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DE ANZA COLLEGE
CURRICULUM COMMITTEE MINUTES

Tuesday, November 12, 2024
2:30pm - 4:00pm
Location: Staff Development Lab – MLC 243

PRESENT:

Bob Kalpin *(BH)*
Marco Marquez *(CA)*
Michele Fritz *(CB)*
Ryan Chu *(DASG)*
Sridevi Lakshmanan *(DS)*
Hua-Fu Liu *(IC)*
Katelyn Endow *(LA, LR)*

Joe D'Agostino *(PE)*
Vinh Kha Nguyen *(PS)*
Thomas Ray *(Division Dean Rep.)*
Betty Inoue *(ST)*

Sam Bliss *(Administrative Co-Chair, tie vote)*
Sukhjit Singh *(Faculty Co-Chair, tie-vote)*
Zack Judson *(Faculty Vice Chair – nv, Content Review Liaison)*
Mi Chang *(Curriculum Secretary - nv)*

ABSENT:

Mike Appio *(AT),* Ramona Gabriel *(SS),* Christa Steiner *(Articulation Officer),* Mary Clark-Tillman *(Curriculum Coordinator - nv)*

GUESTS:

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1. **Approval of today's agenda – APPROVED** – (M/S/C—Ray/Lakshmanan) – as presented.

2. **APPROVAL OF MINUTES:**
   a. October 22, 2024, Minutes – **APPROVED** – (M/S/C—Kalpin/Fritz) – as presented.

3. **CONSENT CALENDAR:**
   a. **APPROVED, effective Fall 2025:**
   To: Curriculum Committee
   Date: Oct 25, 2024
   Re: Top Code and SAM Code Update for MAND 51,52,53,54,55A,55B,56A,56B

   Effective fall 2025

   Courses:
   MAND 51
   MAND 52
   MAND 53
   MAND 54
   MAND 55A
   MAND 55B
   MAND 56A
   MAND 56B

   Requested Changes for all classes above:

•Top Code: Update to 2140.00 – Legal and Community Interpretation
•SAM Code: Update to C (Clearly Occupational)

- signed Hua-Fu Liu
- signed Debbie Lee
- signed Randy Bryant

b. **APPROVED, effective Fall 2025:**
October 15, 2024

To: Elvin Ramos, Dean of Social Sciences and Humanities
Kristin Skager, Dean of Creative Arts

Fr: Mary K. Clark-Tillman, Curriculum Coordinator

Cc: Lydia Hearn, Interim VP of Instruction
Sam Bliss, Associate VP of Instruction
Sukhjit Singh, Curriculum Committee Faculty Co-Chair
Zack Judson, Curriculum Committee Faculty Vice Chair
Christa Steiner, Articulation Officer
Erik Woodbury, Academic Senate President
Mi Chang, Curriculum Committee Secretary

Re: Course(s) not meeting the annual curriculum deadline for the 2023-24 year to be offered in the 2024-25 catalog
The following courses did not meet our annual curriculum deadline for the 2024-25 year to be offered in the 2025-26 catalog/academic year. These courses were not in their final stage in eLumen to be considered a complete submission. Additionally, neither a formal deletion memo was submitted by the May 3rd initial deadline, the October 7th extension deadline, or the October 22nd second extension deadline.

MUSI 15A - Guitar Ensemble I
MUSI 15B - Guitar Ensemble II
PARA 92B - Corporate Securities Regulations
PARA 98 - Drafting Wills and Trusts
PARA 99 - California Probate Law and Procedures

Per the annual Curriculum Office processes for courses not meeting the annual deadline, we request that these courses be removed from the 2025-26 course offerings for one year. The departments/divisions can submit these courses by the next annual curriculum deadline on May 28, 2025 (unless otherwise communicated through the proper protocol chains) to be reactivated in the 2026-27 course offerings. If these courses are not submitted by the deadline, they face permanent deletion/removal from future course catalog offerings.

