

COLLEGE OF THE SISKIYOU
CURRICULUM COMMITTEE MEETING – MEETING NO. 15

11 A.M., Tuesday, December 10, 2013
DLC 8/RHSI 1-119

Present: Neil Carpentier-Alting, Dave Clarke, Cheryl Coppin, Maria Fernandez, Eric Houck, Valerie Roberts, Paul Smithers, and Patrice Thatcher

Absent: Sheila Grimes, Paul LaFleur, Dennis Roberts, Charlie Roche, and Greg South

Consent Agenda

Item 1. Approval of Minutes

There were no corrections and/or additions to the minutes from the December 3, 2013, Curriculum Committee Meeting; therefore, approved as read.

Regular Agenda

Item 2. Course Archives

Nothing

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

a. ECE 2929 – Special Studies – Course Update NonTransfer DE

- Reason for Update: Three Year Update
- Units changed from 1.0 to 2.0
- Lab hours changed from 48-108 to 96-108
- Course Description updated
- Course Need/Justification updated
- Course Content updated
- Description of Out-of-Class Assignments updated
- SLO's updated
- Approved

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

This course was originally tabled at the October 26 meeting. Dr. South informed Neil that the maximum enrollment should be set to 50, however members of the Committee referred to information from Debbie Dutcher which suggested that the course be set to 30. Neil will work with Dr. South, Dr. Taylor, and Debbie to clarify and report back to the Committee as a consent agenda item.

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

c. GEOG 1110 – Physical Geography – Course Update Transfer GE

- Course Description updated
- Course Need/Justification updated
- Prerequisites updated from none to ENGL 1001 and (MATH 0850 or qualification by assessment) or (MATH 0851 or qualification by assessment)
- Recommended Preparation from ENGL 1001 and MATH 0851 and MATH 0850 to none
- Skill Requirements updated
- Course Content updated
- Description of Out-of-Class Assignments updated
- Texts/Instructional Materials Required updated
- SLO's updated
- Approved

d. NURS 0851 – Clinical Skills Practice I – Course Update NonTransfer

This course was coded as an update; however, it is actually a new course. The Committee reviewed and approved NURS 0851.

e. NURS 0852 – Clinical Skills Practice II – Course Update NonTransfer

This course was coded as an update; however, it is actually a new course. The Committee reviewed and approved NURS 0852.

f. NURS 0853 – Clinical Skills Practice III – Course Update NonTransfer

This course was coded as an update; however, it is actually a new course. The Committee reviewed and approved NURS 0852.

Item 4. Certificate/Program Approvals in CurricUNET including, but not limited to:

a. Administration of Justice AA Degree Program

The Committee reviewed and approved the Administration of Justice AA Degree Program.

Item 5. Course Review Cycle

Neil presented a potential model for implementing a course review cycle over the next three years (2014-15, 2015-16, 2016-17) to the Committee. He reiterated that although five years is the minimum, we are striving to have all courses updated within three years locally. Neil also stated that best practices are to begin this process immediately after completion of a program review. The plan which was presented broke down discipline areas by the number of courses for each and attempted to outline a review of one third of our courses each year. For discipline areas with large numbers of courses (i.e., FIRE, ENGL, etc), it was proposed that these areas review all their courses over a period of three years. The feedback/suggestions from the Committee was that program areas be given flexibility in how they adhere to this recommended review cycle and identify which discipline areas have a full-time faculty member as opposed to those who only have part-time faculty so that Administration can aid in the determination of how best these curricular updates can be achieved. Additionally, the Committee recommended that discipline/program areas consider archival of courses as part of their review process. Neil will send the spreadsheet he developed out to the Committee for additional feedback and then present this course review proposal to Senate Exec and then to Academic Senate.

Item 6. Discussion on GER 1510 – Elementary German II

The Tech Reviewer assigned to this course wanted to share their findings with the Committee. In looking through the course outline of record developed for this course, they found that it was fairly informal in its overall presentation and terminology. When compared to samples of similar course outline of records at other institutions, there was concern that there needed to be a more refined COR developed. It was the recommendation of the Committee that samples of similar German courses be given to this instructor to assist in the development of this curricular update. Val Roberts volunteered to email the CORs to the instructor.

Item 7. Technical Review Questions

Nothing

Item 8. Good of the Order

Neil would like the Committee to begin discussions and review the General Education (GE) requirements next semester.

Val Roberts requested authority to reword the statements used for GE Area G and PE courses to bring it to current required language. The Committee approved her to do so.

Val Roberts also asked the Committee how the annual approval of new courses from the UC be handled. Traditionally, this has been less than ten new courses a year which receive approval. It was the recommendation of the Committee that the new consent process be used to develop these updates in CurricUNET and as part of the agenda for the Committee.

Item 9. Adjournment

Meeting was adjourned at 11:50 a.m.