

**DE ANZA COLLEGE  
CURRICULUM COMMITTEE MEETING**

**Tuesday, April 16, 2024**

**2:30pm – 4:00pm**

**Location: Staff Development Lab – MLC 243**

**2023-2024 Curriculum Committee Distribution List:**

VOTING MEMBERS (18) 10 - quorum	DIVISION/DEPT	EXT	NON-VOTING MEMBERS	DIVISION/DEPT	EXT
Appio, Mike	AT	8283	<b>Judson, Zack</b>	Faculty Vice Chair	8427
Kalpin, Bob	BH	8843	<b>Judson, Zack</b>	Content Review Liasion	8427
Marquez, Marco Mjelde, Elizabeth	CA	5719 8433	<b>Woodbury, Erik</b>	Academic Senate President	5722
Singh, Sukhjot	CB		<b>Clark-Tillman, Mary</b>	Curriculum Coordinator	8379
Tandiary, Jason	DASG	8239	<b>Chang, Mi</b>	Curriculum Secretary	8544
Tsang, Isaac	DASG	8239	<b>VACANT</b>	Noncredit Representative	
Lakshmanan, Sridevi Patel, Cathy	DS	5816 5807	<b>Galoyan, Nazy</b>	Dean, A & R	8292
Liu, Hua-Fu	IC	5324			
Lisha, Sarah	LA	8576			
Lisha, Sarah	LR	8576			
Catuiza, Rachel Damjanovic, Jason	PE	5655 8743			
Deming, Chris	PS	8703			
Gabriel, Ramona	SS	8561			
Inoue, Betty	ST	8396			
Ray, Thomas	Division Dean Representative	8477			
<b>VACANT</b>	<b>FA Representative</b>				
<b>Steiner, Christa</b>	Articulation Officer	8396			
<b>Bliss, Sam</b>	Administrative Co-Chair, tie vote	8546			
<b>Wong, Catherina</b>	Faculty Co-Chair, tie-vote	5722			

**Bold** = CAT (Curriculum Advisory Team)

NOTE: Weekly meeting materials are available on the Curriculum website, <http://dilbert.fhda.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. March 19, 2024, Minutes

3. **CONSENT CALENDAR:**

- a. Effective fall 2025  
Fully online programs  
Gabriela Nocito  
Date: 2024-03-21  
To: Curriculum Committee  
Cc: Sam Bliss

Hello Curriculum Team,

After checking, double checking, and triple checking thanks to the instructional deans, we can now say that the following degrees and certificates can be completed fully online. There are a total of 25 degrees and certificates.

The ones with an asterisk indicate that a Sub Change was completed and approved according to information provided by Mallory N. My understanding is that the rest were in the works.

IIS Division

French Language and Culture - Certificate of Achievement\*  
German Language and Culture - Certificate of Achievement\*  
Global Studies -- Certificate of Achievement Advanced\*  
Global Studies -- AA degree\*  
Intercultural Studies -- Certificate of Achievement Advanced  
Intercultural Studies -- AA degree  
Korean Language and Culture - Certificate of Achievement\*  
Italian Language and Culture - Certificate of Achievement\*  
Mandarin Language and Culture - Certificate of Achievement\*  
Mandarin Language and Culture - Certificate of Achievement Advanced\*  
Mandarin Translation and Interpretation – Certificate of Achievement  
Russian Language and Culture - Certificate of Achievement\*  
Spanish Language and Culture - Certificate of Achievement\*  
Women's Studies -- Certificate of Achievement  
World Languages and Culture - Certificate of Achievement Advanced\*

BHES Division

Facility and Sustainable Building Management - Certificate of Achievement  
Facility and Sustainable Building Management - Certificate of Achievement Advanced

Business Division

Accounting - Certificate of Achievement\*  
Business Administration - A.A.\*

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Business Administration 2.0 - A.S.T  
Computer Aided Design - Mechanical - Certificate of Achievement\*  
Management - Certificate of Achievement\*  
Management - A.A.\*  
Marketing Management - Certificate of Achievement\*  
Marketing Management - A.A.\*

Please let me know what other information would be needed to update our catalog.

Many thanks,

Gabriela Nocito, MLIS (she/her)

- b. Date: Mar 20, 2024  
From: Rocky Lewycky  
To: Curriculum Committee  
Subject: Deletion, effective, Fall 2025

Delete:  
ARTS 20

-signed by Rocky Lewycky  
-signed by Kristin Skager

- c. Date: Mar 19, 2024  
From: Shireen Woo  
To: Curriculum Committee  
Subject: Limitation Removal, effective, Fall 2025

The CLP 5 curriculum is in the process of being updated for Fall 2025 and will include additional coursework from another course (COUN 5), that will be going away. Therefore, there will be little overlap with CLP 7.