Should you have any questions, please feel free to contact my office. Thank you in advance for your cooperation and understanding in this matter.
Regards,
Mary K. Clark-Tillman

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c. To: Curriculum Committee
Date: November 4, 2024
Re: Remove AUTO 53B Revision Workflow in eLumen

Please remove the AUTO 53B revision workflow in eLumen that was approved by Curriculum Committee on 10/22/24. The course will be deleted for fall 2026.

Approved Dave Capitolo
Approved Manisha Karia

4. **ACTION CALENDAR – APPROVED** – (M/S/C—Judson/Kalpin) – 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.

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a.	**APPROVED, effective Fall 2025: ASTR 15L** Initiator: Caitlin Kepple Title: Astronomy Laboratory Unit(s): 1 Lab Hour(s): 3 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC Online **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
b.	**APPROVED, effective Fall 2025: BUS 85** Initiator: Sandra Spencer Title: Business Communication Unit(s): 3 Lec Hour(s): 3 5-Year Review Program Applicable CSU Transferable Online **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
c.	**APPROVED, effective Fall 2025: BUS 89** Initiator: John Francis Title: Advertising Unit(s): 5 Lec Hour(s): 5 5-Year Review Program Applicable

	CSU Transferable Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
d.	**APPROVED, effective Fall 2025: C D 68** Initiator: Jayanti Roy Title: Teaching in a Diverse Society Unit(s): 4 Lec Hour(s): 4 5-Year Review Program Applicable CSU Transferable C-ID Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
e.	**APPROVED, effective Fall 2025: C D 71** Initiator: Li Sun Title: Constructive Guidance and Positive Discipline in Early Childhood Unit(s): 3 Lec Hour(s): 3 5-Year Review Program Applicable CSU Transferable Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
f.	**APPROVED, effective Fall 2025: C D 75** Initiator: Li Sun Title: Social Emotional Development in Early Childhood Unit(s): 3 Lec Hour(s): 3 5-Year Review Program Applicable CSU Transferable Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
g.	**APPROVED, effective Fall 2025: C D 90** Initiator: Nellie Vargas Title: Facilitating Inclusion in Early Childhood Programs: Intervention Strategies Unit(s): 3 Lec Hour(s): 3

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	5-Year Review Program Applicable CSU Transferable Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
h.	**APPROVED, effective Fall 2025: CIS 18B** Initiator: Clare Nguyen Title: Advanced UNIX/LINUX Unit(s): 4.5 Lec Hour(s): 4 Lab Hour(s): 1.5 5-Year Review Program Applicable CSU Transferable & UC Transferable Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
i.	**APPROVED, effective Fall 2025: CIS 18C** Initiator: Clare Nguyen Title: Bash Scripting Unit(s): 4.5 Lec Hour(s): 4 Lab Hour(s): 1.5 5-Year Review Program Applicable CSU Transferable & UC Transferable Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
j.	**APPROVED, effective Fall 2025: CIS 26B** Initiator: Delia Garbacea Title: Advanced C Programming Unit(s): 4.5 Lec Hour(s): 4 Lab Hour(s): 1.5 5-Year Review Program Applicable CSU Transferable & UC Transferable Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
k.	**APPROVED, effective Fall 2025: CIS 26BH** Initiator: Delia Garbacea Title: Advanced C Programming - HONORS Unit(s): 4.5 Lec Hour(s): 4 Lab Hour(s): 1.5

