

COLLEGE OF THE SISKIYOU

CURRICULUM COMMITTEE MEETING – MEETING NO. 4

11 A.M., Tuesday, September 13, 2016

Temp 30

Present: Dave Clarke, Jodi Dawson, Elaine Eldridge, Michael Graves, Michele Korkowski, Charlie Roche

Guest: Shakira Graham and Calvin Wagner

Absent: Sunny Greene, Dennis Roberts, Valerie Roberts, Todd Scott, Greg South and Robert Taylor

Agenda

1. Approval of Minutes – September 6, 2016

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

The Committee requested to have items that were discussed and need follow up be put on the next week's agenda. Jodi will include them on the following week's agenda.

Delete the sentence under items to be discussed that reads: If students are going to transfer to a CSU they are going to get an ADT. That is not an accurate statement and therefore will be removed from the minutes.

Under Approval of Minutes, add ASB representative to list of Curriculum Committee members.

It was brought up that Committee members are supposed to be notified in advance if meetings are being recorded. After discussing it, the Committee was formally notified that conversations would be recorded as a way to track accurate minutes.

2. Planning Day Agenda for COSGE – Mike Graves

Mike Graves and Chris Vancil had a discussion about the COSGE plan for Planning Day. Chris agreed that the Academic Senate and Senate Executive Committee be the ones who drive the discussion on the COSGE and that the Curriculum Committee simply made the recommendation to them. Chris will take it forward. Mike sent Chris the 4 agenda items the Curriculum Committee discussed and Chris added a 5th item. The items they discussed were: 1) Identify and define what our COSGE areas should be, 2) Identify which faculty members should be in each of the areas approval process, 3) have each of the areas create a single SLO for that area, 4) Develop and approve a new GE Philosophy, 5) (Chris's addition) which courses are going to be in each one of the areas (with the idea of creating a GE program whereby students have a choice but still limit the number of options in each area). It was suggested that another item could possibly be; who is responsible for the Program Review for the GE SLO? If it is going to be counted as a program then it needs to be under review every year probably by accreditation. The GE as a Program (previously discussed at Program Review) should be headed up by Administration and not faculty. It should be reviewed and then it could be refined every year and we would get what we want out of it. It has been brought up with Administration on occasion but nothing has become of it.

A concern regarding the item Chris added is; if we are setting a goal limiting the number of options in an area that is unacceptable. We should limit them to the courses that satisfy the GE program SLO's but if a course fulfills the SLO's it should be eligible. Mike agreed with that suggesting it should be discussed on Oct. 7th, Planning Day.

Mike informed the Committee that at the Curriculum Institute the other colleges are not putting limits on the number of courses that fell into each GE area. We need to decide on what the areas are, develop a GE SLO for each one and look at all the courses that would satisfy each of those areas and then those are the ones that are listed and if they end up being 5 or 50 it doesn't matter. Chris indicated he would like to have a limit of 10. Dr. Scott has indicated to Chris that he would like to have a ceiling on the number of GE courses in each area.

Mike would like Elaine to report back to the Committee with how many active courses we currently have on the books and how many of those are applicable to GE.

The Committee also discussed a bigger issue or concern about courses that come to us and how to determine whether or not they count for GE. In the past Counseling looked at the course description and then potentially sent it out to the faculty in that area and they would say yes or no. If a course counted for another college's GE past practice was we accepted it counted for ours. A problem with that is our SLO might not be the same as theirs. Another task for GE Reviewers for each area is when a student is requesting that a transfer class satisfy a COSGE Requirement the faculty reviewers look at the course outline to see if it satisfies the GE SLO's. Going forward, after the Planning Day activity on October 7, 2016, the Curriculum Committee will make all the decisions for COSGE based on us sending out to faculty in the area to decide.

The 5 items for the agenda on Oct 7th are:

- 1) Identify the COSGE areas
- 2) Identify which faculty member
- 3) Create a SLO for each area
- 4) Develop and approve a new GE Philosophy
- 5) Decide on which courses are going to be in each of the areas

Mike will talk to Chris about amending #5 and limiting them to the courses that satisfy the COSGE SLO and talk about a possible ceiling. His recommendation will be to keep the current GE pattern and look at adding additional faculty to each one of the areas that are currently not in an area and designate faculty members to each one of the areas.

Regarding retaining the current GE pattern, the reason Neil got this committee together last year was because there was a push because there was too much GE especially with the ADT's coming along with many having heavy unit loads and it is almost impossible for some students to do all their GE and all of their major units within 60 units.

A question was asked if we should we consider having 2 GE patterns. One pattern for students who want to transfer to a 4-year college and one for students who just want to get a AA Degree. Most other states have two GE patterns.

3. **Course Archive**

n/a

4. **Course Approvals**

a. **BIO 1400 – Environmental Principles – Course Update**

A motion was made and seconded (Roche/Clarke) to approve BIO 1400. There were no corrections to this course therefore the motion was approved.

- Reason for Update: Update course
- Course Description updated
- Course Need/Justification updated
- Distance Education content updated
- Distance Education Delivery Methods changed from none to Hybrid (less than 51% online), Internet Delayed and Hybrid (51% or more online)
- Course Content Outline updated
- Description of out of class assignments updated
- SLO's updated

b. CHEM 1100 – Introduction to Organic and biochemistry – Course Update

This course is missing skill requirements and therefore will be tabled to the next meeting. Dave and or Mike will let Jenny know that the skill requirements are missing and she just needs to go in and check which skill requirements she wants listed. This course was tabled until they talk to Jenny.

5. Curriculum Handbook Update

The Committee agreed that all revisions and edits are due to Mike by October 4, 2016.

6. Other

Next week's agenda updates:

- 1) Two of the twelve courses Mike sent out to be Tech Reviewed are still outstanding. Charlie will Tech Review HIST 1004 and Mike will email Sunny to Tech Review ECE 1003.
- 2) CHEM 1100 – skill requirements
- 3) October 4, 2016 Curriculum Handbook revisions are due to Mike Graves.
- 4) Mike will meet with Neil about last year's GE work he did.
- 5) Elaine will report back on the total number of active courses we have and how many of those are GE applicable.
- 6) Mike will talk to Chris about amending #5 on the list of agenda items for Planning Day.

7. Adjournment

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