

## COLLEGE OF THE SISKIYOU

### CURRICULUM COMMITTEE MEETING – MEETING NO. 16

11 A.M., Tuesday, January 14, 2014

DLC 8/RHSI 1-119

**Present:** Neil Carpentier-Alting, Dave Clarke, Cheryl Coppin, Maria Fernandez, Tim Frisbie, Sheila Grimes, Eric Houck, Valerie Roberts, Charlie Roche, and Patrice Thatcher

**Guest:** Ashley Sadler

**Absent:** Paul LaFleur, Dennis Roberts, and Greg South

### Consent Agenda

**Item 1. Approval of Minutes**

There were no corrections and/or additions to the minutes from the December 10, 2013, Curriculum Committee Meeting; therefore, approved as read.

**Item 2. Second Review of the Following Course**

**a. FIRE 9166 – NFPA Volunteer Firefighter Certification – Course Update**

**NonTransfer**

- Course Title changed from Fire Fighter Basic Training to NFPA Volunteer Firefighter Certification
- Units changed from 2.0 to 1.5
- Lecture hours changed from 31 to None
- Lab hours changed from 9 to 72-95
- Course Description updated
- Repeatability changed from Not Designated as Repeatable to Repeatable, Limit: 99
- Course Need/Justification updated
- Course Content updated
- Description of Out-of-Class Assignments updated
- Texts/Instructional Materials Required updated
- SLO's updated
- Maximum Enrollment changed from 35 to 30
- Grade Status changed from Pass/No Pass to Letter Grade or Pass/No Pass
- LHE changed from 2.07 to 3.69
- Approved

### Regular Agenda

**Item 3. Course Archives**

Nothing

- Item 4. Course Approvals in CurricUNET including, but not limited to:**
- a. NURS 0953 – Vocational Nursing – Third Semester – Course Update NonTransfer**
    - Lab hours changed from 320-360 to 288-324
    - Course Description updated
    - Course Need/Justification updated
    - Skill Requirements updated
    - Course Content updated
    - Description of Out-of-Class Assignments updated
    - Texts/Instructional Materials Required updated
    - SLO's updated
    - LHE Updated from 18.0 to 20.6
    - Approved
  - b. NURS 0966 – Intravenous Therapy and Blood Withdrawal – Course Update**
    - Lecture Hours changed from 27 to 24-27
    - Lab Hours changed from 9 to 8-9
    - Course Description updated
    - Course Need/Justification updated
    - Additional Skills updated
    - Course Content updated
    - Description of Out-of-Class Assignments updated
    - Texts/Instructional Materials Required updated
    - SLO's updated
    - Approved
  - c. THEA 1305 – Fundamentals of Dance – Course Update Transfer GE**
    - Reason for Update: 3 year review
    - Course Description updated
    - Course Need/Justification updated
    - Course Content updated
    - Description of Out-of-Class Assignments updated
    - SLO's updated
    - Approved

**Item 5. Technical Review Questions**  
Nothing

**Item 6. Good of the Order**  
Currently, the Curriculum Handbook is in a non-editable PDF format. Neil will be changing the format to a word document which he will share with the Committee.

Neil scheduled a meeting with Dr. South and Dr. Taylor this Friday to discuss the proposed course review cycle and how best to accommodate the CTE areas need for a two-year review timeline.

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

Dr. Frost was contacted by Chancellor Brice Harris regarding our transfer degrees. Chancellor Harris believed we were behind in our commitment to reach our goal for approval of the new transfer degrees. An amended AS/S-T list was approved by the Committee at the October 29 meeting. Val will again revise the list to include Studio Arts and email it to the Committee members for final approval. She will then obtain the necessary signatures and submit the revised list to the Chancellor's Office.

Neil stated that there several courses that are at various places in the approval process in CurricUNET. He requested that the Committee members follow up on any courses they have tech reviewed in the fall which have been sent back to the originator for corrections. Neil encouraged the Tech Reviewers to offer assistance to the course originators who are requested to make changes.

Eric introduced Ashley Sadler, who is a student worker at COS, assisting him with various curriculum projects.

Eric announced that he is in the developmental stages for the catalog. Any courses updates for the next year (2014-15) will need to be through the process by February. Neil will send an email to the Campus Community reminding them that any new or updated courses must be approved in February.

**Item 7. Adjournment**

Meeting was adjourned at 11:39 a.m.