

## COLLEGE OF THE SISKIYOU

### CURRICULUM COMMITTEE MEETING – MEETING NO. 2

11 A.M., Tuesday, September 3, 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, Paul Smithers, and Patrice Thatcher

**Absent:** ASB Representative and Greg South

#### Consent Agenda

**Item 1. Approval of Minutes**

There were no corrections and/or additions to the minutes from the August 27, 2013, Curriculum Committee Meeting; therefore, approved as read.

#### Regular Agenda

**Item 2. Course Approvals in CurricUNET including, but not limited to:**

Neil stated that this year he would continue to be the General Education Reviewer. Last year for course technical review, each of the curriculum faculty members were assigned a day during the week in which to review courses. This year, the Committee agreed that every week Neil will assign via email two courses for Technical Review to each curriculum faculty member.

Due to the fact that we have three new faculty members, Neil led the discussion on the process of reviewing a course.

Due to time constraints, the following courses were tabled until the next meeting:

- a. ADHS 0950 – Stages of Addiction Recovery – Course Update NonTransfer
- b. ART 1013 – Printmaking – Course Update Transfer
- c. ART 1513 – Intermediate Printmaking – Course Update Transfer
- d. FIRE 9166 – NFPA Volunteer Firefighter Certification – Course Update NonTransfer
- e. MATH 2500 – Ordinary Differential Equations – Course Update Transfer GE DE

**Item 3. Stand-Alone Training**

Due to time constraints, this item was tabled until the next meeting.

**Item 4. Training Material for Use in Curriculum Development**

Last week Neil emailed the Committee “The Course Outline of Record: A Curriculum Reference Guide.” He would like this document to serve as a reference in building our own Curriculum Training Manual.

**Item 5. Committee Updates**

Valerie reported that Sally Lenz, Dean of Curriculum - Chancellor’s Office, stated that the College could elect to amend our AA-T/AS-T certification form provided that the form is signed by the Academic Senate President, Chief Instructional Officer, and the President/Superintendent. Valerie inquired if the College has a legal obligation to offer the courses which are part of our approved AA-T/AS-T degrees.

**Item 5. Committee Updates (Cont'd)**

Sally responded that System Strategic Plan Item 4.1 makes the recommendation that we need to offer all courses required for a degree within a two-year cycle. She also mentioned that the ACCJC reviews our degrees and course offerings during the accreditation study. Valerie also asked how current do our course outlines need to be for C-ID/AA-T/AS-T submission. Sally replied three years for vocational and six years for non vocational.

**Item 6. Good of the Order**

Nothing

**Item 7. Adjournment**

The meeting adjourned at 12 p.m.