

COLLEGE OF THE SISKIYOU

CURRICULUM COMMITTEE MEETING – MEETING NO. 1

11 A.M., Tuesday, August 27, 2013

ESTC 8-107/RHSI 1-119

Present: Neil Carpentier-Alting, Dave Clarke, Cheryl Coppin, Maria Fernandez, Sheila Grimes, Eric Houck, Dennis Roberts, Valerie Roberts, Charlie Roche, Nancy Shepard, Paul Smithers, Greg South, and Patrice Thatcher

Absent: ASB Representative

Consent Agenda

Item 1. Approval of Minutes

There were no corrections and/or additions to the minutes from the May 14, 2013, Curriculum Committee Meeting; therefore, approved as read.

Regular Agenda

Item 2. Stand-Alone Training

Each year the State requires that Curriculum Committee members attend a Stand-Alone Training session. Stand-alone courses are courses which are not part of a program. The training must be completed by September 30. Eric and Neil will develop a list of those individuals who will need to participate in this year's training along with the specific details at our next meeting.

Item 3. Transfer Degrees AA-T and AS-T

Valerie Roberts gave a report on the current status of our AA-T and AS-T degrees. She proposed updating the current list that we submitted to the Chancellor's Office originally based on the advice of Sally Lenz, the Dean of Curriculum from the Chancellor's Office.

Item 4. Repeatability

Neil updated the Committee in regards to the repeatability regulations. We are currently in compliance with the Chancellor's Office regulations. According to the regulations, the performing arts areas do not need to be placed in families. Neil will research to see if the studio arts will need to be grouped in families.

Item 5. Training for Committee Members

Neil briefly covered the course approval process; however, since many of the Curriculum Committee members are new, Neil and Eric will develop a flowchart outlining the steps to approve a course and forward this information to the Committee.

Neil would like to focus on specific disciplines during the course review process thus reviewing similar courses on specific days.

Item 6. Curriculum Handbook

The Curriculum Handbook has not been updated since 2003. In order to have the Handbook revisions completed by the end of this Academic Year, Neil would like to email a section of the Handbook at a time to the Committee for review.

Item 7. CurricUNET Tech Problems

Neil stated that we have approximately 100 courses that are lost somewhere in the approval process in CurricUNET. This year, he will be working to get those particular courses along with 200 other courses updated and approved.

Item 8. Election of Committee Chair

Neil Carpentier-Alting was declared elected as the Curriculum Committee Chair by acclamation.

Item 9. Good of the Order

Eric will provide the Committee with a spreadsheet listing course that are still missing SLO's components. He will also provide a spreadsheet to the Committee with a list of approved courses and the last revision date.

Item 10. Adjournment

The meeting adjourned at 11:52 a.m.