

COLLEGE OF THE SISKIYOU

CURRICULUM COMMITTEE MEETING – MEETING NO. 5

11 A.M., Tuesday, September 24, 2013

DLC 8/RHSI 1-119

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

Guest: None

Absent: Eric Houck and Valerie Roberts

Consent Agenda

Item 1. Approval of Minutes

There were no corrections and/or additions to the minutes from the September 17, 2013, Curriculum Committee Meeting; therefore, approved as read.

Regular Agenda

Item 2. Course Archives

Item 3. Course Approvals in CurricUNET including, but not limited to:

a. ADHS 0950 – Stages of Addiction Recovery – Course Update NonTransfer

The Committee requested that the originator, Laurie Hunner, reword the second SLO. Once completed, the course will be brought back to the Committee for approval.

b. FIRE 9166 – NFPA Volunteer Firefighter Certification – Course Update NonTransfer

In reviewing this course, the Committee observed that the maximum enrollment for FIRE 9166 was 9999. The Committee deemed that 9999 wasn't an appropriate limit for the course. Therefore, this course is tabled until our next meeting while Neil investigates this issue further.

c. XMT 0358 – Singing Barbershop for Fun – New Course Community Ed

The Committee reviewed and approved XMT 0358.

d. XAC 0330 – Beginning Art – New Course Community Ed

The Committee reviewed and approved XAC 0330.

Item 4. Technical Review Questions

Neil stated that he would be meeting soon with Eric and Nancy to discuss adding a drop down menu for the Distance Education section of a course outline.

Neil, Charlie, Meghan, and Eric will also be meeting in the next week or so to discuss repeatability issues in Banner.

The Communication Studies Program has been in Curriculum Committee's queue in CurricUNET for quite some time. Neil will be meeting with Val regarding the Articulation of this program.

Several Committee members inquired if it was possible to add a comment box to CurricUNET to prompt the originator to explain why the course is being updated. Neil will discuss this possibility with Eric.

Item 5. Curriculum Committee’s Missions and Goals

This year, one of Neil’s charges as the Curriculum Chair was to work with the Committee in developing a mission as well as a few goals. Neil shared the following goals he thought were vital for this year:

- Goal #1 – Update Curriculum Handbook/Website
- Goal #2 – Design System to Manage Inventory of Classes
- Goal #3 – Create a Training Protocol

Neil is currently in the process of reviewing approximately 600 courses to be sure that the assessment methods are complete.

CurricUNET, SLO, and repeatability were suggested topics to be developed into training modules.

Neil distributed two documents, “FAQs about Tech Review” from Los Angeles Trade Tech College and “Filling in COR Info.” He would like to build our own FAQs document to provide quick answers to help assist faculty in updating their courses; as well as to put together our own document guiding them in updating or developing course outlines. He requested that the Committee review these two documents and email him with any questions or comments.

Item 6. Good of the Order

Nothing

Item 7. Adjournment

The meeting adjourned at 11:56 a.m.