DE ANZA COLLEGE
CURRICULUM COMMITTEE MEETING

Tuesday, May 6, 2025
2:30pm – 4:00pm
Location: Staff Development Lab – MLC 243

This meeting will be held in a hybrid modality, meaning anyone can participate in-person or online. To join remotely, see the Zoom information on the Curriculum website (deanza.edu/curriculum).

AGENDA

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

2. **Approval of minutes from:**

   a. April 15, 2025, Minutes

3. **CONSENT CALENDAR:**

   a. Date: April 26, 2025
   From: Mallory Newell
   To: Curriculum Committee
   Subject: Online Program Designation, effective, Fall 2025

   I was able to pull these together to meet your first deadline. All new programs can be completed 50% online while some have all courses that have been approved for online offerings.

   - Illustration COAA 50%
   - Illustration AA 50%

   - UI/UX: User Interface/User Experience COAA 100%

   - UI/UX: User Interface/User Experience AA 100%

   - Ethnic Studies COA 100%
   - Japanese COA 100%
   - Hindi COA 100%
   - Vietnamese COA 100%
   - Mandarin AA 100%

   - Environmental Science AST 50%

   - signed by Mallory Newell

   b. May 1, 2025

      To: Thomas Ray, Dean of Language Arts

      Cc: Lydia Hearn, Interim VP of Instruction

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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 Sunset Policy Deletions Effective Fall 2026

The following courses will be permanently removed from the 2026-2027 course catalog in accordance with the college's "Course Sunset Policy." As of Fall 2026, these courses will no longer be available.

- COMM 78X - Special Topics in Communication Studies
- COMM 78Y - Special Topics in Communication Studies
- COMM 78Z - Special Topics in Communication Studies

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

Mary K. Clark-Tillman

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4. **ACTION CALENDAR (effective fall 2026 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.	**BUS 386** Initiator: Michele Fritz Title: Business Analytics Unit(s): 0 Lec Hour(s): 5 Repeat: 99 New Course Program Applicable Online & Hybrid See Appendix A for required and/or recommended changes.
b.	**JOUR 61A** Initiator: Farideh Dada Title: Student News Media Production I Unit(s): 3 Lab Hour(s): 9 5-Year Review Program Applicable CSU Transferable C-ID Online & Hybrid See Appendix A for required and/or recommended changes.
c.	**JOUR 361A** Initiator: Farideh Dada Title: Student News Media Production I Unit(s): 0 Lab Hour(s): 9 Repeat: 99 5-Year Review Program Applicable Online & Hybrid See Appendix A for required and/or recommended changes.

d.	**JOUR 61B** Initiator: Farideh Dada Title: Student News Media Production II Unit(s): 3 Lab Hour(s): 9 5-Year Review Program Applicable CSU Transferable C-ID Online & Hybrid See Appendix A for required and/or recommended changes.
e.	**JOUR 361B** Initiator: Farideh Dada Title: Student News Media Production II Unit(s): 0 Lab Hour(s): 9 Repeat: 99 New Course Program Applicable Online & Hybrid See Appendix A for required and/or recommended changes.
f.	**JOUR 61C** Initiator: Farideh Dada Title: Editorial Leadership for Student News Media Unit(s): 3 Lab Hour(s): 9 5-Year Review Program Applicable CSU Transferable C-ID Online & Hybrid See Appendix A for required and/or recommended changes.
g.	**JOUR 361C** Initiator: Farideh Dada Title: Editorial Leadership for Student News Media Unit(s): 0 Lab Hour(s): 9 Repeat: 99 New Course Program Applicable Online & Hybrid See Appendix A for required and/or recommended changes.

