

COLLEGE OF THE SISKIYOU

CURRICULUM COMMITTEE MEETING – MEETING NO. 3

11 A.M., Tuesday, September 6, 2016

Temp 30

Present: Dave Clarke, Jodi Dawson, Michael Graves, Sunny Greene, Michele Korkowski, Charlie Roche, Dennis Roberts and Greg South

Absent: Elaine Eldridge, Sunny Greene, Jon Michael Patterson, Valerie Roberts, Todd Scott, and Robert Taylor

Agenda

1. Approval of Minutes – August 30, 2016 - Amended

A motion was made and seconded (Roche/Korkowski) to approve the minutes. The minutes were approved.

The Senate Executive Committee is expected to approve the Distance Ed Committee to be a standing committee of the Academic Senate. It will be worked out with them to have a representative come to the Curriculum Committee meetings for Distance Ed or possibly liaison with us on a monthly basis. They currently meet every other week but will start meeting every week.

A question was raised about who on the list was officially a Curriculum Committee Member. Mike Graves informed the Committee of the members; Jodi Dawson, Elaine Eldridge, Valerie Roberts (fall semester until Sunny Greene takes over as Articulation Officer), 5 faculty, the Vice President of Instruction, 2 Deans, 2 Associate Deans and the ASB representative. The voting members are the 5 faculty members. It was mentioned that people should not be listed as absent if they are only attending as guests.

2. COSGE Review Role – Mike Graves

Mike Graves put together a draft of an email he is going to send out to the faculty informing them of their role as COSGE Reviewer. The final draft will need to be included in the Curriculum Handbook also. He listed the following: 1) The role of the GE Reviewer, 2) What they are being asked to do, 3) a sample of the email that they will receive asking them to review, 4) what the areas are for the COSGE pattern, 5) Inform them of the Planning Day session where they will be looking at the GE areas and modifying them, 6) a list of the reviewers by area. Mike asked the Committee for approval to send it out to the faculty so we can move forward with the GE between now and the Planning Day session.

It was suggested to change the 2nd sentence under the sample section of the email to read: “If all the GE SLO’s are met by the course” in place of “if you believe the course SLO’s match up to the GE SLO’s”. The focus is the GE SLO and not the course (SLO’s and content). Some areas have re-written their GE SLO’s and condensed them into one. One well written SLO would be sufficient for each area. This is something that will be worked out at Planning Day. It was suggested to ask Neil Carpentier-Alting, the former Curriculum Committee Chair, for the work the areas did last year. He started this process last year and it might be reasonable to ask for his assistance in putting this activity together for Planning Day. Mike will contact Neil.

Mike asked the Committee whether or not he should send out the email to the faculty today and they suggested not to send it out but to notify the faculty that we are going to put a hold on any GE until we have met on October 7th, Planning Day. He has a scheduled meeting with Scotty today and will try to get approval for the Planning Day activity. The Curriculum Committee is a subcommittee of the Academic Senate and therefore Mike proposed that the activity be driven by Chris Vancil, the Academic Senate President. The Senate Executive Committee needs to come up with the agenda for the Planning Day activity. Mike will meet and discuss it with Chris.

The items to be discussed are:

1. Decide what the areas will be for the COSGE
2. We are no longer going to align them with the CSU's. Mike informed the Committee that after attending the Curriculum Institute last summer, the common question was what should the GE pattern look like for our college and should it match the CSU's for the ADT's? The answer was it should not match the CSU's that it needs to be our own GE pattern that fits our institution. This is for the student that wants to get an AA Degree and transfer either out of state or wherever they intend to transfer.
3. What do we think the areas should be?
4. Once the areas are decided, possibly come up with a single SLO per area.
5. Decide who the COSGE reviewers are going to be in each area. There is some confusion whether all of the SLO's need to be met or just a few. Every area has a different number of SLO's and they need to be cleaned up.
6. Do we want to modify the GE Philosophy?

The email should summarize the work that was done last year when Neil was Curriculum Chair so the work that has been done and submitted is not lost. Mike will incorporate the current GE philosophy from our catalog into the Reviewer Role sample document.

Mike reported that one of the common questions at the Curriculum Institute this summer was what should the GE pattern look like at our college. The answer was that each individual college's GE pattern should fit their institution and it doesn't need to match the CSU's. Student's that are transferring to a CSU will have an ADT. This GE pattern is for the student that wants to get an AA Degree and transfer out of state or somewhere else. We have 4 types of students: 1) Transfer in state, 2) transfer out of state, 3) personal enrichment, 4) AA degree & Certificate.

3. Information Item – Psychology ADT going to Board for Approval – Mike Graves

The Psychology ADT will go to the Board for approval on September 13, 2016.

4. Planning Day GE Activity Review – Mike Graves

Previously discussed in Item 2.

5. Media Communications Courses/Consider Archiving – Mike Graves

The Media Communications program has been discontinued and changed the one class that we have been offering to a COMS prefix. The Committee agreed that the courses should be archived. We need to be archiving courses that have not been offered in over 4 years.

A motion was made and seconded (Clarke/Roche) to approve archiving the courses. Approved.

A question was asked concerning the process of archiving several courses at a time and who initiates it. Instructors cannot decide to archive courses without having Dean approval first. Courses needing to be archived should be entered into CurricUNET and then the Dean is next in line in the approval process. If the Dean disapproves it won't even come to the Curriculum Committee. The Deans do the class scheduling and will be the ones to determine whether a course should be archived or not. There was discussion whether the Curriculum Committee should even be approving archived courses. The Committee agreed that archiving is a decision relating to a program that the Dean will decide and approve. It should not be the Curriculum Committee's task it is the faculty and Dean's task or involvement. It can be an information item only for the Curriculum Committee to keep track. We can do a monthly or semester report on archived courses. Mike will as Curriculum Committee Chair approve and skip the Curriculum Committee for approval. Media Communications fall in Dr. South's area and he will check with Dr. Scott to be sure the plan is to archive them. He last heard the program was not discontinued but it is not being offered. There is a possibility that Dr. Taylor has grant money to make it more

updated to be a more digital video media class and get the resources to do that. Dr. South will report back to the Committee.

6. Course Archive

7. Course Approvals

NURS 9067 – In Home Caregiver is still showing as “pending” in the approval process. Mike is still trying to get with Cora to work out the repeatability issue.

8. Curriculum Committee Handbook

No report.

9. Other

The problem to solve right away when Elaine gets back is to make sure Sunny, Dave, Charlie and Michele have full edit privileges. Mike will send her an email asking her to take care of it when she returns.

Mike will email Chris Vancil and have him send out to the Senate notifying them the Curriculum Committee is suspending approval of COSGE until the faculty meet on Planning Day. After it's been established that we have the time on Planning Day and Chris agrees that's what we are going to do it on, then he notify the faculty of the session on GE and that Curriculum Committee is suspending GE approvals until after that date.

Include BIO 1400 on next week's agenda.

Today was the deadline for Tech Reviews but because of the edit function not available they didn't get done. They will wait to do the Tech Reviews after the edit function is resolved to avoid sending them back to the originator.

10. Adjournment

The meeting was adjourned at 11:55 a.m.