I am requesting that once the new curriculum is approved, the statement "Students may enroll in either CLP 5 or CLP 7, but not both," be removed from both courses.

The new CLP 5 curriculum will be an overview of the college, majors & careers, whereas CLP 7 is a deep dive into career and majors, including assessments.

- signed by Shireen Woo  
- signed by Lauren Balducci

- d. Date: Mar 20, 2024  
From: Alicia De Toro  
To: Curriculum Committee  
Subject: Deletion, effective, Fall 2025

Delete:  
ESCI 57

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ESCI 58

-signed by Alicia De Toro  
-signed by Anita Kandula

- e. Date: Mar 20, 2024  
From: Mark Healy  
To: Curriculum Committee  
Subject: Deletion, effective, Fall 2025

Delete:  
PSYC 6

-signed by Mark Healy  
-signed by Elvin Ramos

- f. Date: Mar 25, 2024  
From: Diana Alves de Lima  
To: Curriculum Committee  
Subject: Deletion, effective, Fall 2025

Delete:  
SKIL 232  
SKIL 233

-signed by Diana Alves de Lima  
-signed by Michelle Hernandez

#### 4. **ACTION CALENDAR:**

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>ACCT 1A</b> Initiator: Catherina Wong Title: Financial Accounting I Unit(s): 5 Lec Hour(s): 5</p> <p>5-Year Review Program Applicable CSU Transferable &amp; UC Transferable C-ID Online &amp; Hybrid</p> <p>See Appendix A for required and/or recommended changes.</p>
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b.	<p><b>ACCT 1AH</b> Initiator: Catherina Wong Title: Financial Accounting I - HONORS Unit(s): 5 Lec Hour(s): 5</p> <p>5-Year Review Program Applicable CSU Transferable &amp; UC Transferable C-ID Online &amp; Hybrid</p> <p>See Appendix A for required and/or recommended changes.</p>
c.	<p><b>ACCT 1B</b> Initiator: Catherina Wong Title: Financial Accounting II Unit(s): 5 Lec Hour(s): 5</p> <p>5-Year Review Program Applicable CSU Transferable &amp; UC Transferable C-ID Online &amp; Hybrid</p> <p>See Appendix A for required and/or recommended changes.</p>
d.	<p><b>ACCT 1BH</b> Initiator: Catherina Wong Title: Financial Accounting II - HONORS Unit(s): 5 Lec Hour(s): 5</p> <p>5-Year Review Program Applicable CSU Transferable &amp; UC Transferable C-ID Online &amp; Hybrid</p> <p>See Appendix A for required and/or recommended changes.</p>

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e.	<p><b>ACCT 1C</b> Initiator: Catherina Wong Title: Managerial Accounting Unit(s): 5 Lec Hour(s): 5</p> <p>5-Year Review Program Applicable CSU Transferable &amp; UC Transferable C-ID Online &amp; Hybrid</p> <p>See Appendix A for required and/or recommended changes.</p>
f.	<p><b>ACCT 1CH</b> Initiator: Catherina Wong Title: Managerial Accounting - HONORS Unit(s): 5 Lec Hour(s): 5</p> <p>5-Year Review Program Applicable CSU Transferable &amp; UC Transferable C-ID Online &amp; Hybrid</p> <p>See Appendix A for required and/or recommended changes.</p>
g.	<p><b>ACCT 64</b> Initiator: Catherina Wong Title: Payroll and Business Tax Accounting Unit(s): 4 Lec Hour(s): 4</p> <p>5-Year Review Program Applicable CSU Transferable Online &amp; Hybrid</p> <p>See Appendix A for required and/or recommended changes.</p>
h.	<p><b>ACCT 67</b> Initiator: Catherina Wong Title: Individual Income Taxation Unit(s): 5 Lec Hour(s): 5</p> <p>5-Year Review Program Applicable CSU Transferable Online</p> <p>See Appendix A for required and/or recommended changes.</p>

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i.	<p><b>ACCT 68</b> Initiator: Catherina Wong Title: Advanced Tax Accounting Unit(s): 5 Lec Hour(s): 5</p> <p>5-Year Review Program Applicable CSU Transferable Online</p> <p>See Appendix A for required and/or recommended changes.</p>
j.	<p><b>ACCT 88</b> Initiator: Catherina Wong Title: Excel Spreadsheets for Accounting Unit(s): 2 Lec Hour(s): 2</p> <p>5-Year Review Program Applicable CSU Transferable Online</p> <p>See Appendix A for required and/or recommended changes.</p>
k.	<p><b>F/TV 78W</b> Initiator: Susan Tavernetti Title: Special Topics in Film Studies Unit(s): 1 Lec Hour(s): 1</p> <p>5-Year Review Program Applicable CSU Transferable Online</p> <p>See Appendix A for required and/or recommended changes.</p>
l.	<p><b>F/TV 78X</b> Initiator: Susan Tavernetti Title: Special Topics in Film Studies Unit(s): 2 Lec Hour(s): 2</p> <p>5-Year Review Program Applicable CSU Transferable Online</p> <p>See Appendix A for required and/or recommended changes.</p>

