS 36 Initiator: James Nguyen Title: Grassroots Democracy: Social Movements Since the 1960s Unit(s): 4 Lec Hour(s): 4 Cross-List: POLI 16</p> <p>5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC Online & Hybrid</p> <p>See Appendix A for required and/or recommended changes.</p>

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t.	<p>POLI 17 Initiator: James Nguyen Title: Grassroots Democracy: Leadership and Power Unit(s): 4 Lec Hour(s): 4 Cross-List: ICS 27</p> <p>5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC Online & Hybrid</p> <p>See Appendix A for required and/or recommended changes.</p>
u.	<p>ICS 27 Initiator: James Nguyen Title: Grassroots Democracy: Leadership and Power Unit(s): 4 Lec Hour(s): 4 Cross-List: POLI 17</p> <p>5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC Online & Hybrid</p> <p>See Appendix A for required and/or recommended changes.</p>
v.	<p>POLI 17H Initiator: James Nguyen Title: Grassroots Democracy: Leadership and Power - HONORS Unit(s): 4 Lec Hour(s): 4 Cross-List: ICS 27H</p> <p>5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC Online & Hybrid</p> <p>See Appendix A for required and/or recommended changes.</p>

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w.	<p>ICS 27H Initiator: James Nguyen Title: Grassroots Democracy: Leadership and Power - HONORS Unit(s): 4 Lec Hour(s): 4 Cross-List: POLI 17H</p> <p>5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC Online & Hybrid</p> <p>See Appendix A for required and/or recommended changes.</p>
x.	<p>PSYC 4 Initiator: Shannon Hassett Title: Abnormal Psychology Unit(s): 4 Lec Hour(s): 4</p> <p>5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC C-ID Online & Hybrid</p> <p>See Appendix A for required and/or recommended changes.</p>
y.	<p>READ 70 Initiator: Veronica Acevedo Avila Title: Reading Across the Disciplines Unit(s): 1 Lec Hour(s): 1</p> <p>5-Year Review Stand-Alone CSU Transferable</p> <p>See Appendix A for required and/or recommended changes.</p>

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5. OTHER BUSINESS:

- a. President Omar Torres – Welcome and Noncredit Vision
- b. Accompanying Structural Considerations – Bliss
- c. Course Sunset Policy Consideration: 1. Suspend or 2. Delete – Singh
 - Communication to students and counseling of course suspension/deletion
- d. DEI in COR – Bliss/Judson
 - <https://www.deanza.edu/curriculum/usefullinks/>
- e. Attendance Option for Curriculum Reps to Join In-Person Meetings Remotely – Singh
- f. Division Curriculum Representative Training – Singh
- g. Public Comments

6. MEETING ADJOURNED

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APPENDIX A

DANCD037A

Area	Edit Type	Edit
Specification - Examples of Primary Texts and References	Required	Remove non-author elements from author on Fit and Well
Specification - Essential College Facilities	Required	Remove " media/audio playback, projection facilities, wi-fi (hard wire OK)"

DANCD037B

Area	Edit Type	Edit
Specification - Examples of Primary Texts and References	Required	Remove non-author elements from author on Fit and Well
Specification - Essential College Facilities	Required	Remove " media/audio playback, projection facilities, wi-fi (hard wire OK)"

DANCD037C

Area	Edit Type	Edit
Basic Course Information - General Information	Required	Course Description - edit to remove course ID and/or course title
Specification - Essential College Facilities	Required	Remove " media/audio playback, projection facilities, wi-fi (hard wire OK)"

DMTD077D

Area	Edit Type	Edit
Basic Course Information - Course Justification	Required	Course Justification - in the sentence indicating a program that this course belongs on, only state ONE program

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<u>DMTD077E</u>		
Area	Edit Type	Edit
Basic Course Information - Course Justification	Required	Course Justification - in the sentence indicating a program that this course belongs on, only state ONE program

<u>DMTD077F</u>		
Area	Edit Type	Edit
Basic Course Information - Course Justification	Required	Course Justification - in the sentence indicating a program that this course belongs on, only state ONE program

<u>HTECD095B</u>		
None		

<u>HTECD096C</u>		
Area	Edit Type	Edit
Specification - Examples of Primary Texts and References	Required	Review texts/references and update to reflect current publication/years (there is a 15th edition)

<u>HTECD096D</u>		
Area	Edit Type	Edit
Specification - Examples of Primary Texts and References	Required	Review texts/references and update to reflect current publication/years (there is a 15th edition)

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<u>HTECD096E</u>		
Area	Edit Type	Edit
Outline - Course Outline	Required	Topic F - Add an F.2

<u>HTECD096F</u>		
None		

<u>HTECD096G</u>		
Area	Edit Type	Edit
Specification - Examples of Primary Texts and References	Required	Review texts/references and update to reflect current publication/years
Specification - Examples of Primary Texts and References	Required	Must have at least one text from 2018 or later

<u>HTECD096H</u>		
Area	Edit Type	Edit
Specification - Examples of Primary Texts and References	Required	Review texts/references and update to reflect current publication/years
Specification - Examples of Primary Texts and References	Required	Must have at least one text from 2018 or later