h.	**MAND 1** Initiator: Hua-Fu Liu Title: Elementary Mandarin (First Quarter) Unit(s): 5 Lec Hour(s): 5 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Online & Hybrid See Appendix A for required and/or recommended changes.
i.	**MAND 2** Initiator: Hua-Fu Liu Title: Elementary Mandarin (Second Quarter) Unit(s): 5 Lec Hour(s): 5 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Online & Hybrid See Appendix A for required and/or recommended changes.
j.	**MAND 3** Initiator: Hua-Fu Liu Title: Elementary Mandarin (Third Quarter) Unit(s): 5 Lec Hour(s): 5 5-Year Review Program Applicable CSU Transferable & UC Transferable De Anza GE Online & Hybrid See Appendix A for required and/or recommended changes.
k.	**MAND 351** Initiator: Hua-Fu Liu Title: Introduction to Translation and Interpreting Unit(s): 0 Lec Hour(s): 4.5 Repeat: 99 New Course Program Applicable Online & Hybrid See Appendix A for required and/or recommended changes.

l.	**MAND 352** Initiator: Hua-Fu Liu Title: Mandarin Grammar and Composition Unit(s): 0 Lec Hour(s): 4.5 Repeat: 99 New Course Program Applicable Online & Hybrid See Appendix A for required and/or recommended changes.
m.	**MAND 353** Initiator: Hua-Fu Liu Title: Introduction to Mandarin/English Linguistics Analysis Unit(s): 0 Lec Hour(s): 4.5 Repeat: 99 New Course Program Applicable Online & Hybrid See Appendix A for required and/or recommended changes.
n.	**MAND 354** Initiator: Hua-Fu Liu Title: Sight Translation Unit(s): 0 Lec Hour(s): 4.5 Repeat: 99 New Course Program Applicable Online & Hybrid See Appendix A for required and/or recommended changes.
o.	**MAND 355A** Initiator: Hua-Fu Liu Title: Consecutive Interpretation I Unit(s): 0 Lec Hour(s): 4.5 Repeat: 99 New Course Program Applicable Online & Hybrid See Appendix A for required and/or recommended changes.

p.	**MAND 355B** Initiator: Hua-Fu Liu Title: Consecutive Interpretation II Unit(s): 0 Lec Hour(s): 4.5 Repeat: 99 New Course Program Applicable Online & Hybrid See Appendix A for required and/or recommended changes.
q.	**MAND 356A** Initiator: Hua-Fu Liu Title: Simultaneous Interpretation I Unit(s): 0 Lec Hour(s): 4.5 Repeat: 99 New Course Program Applicable Online & Hybrid See Appendix A for required and/or recommended changes.
r.	**MAND 356B** Initiator: Hua-Fu Liu Title: Simultaneous Interpretation II Unit(s): 0 Lec Hour(s): 4.5 Repeat: 99 New Course Program Applicable Online & Hybrid See Appendix A for required and/or recommended changes.
s.	**PHTG 302** Initiator: Lisa Teng Title: Intermediate Photography Unit(s): 0 Lec Hour(s): 2 Lab Hour(s): 3 Repeat: 99 New Course Program Applicable See Appendix A for required and/or recommended changes.

t.	**PHTG 306** Initiator: Lisa Teng Title: Photography Production Laboratory Unit(s): 0 Lab Hour(s): 6 Repeat: 99 New Course Program Applicable See Appendix A for required and/or recommended changes.
u.	**PHTG 354** Initiator: Lisa Teng Title: Experimental Photography Unit(s): 0 Lec Hour(s): 2 Lab Hour(s): 3 Repeat: 99 New Course Program Applicable See Appendix A for required and/or recommended changes.

5. **OTHER BUSINESS:**

   a. Review Remote Attendance Policy – Singh

      https://www.deanza.edu/curriculum/curriculumcommittee/research/index.html

   b. Meeting the May 28, 2025 Deadline – Singh

      - The curriculum deadline refers to completing workflows into stage 13 (courses) and stage 9 (programs) in eLumen.

