

COLLEGE OF THE SISKIYOU

CURRICULUM COMMITTEE MEETING – MEETING NO. 1

11 A.M., Tuesday, August 26, 2014

DLC 3/RHSI 1-119

Present: Neil Carpentier-Alting, Cora Brownell, Dave Clarke, Tim Frisbie, Shakira Graham, Sunny Greene, Sheila Grimes, Eric Houck, Valerie Roberts, Charlie Roche, Nancy Shepard, Patrice Thatcher, and Dennis Weathers

Guest: Ashley Sadler and Margie White

Absent: Maria Fernandez, Dennis Roberts, Bob Taylor, Greg South

Consent Agenda

Item 1. Approval of Minutes

There were no corrections and/or additions to the minutes from the May 13, 2014, Curriculum Committee Meeting; therefore, approved as read.

Regular Agenda

Item 2. Distance Education

Neil would like to form a Distance Education subcommittee to review our Distance Education policy; specifically, what constitutes regular and effective contact. Current volunteers included Nancy Shepard, Margie White, Charlie Roche, Patrice Thatcher, and Maria Fernandez. If anyone else would like to be a part of this committee, please contact Neil.

Item 3. Technical Review

Neil suggested scheduling a weekly Tech Review Study Session. Please let him know if you are interested along with the days and times you are available.

Item 4. Scheduling New Committee Member Training

Sunny Greene and Cora Brownell are the Curriculum Committee's new members for 2014-15. Neil will arrange a time to meet with them for one-on-one training.

Item 5. Updates

a. Course ID (C-ID)

Course Identification Numbering system or C-ID is a way of identifying comparable community college courses. The number is assigned based on a course "descriptor." Once descriptors are developed, colleges are asked to submit their course outline of record (COR), and CORs that match the descriptor will be granted the C-ID number and will carry the associated articulation. Currently, there is a backlog of courses awaiting approval at the Chancellor's Office due to lack of staff.

b. Associate Degrees for Transfer (ADT)

New legislation has mandated that if we have a local associate's degree for which there is an approved TMC template, we are required to offer it as an ADT.

Item 5. Updates (Con'd)

c. Transfer Model Curriculum (TMC)

Transfer Model Curriculum or TMC is a list of courses that are required as part of a transfer degree. Valerie is continuing to work on development of the new TMCs.

d. Course Review Cycle

Neil is working with Eric to develop a list of courses that will need to be reviewed. Courses that have been updated in the last two years will be “grandfathered.” Once the list is finalized, Neil will send it out to the appropriate instructors and deans. He is currently working on creating step-by-step training modules to demonstrate the process of updating a course. Neil and Mike Tischler drafted a MOU with the intent to compensate instructors for their training time and their time spent updating courses. Neil hopes to have training sessions midway through the semester and towards the end of the semester.

Item 6. Course Approvals In CurricUNET including, but not limited to:

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

- a. ADJ 1200 – Introduction to Emergency Management – **New Course** Transfer DE
- b. ADJ 2524 – Introduction to Corrections – Course Update Transfer DE
- c. GUID 1002 – Career and Life Planning – Course Update Transfer DE
- d. MATH 1050 – Elementary Statistics – Course Update Transfer GE DE
- e. MATH 2500 – Ordinary Differential Equations – Course Update Transfer GE DE
- f. MUS 1234 – Diversity in American Music – Course Update Transfer GE DE
- g. PHIL 1003 – Ethics - Course Update Transfer GE DE
- h. SOC 1001 – Introduction to Sociology – Course Update Transfer GE DE

Item 7. Good of the Order

Neil Carpentier-Alting, Cora Brownell, Hallie Coppi, and Eric Houck attended the Curriculum Institute in July. By attending this conference, Neil stated that he got a sense of what other colleges were doing in regards to curriculum. It seems CurricUNET is the software used by many colleges.

Item 8. Adjournment

Meeting was adjourned at 11:51 a.m.