<u>MATHD011.</u>		
Area	Edit Type	Edit
Basic Course Information - General Information	Required	Course Description - use complete sentences; Incomplete sentences will be edited during catalog production process
Specification - Methods of Evaluation	Required	Remove E. (this is not the honors course)

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Outline - Course Outline	Required	Please remove the statement "See Multicultural Handout for developmental sequence for additional activities"
Outline - Course Outline	Gram/Spell/Punc Error	Recommendation: Use uniform capitalization in sub topics of outline

MATHD011H

Area	Edit Type	Edit
Basic Course Information - General Information	Required	Course Description - use complete sentences; Incomplete sentences will be edited during catalog production process
Basic Course Information - Course Justification	Required	Course Justification - in the sentence indicating a program that this course belongs on, only state ONE program
Basic Course Information - Course Justification	Required	Course Justification - edit to remove course ID and/or course title
Outline - Course Outline	Required	Please remove the statement "See Multicultural Handout for developmental sequence for additional activities"
Outline - Course Outline	Gram/Spell/Punc Error	Recommendation: Use uniform capitalization in sub topics of outline

POLID015

Area	Edit Type	Edit
Specification - Examples of Primary Texts and References	Required	Separate author, title, etc. into individual fields
Specification - Examples of Primary Texts and References	Required	No more than 5 texts at least one of which must be 2018 or later

ICSD025.

Area	Edit Type	Edit
Specification - Examples of Primary Texts and References	Required	Separate author, title, etc. into individual fields

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Specification - Examples of Primary Texts and References	Required	No more than 5 texts at least one of which must be 2018 or later
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<u>POLID016.</u>		
Area	Edit Type	Edit
Specification - Examples of Primary Texts and References	Required	Separate author, title, etc. into individual fields
Specification - Examples of Primary Texts and References	Required	No more than 5 texts at least one of which must be 2018 or later

<u>ICSD036.</u>		
Area	Edit Type	Edit
Specification - Examples of Primary Texts and References	Required	Separate author, title, etc. into individual fields
Specification - Examples of Primary Texts and References	Required	No more than 5 texts at least one of which must be 2018 or later

<u>POLID017.</u>		
Area	Edit Type	Edit
Specification - Examples of Primary Texts and References	Required	Separate author, title, etc. into individual fields
Specification - Examples of Primary Texts and References	Required	No more than 5 texts at least one of which must be 2018 or later

<u>ICSD027.</u>		
Area	Edit Type	Edit
Specification - Examples of Primary Texts and References	Required	Separate author, title, etc. into individual fields
Specification - Examples of Primary Texts and References	Required	No more than 5 texts at least one of which must be 2018 or later

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POLID017H

Area	Edit Type	Edit
Specification - Examples of Primary Texts and References	Required	Separate author, title, etc. into individual fields
Specification - Examples of Primary Texts and References	Required	No more than 5 texts at least one of which must be 2018 or later

De Anza GE Form

Area	Edit Type	Edit
Criteria 2	Required	Collaborative and written exercises need to be added. This was done nicely in the non-honors version, so a simple copy would do
Criteria 6	Required	This part needs to be filled in. Just as in criteria 2, the non-honors response is great, so if you copy that over, it will be perfect. thanks

ICSD027H

Area	Edit Type	Edit
Specification - Examples of Primary Texts and References	Required	Separate author, title, etc. into individual fields
Specification - Examples of Primary Texts and References	Required	No more than 5 texts at least one of which must be 2018 or later

De Anza GE Form

Area	Edit Type	Edit
Criteria 2	Required	Collaborative and written exercises need to be added. This was done nicely in the non-honors version, so a simple copy would do

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Criteria 6	Required	This part needs to be filled in. Just as in criteria 2, the non-honors response is great, so if you copy that over, it will be perfect. thanks
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<u>PSYCD004.</u>		
Area	Edit Type	Edit
Outline - Course Outline & Learning Objectives - Course Objectives	Required	Ensure topics (A, B, C, etc...) from the Outline must be the same as the Course Objectives in the Learning Objectives tab
Outline - Course Outline	Required	Topic C.1.b - Add/combine/remove as a "1" needs a "2"
Outline - Course Outline	Required	Topic C.2.h - Add/combine/remove as a "1" needs a "2"
Outline - Course Outline	Required	Topic C.3.e - Add/combine/remove as a "1" needs a "2"
Outline - Course Outline	Required	Topic C.4.c - Add/combine/remove as a "1" needs a "2"
Outline - Course Outline	Required	Topic D.1.h - Add/combine/remove as a "1" needs a "2"
Outline - Course Outline	Required	Topic D.2.c - Add/combine/remove as a "1" needs a "2"
Outline - Course Outline	Required	Topic D.4.a - Add/combine/remove as a "1" needs a "2"
Outline - Course Outline	Required	Topic D.7.g - Add/combine/remove as a "1" needs a "2"
Outline - Course Outline	Required	Topic G.10.f - Add/combine/remove as a "1" needs a "2"

<u>READD070.</u>		
Area	Edit Type	Edit
Basic Course Information - General Information	Required	Course Description - use complete sentences; Incomplete sentences will be edited during catalog production process
Basic Course Information - Stand-Alone Statement	Required	Add a Stand-Alone Statement, see the eLumen User Manual for details, https://www.deanza.edu/curriculum/elumen/