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	5-Year Review Program Applicable CSU Transferable & UC Transferable Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
l.	**APPROVED, effective Fall 2025: CIS 27** Initiator: Mary Pape Title: Programming in C++ for C/Java Programmers Unit(s): 4.5 Lec Hour(s): 4 Lab Hour(s): 1.5 5-Year Review Program Applicable CSU Transferable & UC Transferable Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
m.	**APPROVED, effective Fall 2025: CIS 28** Initiator: Mary Pape Title: Object Oriented Analysis and Design Unit(s): 4.5 Lec Hour(s): 4 Lab Hour(s): 1.5 5-Year Review Program Applicable CSU Transferable & UC Transferable Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
n.	**APPROVED, effective Fall 2025: CIS 37** Initiator: Jennifer Parrish Title: Java for Mobile Development Unit(s): 4.5 Lec Hour(s): 4 Lab Hour(s): 1.5 5-Year Review Program Applicable CSU Transferable & UC Transferable Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
o.	**APPROVED, effective Fall 2025: CIS 74** Initiator: Manish Goel Title: Software Quality Assurance

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	Unit(s): 4.5 Lec Hour(s): 4 Lab Hour(s): 1.5 5-Year Review Program Applicable CSU Transferable Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
p.	**APPROVED, effective Fall 2025: CIS 83** Initiator: Mary Pape Title: Open Computer Information Systems Laboratory Unit(s): .5 Lab Hour(s): 1.5 5-Year Review Stand-Alone CSU Transferable Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
q.	**APPROVED, effective Fall 2025: CIS 105** Initiator: Mary Pape Title: Cloud Security Fundamentals Unit(s): 4.5 Lec Hour(s): 4 Lab Hour(s): 1.5 5-Year Review Program Applicable Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
r.	**APPROVED, effective Fall 2025: COMM 1 (New #: COMM C1000)** Initiator: Stephanie Anderson Title: Introduction to Public Speaking Unit(s): 5 Lec Hour(s): 5 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC C-ID Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.

s.	**APPROVED, effective Fall 2025: COMM 1H (New #: COMM C1000H)** Initiator: Stephanie Anderson Title: Introduction to Public Speaking - HONORS Unit(s): 5 Lec Hour(s): 5 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC C-ID Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
t.	**APPROVED, effective Fall 2025: DANC 23A** Initiator: Janet Shaw Title: Theory and Technique of Contemporary (Modern) Dance I Unit(s): 1 Lab Hour(s): 3 Repeat: Family 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
u.	**APPROVED, effective Fall 2025: DANC 23B** Initiator: Janet Shaw Title: Theory and Technique of Contemporary (Modern) Dance II Unit(s): 1 Lab Hour(s): 3 Repeat: Family 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
v.	**APPROVED, effective Fall 2025: DANC 23C** Initiator: Janet Shaw Title: Theory and Technique of Contemporary (Modern) Dance III Unit(s): 1 Lab Hour(s): 3 Repeat: Family 5-Year Review

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	Program Applicable CSU Transferable & UC Transferable De Anza GE **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
w.	**APPROVED, effective Fall 2025: ECON 1** Initiator: Ravjeet Singh Title: Principles of Macroeconomics Unit(s): 4 Lec Hour(s): 4 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC C-ID Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
x.	**APPROVED, effective Fall 2025: ECON 1H** Initiator: Ravjeet Singh Title: Principles of Macroeconomics - HONORS Unit(s): 4 Lec Hour(s): 4 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC C-ID Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
y.	**APPROVED, effective Fall 2025: EWRT 1A (New #: ENGL C1000)** Initiator: Karen Chow Title: Academic Reading and Writing Unit(s): 5 Lec Hour(s): 5 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC C-ID Online & Hybrid

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	Approved Curriculum Consensus Vote Items: —See Appendix A for required and/or recommended changes.
z.	**APPROVED, effective Fall 2025: EWRT 1AH (New #: ENGL C1000H)** Initiator: Karen Chow Title: Academic Reading and Writing - HONORS Unit(s): 5 Lec Hour(s): 5 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC C-ID Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
aa.	**APPROVED, effective Fall 2025: EWRT 2 (New #: ENGL C1001)** Initiator: Karen Chow Title: Critical Thinking and Writing Unit(s): 5 Lec Hour(s): 5 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC C-ID Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
bb.	**APPROVED, effective Fall 2025: EWRT 2H (New #: ENGL C1001H)** Initiator: Karen Chow Title: Critical Thinking and Writing - HONORS Unit(s): 5 Lec Hour(s): 5 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC C-ID Hybrid **Approved Curriculum Consensus Vote Items:**