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m.	<p><b>POLI 20</b> Initiator: Robert Stockwell Title: Introduction to Statistics for the Behavioral and Social Sciences Unit(s): 4 Lec Hour(s): 4</p> <p>New Course Program Applicable CSU Transferable &amp; UC Transferable C-ID Online &amp; Hybrid</p> <p>See Appendix A for required and/or recommended changes.</p>
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5. **OTHER BUSINESS:**

- a. Process for Reviewing the Upper-division Course Work Form – Catherina Wong
- b. Public Comments

6. **MEETING ADJOURNED**



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**APPENDIX A**

**ACCTD001A**

Area	Edit Type	Edit
Outline - Course Outline	Required	Make first letter upper case e.g. C.3.a, b c etc. Ensure the same edits in 1A and 1AH
Outline - Course Outline	Recommended	Please review punctuation.

**ACCTD01AH**

Area	Edit Type	Edit
Basic Course Information - Course Justification	Required	Course Justification - edit to remove course ID and/or course title
Outline - Course Outline	Required	Make first letter upper case e.g. C.3.a, b c etc. Ensure the same edits in 1A and 1AH
Outline - Course Outline	Recommended	Please review punctuation.

**ACCTD001B**

Area	Edit Type	Edit
Outline - Course Outline	Recommended	Please review punctuation.

**ACCTD01BH**

Area	Edit Type	Edit
Basic Course Information - Course Justification	Required	Course Justification - edit to remove course ID and/or course title
Outline - Course Outline	Recommended	Please review punctuation.

**ACCTD001C**

Area	Edit Type	Edit
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Outline - Course Outline	Recommended	Please review punctuation.
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<b><u>ACCTD01CH</u></b>		
Area	Edit Type	Edit
Basic Course Information - Course Justification	Required	Course Justification - edit to remove course ID and/or course title
Outline - Course Outline	Recommended	Please review punctuation.

<b><u>ACCTD064.</u></b>		
Area	Edit Type	Edit
Outline - Course Outline	Recommended	Please review punctuation.

<b><u>ACCTD067.</u></b>		
Area	Edit Type	Edit
Outline - Course Outline	Recommended	Please review punctuation.

<b><u>ACCTD068.</u></b>		
Area	Edit Type	Edit
Specification - Examples of Primary Texts and References	Required	Update to Pearson's Federal Taxation 2024 Corporations, Partnerships, Estates & Trusts
Outline - Course Outline	Recommended	Please review punctuation.

<b><u>ACCTD088.</u></b>		
Area	Edit Type	Edit

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Outline - Course Outline	Recommended	Objective C, change Bloom's taxonomy word "Use" to "Operate" or "Employ". If this objective is changed, edit the corresponding Learning Outcomes - Course Objectives
Outline - Course Outline	Recommended	Please review punctuation.

**F/TVD078W**

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
Outline - Course Outline	Recommended	Please review punctuation. (Missing periods at end of the sentence).

**F/TVD078X**

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
Outline - Course Outline	Recommended	Please review punctuation. (Missing periods at end of the sentence).

**POLID020.**

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
Basic Course Information - Course Justification	Required	Please simplify the transferability sentence to state, "The course is UC and CSU transferable."
Basic Course Information - Course Justification	Required	Please edit the sentence containing general education to state, "The course is De Anza, CSU GE and IGETC."

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Specification - Methods of Evaluation	Required	Format is limited to sub-topics ONLY. Please reformat to only have A, B, C, etc.
Specification - Examples of Primary Texts and References	Required	Review texts/references and update to reflect current publication/years
Outline - Course Outline	Required	First letter should be uppercase.
Outline - Course Outline	Recommended	Please review punctuation.
	FYI	The addition of this course on the requested programs (with the exception of the Political Science AAT) is under review.

### De Anza GE Form

Area	Edit Type	Edit
Criteria 1	Required	Format is to cite the area AND the content of the area. Add the content of the area cited.
Criteria 2	Required	Format is to cite the area AND the content of the area. Add the content of the area cited.
Criteria 3	Required	Format is to cite the area AND the content of the area. Add the content of the area cited.
Criteria 4	Required	Format is to cite the area AND the content of the area. Add the content of the area cited.
Criteria 5	Required	Format is to cite the area AND the content of the area. Add the content of the area cited.
Criteria 6	Required	Format is to cite the area AND the content of the area. Add the content of the area cited.