      - **Please be advised that on May 29, 2025, all workflows not in the stages specified above will be submitted for suspension and the workflow will be deleted.**

   c. President Torres announced IEPI funding for noncredit, with a portion designated for professional development for Curriculum Committee members – Singh

   d. DEI in COR – Bliss/Judson

      - https://www.deanza.edu/curriculum/curriculumcommittee/files/index.html

   e. Public Comments

6. MEETING ADJOURNED

The following individuals are attending from the listed location. Individuals attending outside of the district are considered guests or non-voting members.

MEMBER	REMOTE LOCATION	IN DISTRICT?

BUSD386.

Area	Edit Type	Edit
Specification - Methods of Evaluation	Required	MOE.B - cannot be expanded. Incorporate into B or make it a C and D
Specification - Examples of Primary Texts and References	Required	Review texts/references and update to reflect current publication/years

JOURD061A

Area	Edit Type	Edit
Specification - Essential Student Materials	Required	Please remove second sentence. Ensure the same edits between JOUR 61A and JOUR 361A

JOURD361A

Area	Edit Type	Edit
Specification - Essential Student Materials	Required	Please remove second sentence. Ensure the same edits between JOUR 61A and JOUR 361A

JOURD061B

Area	Edit Type	Edit
Basic Course Information - Course Justification	Required	Course Justification - the need sentence needs to match between JOUR 61B and JOUR 361B
Specification - Methods of Evaluation	Required	Remove "possible" in MOE - E as a final is required.Ensure the same edits between JOUR 61B and JOUR 361B

Specification - Essential College Facilities	Required	Please remove mention of access to internet since that is assumed to be available in all de anza classrooms. If conferencing tools is anything beyond zoom, please specify. Otherwise please remove mention to conferencing tools since Zoom is already available to all de anza employees. Ensure the same edits between JOUR 61B and JOUR 361B
Learning Outcomes - CSLOs	Required	CSLOs must match between JOUR 61B and JOUR 361B

JOURD361B

Area	Edit Type	Edit
Basic Course Information - Course Justification	Required	Course Justification - the need sentence needs to match between JOUR 61B and JOUR 361B
Specification - Methods of Evaluation	Required	Remove "possible" in MOE - E as a final is required.Ensure the same edits between JOUR 61B and JOUR 361B
Specification - Essential College Facilities	Required	Please remove mention of access to internet since that is assumed to be available in all de anza classrooms. If conferencing tools is anything beyond zoom, please specify. Otherwise please remove mention to conferencing tools since Zoom is already available to all de anza employees. Ensure the same edits between JOUR 61B and JOUR 361B
Learning Outcomes - CSLOs	Required	CSLOs must match between JOUR 61B and JOUR 361B

JOURD061C

Area	Edit Type	Edit
Basic Course Information - Course Justification	Required	Course Justification - the need sentence needs to match between JOUR 61C and JOUR 361C
Specification - Essential College Facilities	Required	Remove "Reliable access to the internet and conferencing tools, such as Zoom." Ensure the same edits between JOUR 61C and JOUR 361C

Specification - Examples of Primary Texts and References	Required	Remove one as the maximum is five. Ensure the same edits between JOUR 61C and JOUR 361C
Outline - Course Outline	Required	Objective C - Manage; Begin with a Bloom's Taxonomy verb - see https://www.deanza.edu/curriculum/guides/blooms.html for a list of Bloom's verbs; choose a different verb than "MANAGE"; see page 31 of the curriculum guide. Ensure the same edits between JOUR 61C and JOUR 361C
Learning Outcomes - Course Objectives	Required	Edit the corresponding objective to match the above change
Learning Outcomes - CSLOs	Required	CSLOs must match between JOUR 61C and JOUR 361C