	• Required: Examples of Texts and References – Part 1 must match the textbooks from the template (including the item with the title, “Materials shall be primarily…”. and must be placed BEFORE Part 2. Part 2 will have a maximum of 5 allowed. • Required: Prerequisites must be identical to the template.
cc.	**APPROVED, effective Fall 2025: HIST 3A** Initiator: Carol Cini Title: World History from Prehistory to 750 CE Unit(s): 4 Lec Hour(s): 4 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC C-ID Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
dd.	**APPROVED, effective Fall 2025: HIST 3AH** Initiator: Carol Cini Title: World History from Prehistory to 750 CE - HONORS Unit(s): 4 Lec Hour(s): 4 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC C-ID Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
ee.	**APPROVED, effective Fall 2025: HIST 3B** Initiator: Carol Cini Title: World History from 750 to 1750 CE Unit(s): 4 Lec Hour(s): 4 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC C-ID Online & Hybrid

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	Approved Curriculum Consensus Vote Items: —See Appendix A for required and/or recommended changes.
ff.	**APPROVED, effective Fall 2025: HIST 3BH** Initiator: Carol Cini Title: World History from 750 to 1750 CE - HONORS Unit(s): 4 Lec Hour(s): 4 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC C-ID Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
gg.	**APPROVED, effective Fall 2025: HIST 3C** Initiator: Carol Cini Title: World History from 1750 CE to the Present Unit(s): 4 Lec Hour(s): 4 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC C-ID Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
hh.	**APPROVED, effective Fall 2025: HIST 3CH** Initiator: Carol Cini Title: World History from 1750 CE to the Present - HONORS Unit(s): 4 Lec Hour(s): 4 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC C-ID Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.

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ii.	**APPROVED, effective Fall 2025: MATH 10 (New #: STAT C1000)** Initiator: Zack Judson Title: Introduction to Statistics Unit(s): 5 Lec Hour(s): 5 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC C-ID Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
jj.	**APPROVED, effective Fall 2025: MATH 10H (New #: STAT C1000H)** Initiator: Zack Judson Title: Introduction to Statistics - HONORS Unit(s): 5 Lec Hour(s): 5 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC C-ID Online & Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
kk.	**APPROVED, effective Fall 2025: PHYS 2A** Initiator: Zuleyha Yuksek Title: General Physics I Unit(s): 5 Lec Hour(s): 4 Lab Hour(s): 3 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC C-ID **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
ll.	**APPROVED, effective Fall 2025: PHYS 2B** Initiator: Zuleyha Yuksek Title: General Physics II

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	Unit(s): 5 Lec Hour(s): 4 Lab Hour(s): 3 5-Year Review Program Applicable CSU Transferable & UC Transferable C-ID **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
mm.	**APPROVED, effective Fall 2025: PHYS 2C** Initiator: Zuleyha Yuksek Title: General Physics III Unit(s): 5 Lec Hour(s): 4 Lab Hour(s): 3 5-Year Review Program Applicable CSU Transferable & UC Transferable C-ID **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
nn.	**APPROVED, effective Fall 2025: POLI 1 (New #: POLS C1000)** Initiator: James Nguyen Title: American Government and Politics Unit(s): 5 Lec Hour(s): 5 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC C-ID Hybrid **Approved Curriculum Consensus Vote Items:** —See Appendix A for required and/or recommended changes.
oo.	**APPROVED, effective Fall 2025: POLI 1H (New #: POLS C1000H)** Initiator: James Nguyen Title: American Government and Politics - HONORS Unit(s): 5 Lec Hour(s): 5 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC C-ID Hybrid

