

COLLEGE OF THE SISKIYOU
CURRICULUM COMMITTEE MEETING – MEETING NO. 6

11 A.M., Tuesday, October 7, 2014

DLC 3/RHSI 1-119

Present: Neil Carpentier-Alting, Dave Clarke, Sunny Greene, Sheila Grimes, Eric Houck, Dennis Roberts, Valerie Roberts, Charlie Roche, Nancy Shepard, and Dennis Weathers

Guest: Ashley Sadler and Margie White

Absent: Maria Fernandez, Shakira Graham, Greg South, Bob Taylor and Patrice Thatcher

Consent Agenda

Item 1. Approval of Minutes

There were no corrections and/or additions to the minutes from the September 30, 2014, Curriculum Committee Meeting; therefore, approved as read.

Regular Agenda

Item 2. Course Archives

Neil has received approval from the appropriate individuals to archive the following courses. He agreed to launch these courses into the CurricUNET archive process to be officially approved by the Committee.

- a. BA 0986 – It's Your Business II
- b. MCOM 1300 – Television Production
- c. MCOM 1400 – Television Studio Production
- d. MCOM 1600 – Video Production

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

a. ADJ 2528 – Criminology – New Course Transfer DE

The Committee reviewed and approved ADJ 2528.

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

- Reason for Update: Revision of course description and SLO's to better reflect what is currently covered.
- Course Description updated
- Course Need/Justification updated
- Prerequisites changed from ENGL 1001 or qualification by assessment and MATH 0852 or qualification by assessment to ENGL 1001 or qualification by assessment and MATH 0851 or qualification by assessment or MATH 0850 or qualification by assessment
- Skill Requirements updated
- Distance Education 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)

c. PHIL 1001 – Introduction to Philosophy – Course Update Transfer GE DE

- Reason for Update: Distance Learning approval
- Course Need/Justification updated
- Distance Education Content updated
- Distance Education Delivery Methods updated from none to 2-Way Video/Audio, Internet Delayed, Hybrid (51% or more online), and Hybrid (less than 51% online)
- Course Content updated
- Texts/Instructional Materials Required updated
- SLO's updated
- Approved

Item 4. Archival Process

The Committee has agreed to archive courses whose COR's have not been updated in the last three years and have not been taught during that time as well. This process will remove the course from the catalog and compel the faculty to update the COR before it can be scheduled. It was decided that if we are going to initiate a course archive, the Curriculum Chair will inform the Dean and the discipline faculty, if known. If the course to be archived is part of a certificate program, Neil will also notify all faculty who have courses as part of the certificate program.

Item 5. Discussion on General Education

Dennis Sbarbaro submitted BA 1034 (Personal Finance) for General Education (GE) approval through the Consent approval process. Neil will reroute this course to the appropriate review process in CurricUNET. On March 5, 2013, Dennis requested that the Committee consider approving this course for GE; however, it was never submitted through the official approval process. In previous years, GE reviewers did not comment or offer suggestions on why a course did not meet the requirements for approval. In the future, Neil will solicit input from the discipline faculty on why a course was not approved for GE and what changes would be needed to make it happen. Neil will facilitate a meeting with the appropriate Dean and the discipline faculty to review this course for GE approval.

Item 6. Fall 2014 ASCCC Curriculum Regional Meeting – Sacramento – October 17

Neil, Eric, Valerie, and Sheila are planning to attend the Fall 2014 ASCCC Curriculum Regional meeting which will be held in Sacramento on Friday, October 17. One of the topics that will be presented will be an update on the C-ID/ADT and CB 21 Coding. If you would like to attend this conference, please let Neil know before the next Curriculum meeting.

Item 7. Good of the Order

Dean Weathers spoke with Neil, Eric, and Dr. South regarding a proposal to hire a student worker or a short-term clerical support person to assist the faculty in updating and entering their courses in CurricUNET. In the fall of 2012, the Administrative Secretary, whose main job function was curriculum, resigned from the position and the duties were then reassigned to the Administrative Specialist to the Dean of Student Learning. After much discussion, the Committee stated that the College actually needed to reinstate a permanent position whose main job function is curriculum. It was moved and seconded (Clarke/Greene) to recommend that the District commits to re-staffing the curriculum support function. The motion carried with the following vote: 3 ayes, 0 noes, 2 absent.

Item 7. Good of the Order (Con'd)

Neil and Eric will be presenting an update on the three-year course review cycle at the Academic Senate meeting which will be held this Thursday.

Item 8. Adjournment

Meeting was adjourned at 11:51 a.m.