

COLLEGE OF THE SISKIYOU

CURRICULUM COMMITTEE MEETING – MEETING NO. 7

11 A.M., Tuesday, October 8, 2013

DLC 8/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

Guest: Josh Collins and Bill Hirt

Absent: Paul LaFleur and Greg South

Consent Agenda

Item 1. Approval of Minutes

There were no corrections and/or additions to the minutes from the October 1, 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. COMS 1200 – Small Group Communication – Course Update Transfer GE DE

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

b. ERPG 0951 – Mechanical Fundamentals – Course Update NonTransfer DE

- Unit changed from 3.0 to 1.0
- Lecture hours changed from 48-54 to 16-18
- Course Description updated
- Course Need/Justification updated
- Corequisites changed from none to ERPG 0950, ERPG 0953, and ERPG 0952
- Skill Requirements updated
- Distance Ed Content updated
- Course Content updated
- SLO's updated
- LHE changed from 3.00 to 1.00
- Approved

c. ERPG 0952 – Environmental Health and Safety – Course Update NonTransfer DE

- Course Description updated
- Course Need/Justification updated
- Corequisites changed from none to ERPG 0950, ERPG 0951, and ERPG 0953
- Skill Requirements updated
- Distance Ed Content updated
- Course Content updated
- Texts/Instructional Materials Required updated
- SLO's updated
- Approved

Item 3. Course Approvals in CurricUNET including, but not limited to: (Con'd)

d. ERPG 0953 – Basics of Technical Document – Course Update NonTransfer DE

The Committee requested that the originator, Robin Styers, complete the Skill Requirements section and delete the skills listed under the Additional Skills section of the course outline. Once completed, the course will be brought back to the Committee for approval.

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

This course is tabled until our next meeting while Dr. South discusses the maximum enrollment and repeatability issues with the Fire Coordinator.

f. GEOL 1120 – Geology of the National Parks – Course Update Transfer GE DE

- Course Description updated
- Course Need/Justification updated
- Prerequisites updated from none to ENGL 1001 and MATH 0852
- Skill Requirements updated
- Distance Ed Content updated
- Description of Out-of-Class Assignments updated
- Texts/Instructional Materials Required updated
- SLO's updated
- Maximum Enrollments changed from 1000 to 32
- Approved

g. PEMA 1108 – Off-Season Men's Varsity Football – New Course Transfer GE

The Curriculum Committee reviewed and approved PEMA 1108.

h. THEA 1150 – Stage Makeup – Course Update Transfer

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

Item 4. Technical Review Questions

a. CSCI 1004 – Visual Basic Programming – Course Update Transfer GE DE

Neil requested that once a Tech Reviewer is assigned to a course to please track the course until it is approved by the Curriculum Committee. This includes keeping in contact with the originator of the course you are tech reviewing. Neil will develop a master list of all courses and where they are at in the process once the Tech Reviewer assignments are made.

Item 5. Amended AA/S-T List

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

Item 6. Good of the Order

Neil has developed a tentative policy for External Credit by Examination. After the Counseling Office has had a chance to peruse this document, Neil will bring it to Committee for their approval.

As of today, Neil has checked one half of all the active courses to be sure that the assessment methods have been completed. Once he has reviewed the remaining courses, he would like to assign each of the faculty Committee members to various program areas to assist the faculty in those areas in completing this task.

Item 6. Good of the Order (Con'd)

Today, Neil sent an email with the documents: Elements that Apply to Credit Course; Substantive, Minor, and Technical Review Changes to COR; The Course Outline of Record – A Curriculum Reference Guide; Elements that Apply to Noncredit Courses; and the Program and Course Approval Handbook (PCAH). He would like the Committee to review all of these documents and send him any comments or concerns as he continues to develop the Tech Review Checklist and define our policies and procedures.

Maria was informed by a faculty member that only 10 percent of our courses can require ENGL 1001 as a prerequisite. Neil will investigate this statement and report back to the Committee of his findings.

There has been much discussion regarding maximum course limits. Neil will research the process for approving course limits and report back to the Committee.

Item 7. Adjournment

The meeting adjourned at 11:51 a.m.