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	Approved Curriculum Consensus Vote Items: —See Appendix A for required and/or recommended changes.
pp.	**APPROVED, effective Fall 2025: PSYC 1 (New #: PSYC C1000)** Initiator: Mark Healy Title: Introduction to Psychology Unit(s): 4 Lec Hour(s): 4 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Cal-GETC C-ID Hybrid **Approved Curriculum Consensus Vote Items:** • Required: Examples of Texts and References – Part 1 must match the textbooks from the template (including the item with the title, "Materials shall be primarily…". and must be placed BEFORE Part 2. Part 2 will have a maximum of 5 allowed. • Required: De Anza GE form must be completed.

5. **OTHER BUSINESS**:

   a. Equity in COR (i.e. OER) – Judson
   Judson presented a DEI document. Generate a guideline for reviewing course outlines. Will bring this back at the last fall 2024 meeting to have a vote taken to define that Curriculum is taking action and incorporating equity in curriculum.

   b. Public Comments – None.

6. **MEETING ADJOURNED —** (M/S/C— Lakshmanan/Marquez/)

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APPENDIX A

ASTRD015L

Area	Edit Type	Edit
Basic Course Information - General Information	Required	Course Description - use complete sentences; Incomplete sentences will be edited during catalog production process

De Anza GE Form

Area	Edit Type	Edit
Criteria 1	Required	Present core concepts and scope that define the discipline. (ONLY using the Outline, Assignments or Methods of Evaluation areas, cite, copy and paste the area referenced.) - please DO NOT use CSLOs
Criteria 2	Recommended	Please describe the written component more explicitly.

BUSD085.

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

BUSD089.

Area	Edit Type	Edit
Basic Course Information - General Information	Required	Course Description - use complete sentences; Incomplete sentences will be edited during catalog production process

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

C DD068.

None		

C DD071.

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
Specification - Examples of Primary Texts and References	Required	Review texts/references and update to reflect current publication/years (last text has a more recent edition)

C DD075.

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	There must be at least one text dated no later than 2018

C DD090.

None		

CISD018B

NONE		

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CISD018C		
NONE		

CISD026B		
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 - Assignments	Required	Remove reference to section X.

CISD26BH		
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 - Assignments	Required	Remove reference to section X.

CISD027.		
Area	**Edit Type**	**Edit**
Basic Course Information - General Information	Required	Course Justification - use complete sentences; Incomplete sentences will be edited during catalog production process
Specification - Examples of Primary Texts and References	Required	Separate author, title, etc. into individual fields
Specification - Examples of Primary Texts and References	Required	Review texts/references and update to reflect current publication/years

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Specification - Examples of Primary Texts and References	Required	Include a text/reference dated 2018 or later

CISD028.

Area	Edit Type	Edit
Basic Course Information - General Information	Required	Course Justification - use complete sentences; Incomplete sentences will be edited during catalog production process
Specification - Examples of Primary Texts and References	Required	Separate author, title, etc. into individual fields
Specification - Examples of Primary Texts and References	Required	Review texts/references and update to reflect current publication/years
Outline - Course Outline	Required	Topic A - replace "Object" - to begin with a Bloom's Taxonomy verb - see https://www.deanza.edu/curriculum/guides/blooms.html for a list of Bloom's verbs
Learning Outcomes - Course Objectives	Required	Edit the corresponding objective to match the above change
Outline - Course Outline	Required	Topic B - replace "Understand" to begin with a Bloom's Taxonomy verb - see https://www.deanza.edu/curriculum/guides/blooms.html for a list of Bloom's verbs. Consider "Summarize"
Learning Outcomes - Course Objectives	Required	Edit the corresponding objective to match the above change

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CISD037.

None		

CISD074.

None		

CISD083.