JOURD361C

Area	Edit Type	Edit
Basic Course Information - Course Justification	Required	Course Justification - the need sentence needs to match between JOUR 61C and JOUR 361C
Specification - Essential College Facilities	Required	Remove "Reliable access to the internet and conferencing tools, such as Zoom." Ensure the same edits between JOUR 61C and JOUR 361C
Outline - Course Outline	Required	Objective C - Manage; Begin with a Bloom's Taxonomy verb - see https://www.deanza.edu/curriculum/guides/blooms.html for a list of Bloom's verbs; choose a different verb than "MANAGE"; see page 31 of the curriculum guide. Ensure the same edits between JOUR 61C and JOUR 361C
Learning Outcomes - Course Objectives	Required	Edit the corresponding objective to match the above change
Learning Outcomes - CSLOs	Required	CSLOs must match between JOUR 61C and JOUR 361C

MANDD001.

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

		Begin with a Bloom's Taxonomy verb - see https://www.deanza.edu/curriculum/guides/blooms.html for a list of Bloom's verbs; choose a word other than "DERIVE"; see the curriculum guide page 31.
Learning Outcomes - CSLOs	Recommended	

MANDD002.

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 Description - remove course ID reference
Learning Outcomes - CSLOs	Recommended	Begin with a Bloom's Taxonomy verb - see https://www.deanza.edu/curriculum/guides/blooms.html for a list of Bloom's verbs; choose a word other than "DERIVE"; see curriculum guide page 31.

MANDD003.

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 Description - remove course ID reference
Learning Outcomes - CSLOs	Recommended	Begin with a Bloom's Taxonomy verb - see https://www.deanza.edu/curriculum/guides/blooms.html for a list of Bloom's verbs; choose a verb other than "DERIVE"; see page 31 in the curriculum guide.

MANDD351.

None		

MANDD352.

Area	Edit Type	Edit
Learning Outcomes - CSLOs	Recommended	Begin with a Bloom's Taxonomy verb - see https://www.deanza.edu/curriculum/guides/blooms.html for a list of Bloom's verbs: Assume is not a blooms verb. Bloom's verbs are meant to reflect observable and measurable student actions (e.g., "analyze," "evaluate," "create"), and "assume" isn't easy to measure in that way.

MANDD353.

None		

MANDD354.

None		

MANDD355A

Area	Edit Type	Edit
Outline - Course Outline	Required	Objective D - Address; Begin with a Bloom's Taxonomy verb - see https://www.deanza.edu/curriculum/guides/blooms.html for a list of Bloom's verbs: "Address" is often vague and is more of a general action verb and doesn't clearly align with a specific cognitive process that Bloom's taxonomy describes. Discuss, examine, evaluate is a clearer verb for examaning an indepth problem.
Learning Outcomes - Course Objectives	Required	Edit the corresponding objective to match the above change

Learning Outcomes - CSLOs	Recommended	Begin with a Bloom's Taxonomy verb - see https://www.deanza.edu/curriculum/guides/blooms.html for a list of Bloom's verbs: "Request" is not typically considered a Bloom's taxonomy verb. In a Bloom's context, you'd usually want a verb that clearly shows thinking or knowledge. You may want to use a verb such as "Demonstrate, or Use as an example.
Learning Outcomes - CSLOs	Recommended	Begin with a Bloom's Taxonomy verb - see https://www.deanza.edu/curriculum/guides/blooms.html for a list of Bloom's verbs: "Manage" is not typically considered a Bloom's taxonomy verb, as it doesn't clearly align with a specific cognitive process in Bloom's framework. If you need a Bloom's verb that reflects the higher-order thinking involved in "managing", you could use verbs like: Organize, Plan, Evaluate, Implement.

MANDD355B

Area	Edit Type	Edit
Basic Course Information - General Information	Required	Course Description - 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 - Assignments	Gram/Spell/Punc Error	Edit Assignment B2 to "Various" instead of "Varies"

MANDD356A

None		

MANDD356B

None		

PHTGD302.

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

PHTGD306.

Area	Edit Type	Edit
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

PHTGD354.

None		