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	Stand-Alone Statement - edit to remove course ID and/or course title
Basic Course Information - Course Justification	Required	Course Justification - edit to remove course ID and/or course title
Specification - Methods of Evaluation	Required	Edit or add a sub-topic indicating the final exam/project/paper
Outline - Course Outline	Required	Topic A - Begin with a Bloom's Taxonomy verb - see https://www.deanza.edu/curriculum/guides/blooms.html for a list of Bloom's verbs. Consider "Assess"
Learning Outcomes - Course Objectives	Required	Edit the corresponding objective to match the above change

CISD105.

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

COMMC1000

Area	Edit Type	Edit
Specification - Examples of Primary Texts and References	Required	List all of the template textbooks. The template textbooks must come before any additional texts of the departments choosing.

COMMC1000H

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Area	Edit Type	Edit
Specification - Examples of Primary Texts and References	Required	List all of the template textbooks. The template textbooks must come before any additional texts of the departments choosing.

DANCD023A

Area	Edit Type	Edit
Specification - Methods of Evaluation	Required	Edit or add a sub-topic indicating the final exam/project/paper
Specification - Examples of Primary Texts and References	Required	Review texts/references and update to reflect current publication/years
Specification - Essential College Facilities	Required	Remove wi-fi only and keep the rest

De Anza GE Form

Area	Edit Type	Edit
Criteria 2	Required	Please include collaborative exercises with oral and written communication.

DANCD023B

Area	Edit Type	Edit
Specification - Methods of Evaluation	Required	Edit or add a sub-topic indicating the final exam/project/paper
Specification - Essential College Facilities	Required	Remove wi-fi only and keep the rest

De Anza GE Form

Area	Edit Type	Edit

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Criteria 2	Required	Please include collaborative exercises with oral and written communication.

DANCD023C

Area	Edit Type	Edit
Specification - Methods of Evaluation	Required	Method of Evaluation D needs criteria. (What are the student-to-student feedbacks being graded for?)
Specification - Essential College Facilities	Required	Remove wi-fi only and keep the rest

De Anza GE Form

Area	Edit Type	Edit
Criteria 2	Required	Please include collaborative exercises with oral and written communication.

ECOND001.

Area	Edit Type	Edit
Specification - Methods of Instruction	Required	Remove mention of modality (online/hybrid) - ensure the same edit between ECON 1 and ECON 1H
Specification - Methods of Evaluation	Required	C. needs criteria (how are you grading the participation/discussion/online debates) - ensure the same edit between ECON 1 and ECON 1H
Specification - Methods of Evaluation	Required	D. needs criteria (critical essays cannot be graded for correctness) - ensure the same edit between ECON 1 and ECON 1H
Specification - Examples of Primary Texts and References	Required	Limit Primary texts to 5 - ensure the same edit between ECON 1 and ECON 1H
Specification - Essential College Facilities	Required	It should be "NONE". - ensure the same edit between ECON 1 and ECON 1H

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ECOND001H

Area	Edit Type	Edit
Specification - Methods of Instruction	Required	Remove mention of modality (online/hybrid) - ensure the same edit between ECON 1 and ECON 1H
Specification - Methods of Evaluation	Required	C. needs criteria (how are you grading the participation/discussion/online debates) - ensure the same edit between ECON 1 and ECON 1H
Specification - Methods of Evaluation	Required	D. needs criteria (critical essays cannot be graded for correctness) - ensure the same edit between ECON 1 and ECON 1H
Specification - Examples of Primary Texts and References	Required	Limit Primary texts to 5 - ensure the same edit between ECON 1 and ECON 1H
Specification - Essential College Facilities	Required	It should be "NONE". - ensure the same edit between ECON 1 and ECON 1H

ENGLC1000

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
Specification - Examples of Primary Texts and References	Required	Must include the statements in Part 1. List each of the following statements as a title in an additional text.
	ADD	An anthology, or appropriate Open Educational Resources (OER) containing culturally diverse college-level essays, articles, or other texts.
	ADD	A college-level handbook on writing and documentation or evidence of similar writing pedagogy.
	ADD	Course texts may include book-length works.
	ADD	Texts used by individual institutions and even individual sections will vary. The list of representative texts must include at least one text with a publication date within seven (7) years of the course outline approval date.

Specification - Examples of Primary Texts and References	Required	The added "texts" above must occur before your departments additional texts.
Req/Adv	Required	Prerequsite must be identical to CCN template

ENGLC1000H

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
Specification - Examples of Primary Texts and References	Required	Must include the statements in Part 1. List each of the following statements as a title in an additional text.
	ADD	An anthology, or appropriate Open Educational Resources (OER) containing culturally diverse college-level essays, articles, or other texts.
	ADD	A college-level handbook on writing and documentation or evidence of similar writing pedagogy.
	ADD	Course texts may include book-length works.
	ADD	Texts used by individual institutions and even individual sections will vary. The list of representative texts must include at least one text with a publication date within seven (7) years of the course outline approval date.
Specification - Examples of Primary Texts and References	Required	The added "texts" above must occur before your departments additional texts.
Req/Adv	Required	Prerequsite must be identical to CCN template

DRAFT

ENGLC1001

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

Specification - Examples of Primary Texts and References	Required	first "textbook" entry must be - "Materials shall be primarily non-fiction, are expected to represent culturally diverse perspectives, and will vary by individual institutions and sections. A writing handbook must be included. Open Educational Resources (OER) materials are encouraged."
Specification - Examples of Primary Texts and References	Required	All 7 of the texts listed in the template need to be included in that order after the above "text"
Specification - Examples of Primary Texts and References	Recommended	After those 7 textbooks you may include up to 5 additional texts at the descretion of your department
Req/Adv	Required	Prerequsite must be identical to CCN template

HISTD003A

None		

HISTD03AH

None		

HISTD003B

None		

HISTD03BH

None		

HISTD003C

None		

DRAFT

HISTD03CH

None		

PHYSD002A

Area	Edit Type	Edit
Basic Course Information - General Information	Required	Course Description - use complete sentences; Incomplete sentences will be edited during catalog production process

PHYSD002B

Area	Edit Type	Edit
Basic Course Information - General Information	Required	Course Description - use complete sentences; Incomplete sentences will be edited during catalog production process

PHYSD002C

Area	Edit Type	Edit
Basic Course Information - General Information	Required	Course Description - use complete sentences; Incomplete sentences will be edited during catalog production process

POLSC1000

Area	Edit Type	Edit
Specification - Examples of Primary Texts and References	Required	The textbooks from the template must occur before your additional textbooks.

POLSC1000H

DRAFT

Area	Edit Type	Edit
Specification - Examples of Primary Texts and References	Required	The textbooks from the template must occur before your additional textbooks.
Specification - Methods of Evaluation	Required	Include what was previously listed here as a Part 2.

STATC1000

De Anza GE Form

Area	Edit Type	Edit
Criteria 3	Required	this response references outline letter J but this letter is not present in the outline. please add correct section of the outline
Criteria 4	Required	this response references outline letter J but this letter is not present in the outline. please add correct section of the outline
Criteria 5	Required	this response references outline letter J but this letter is not present in the outline. please add correct section of the outline
Criteria 6	Required	this response references outline letter J but this letter is not present in the outline. please add correct section of the outline

STATC1000H

De Anza GE Form

Area	Edit Type	Edit
Criteria 3	Required	this response references outline letter J but this letter is not present in the outline. please add correct section of the outline
Criteria 4	Required	this response references outline letter J but this letter is not present in the outline. please add correct section of the outline

DRAFT

Criteria 5	Required	this response references outline letter J but this letter is not present in the outline. please add correct section of the outline
Criteria 6	Required	this response references outline letter J but this letter is not present in the outline. please add correct section of the outline

DRAFT