

COLLEGE OF THE SISKIYOU
CURRICULUM COMMITTEE MEETING – MEETING NO. 5

11 A.M., Tuesday, September 20, 2016

Temp 30

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

Absent: ASB Representative (vacant), Sunny Greene, Dennis Roberts, Valerie Roberts, Todd Scott and Robert Taylor

Agenda

1. Approval of Minutes – September 13, 2016

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

Item 2 – Planning Day Agenda - in the 5th sentence, change the word out to our.

Item 6 – Other - item #2 change BIO 1400 to CHEM 1100

2. Music Degree Requirements – Ron Slabbinck

Ron was ill and unable to attend the meeting. Jodi will add him to the September 27, 2016 meeting.

3. Updates

a. Tech Review HIST 1004 and ECE 1003

Tech Review was completed on both courses. HIST 1004 is waiting for Articulation and ECE 1003 is on the agenda for approval.

b. CHEM 1100– add Skill Requirements

Dave talked with Jenny Heath about adding skill requirements. She gave approval to use all of the skills from the CHEM 1000.

c. Mike will talk to Chris about amending #5 of the agenda items for Planning Day

d. Mike will meet with Neil about status of last year’s work on COSGE

Mike addressed items c and d together since they are part of the same discussion. He passed out the proposed COSGE pattern that Neil worked on last year when he was Curriculum Committee Chair and on the Ad Hoc committee for COSGE. Most of the SLO’s have already been written with the exception of; Area A1: English Composition; Area: A2: Oral Communications and Critical Thinking and Area E: Social and Behavioral Science and they are very close to what the CSUGE’s are. This is what the Senate Executive committee wants to propose we adopt on Planning Day. There are a total of 30 units which Mike indicated was previously discussed. He was under the impression that if someone is going to get an Associate Degree for transfer that will be 60 units, 30 of those units are COSGE and the other 30 units are transferrable, Baccalaureate level classes. The Committee felt that it is going to take students too long to get just to match their schedules and that is only for in state transfer students which are a very limited population on our campus. The Senate Executive Committee wants to make this a starting point for the discussion on Planning Day.

A question was raised whether or not the Curriculum Committee should even be discussing this because this is not related to their duties. The only reason it is somewhat discussed here is because Neil initiated it last year when he was Curriculum Committee Chair and happened to be on the COSGE Ad Hoc Committee and most of the members were on both committees. They are separate tasks. Mike indicated that he tried to turn it over to the Senate Executive Committee at Thursday’s meeting and Chris Vancil wants some involvement by the Curriculum Committee. It was suggested that if that’s the case then he needs to specify what involvement he wants the Curriculum Committee to have. The Committee agreed that unless we have been specifically requested for some input in our capacity as Curriculum Committee it doesn’t need to come back here. Mike reminded the Committee that he did what he was asked to do and find out if Senate Exec

was going to do this. Chris is very in favor of taking it forward since he was involved with the Curriculum Committee and the COSGE Ad Hoc Committee last year.

Mike will have Chris send the Proposed GE Pattern and GE Criteria draft to the faculty prior to the October 7, 2016, Planning Day session.

e. Elaine will report on total number of active courses and how many of those are GE applicable

Elaine reported that there are 514 degree applicable courses and approximately 200 of those are GE courses. For information purposes, Chris will let the faculty know about the number of courses because one of the things that they will be deciding on is which courses are going to fall into which one of the these areas. Whether or not a course qualifies for GE, we shouldn't be presetting the number of courses, it should be whether or not it fulfills the SLO. This was talked about extensively at the Senate Exec meeting on Thursday and Chris indicated he would like a limit however the majority of the Committee does not. One proposal was; once the faculty members have been identified that are going to be in the GE approval process for that area, they will re-examine or develop a SLO if it hasn't already been developed and then decide which courses and how many for their area. They will be the gatekeepers for that area. The general consensus of the Senate Exec members was if a course meets an approved learning outcome for one of the areas it can be used for GE.

If a course satisfies GE it should be stated what about the course satisfies the GE SLO. That should be reflected in the content, the course SLO's or both. Maybe that should be tracked. A larger issue is to make sure courses are being taught to their SLO's.

4. Course Archive

5. Course Approvals

a. CHEM 1100 – Introduction to Organic and Biochemistry – Course Update

A motion was made and seconded (Clarke/Roche) to approve CHEM 1100. The Skill Requirements were not included in the Course Outline and Jenny Heath gave approval for the Tech Reviewer to check all skills from CHEM 1000. This course was approved with corrections.

- Reason for update: Course update
- Course Description updated
- Skill Requirements updated
- Course Content Outline updated
- Lab Content Outline updated
- Description of Out-of-Class Assignments updated
- Texts updated
- SLO's updated

b. ECE 1002 – Child Development – Course Update

A motion was made and seconded (Clarke/Roche) to approve ECE 1002. This course was approved with no corrections.

- Reason for update: Course update
- Distance Education Content updated
- Course Content Outline updated
- Texts updated
- SLO's updated

c. ECE 1003 – Child, Family and Community – Course Update

A motion was made and seconded (Korkowski/Roche) to approve ECE 1003. This course was approved with no corrections.

- Reason for update: Course update
- Course Need/Justification updated
- Distance Education Content updated
- Distance Education Delivery Methods changed from none to 2-way video/audio and Internet delayed
- Course Content Outline updated
- Texts updated
- SLO's updated

d. NURS 9067 – In Home Caregiver Training – Course Update

- This course is pending approval until Mike and Cora work out repeatability issue

The Committee reminded Mike that the only courses up for approval are the ones that are on the agenda and not all of the courses that are in the queue.

Until the Distance Ed Committee decides on a Distance Ed Reviewer, the current Tech Reviewers are responsible for the Distance Ed portion of the course they are reviewing. There is now a standing committee for Distance Ed so we will liaison between the Curriculum Committee and the Distance Ed Committee to have them act as the gatekeepers of the Distance Ed language. The originator of a course should either use the boilerplate language or notify the Tech Reviewer when they have modified the language and it has been approved by the Distance Ed Committee. Mike will talk with Maria Fernandez, the Distance Ed Chair, about this. Prior to CurricUNET, we used a Distance Ed approval form for all DE courses.

6. Curriculum Handbook Update - Handbook revisions are due to Mike Graves by October 4, 2016

There were no updates

7. Other

The Committee discussed the issue of not being able to delete courses or “clean up” courses that have been sitting in CurricUNET that were launched long ago but never completed. This is an issue that needs to be addressed with Governet. Dr. Scott started a list last semester and held a meeting with the Curriculum members and Governet to address those issues. This should be added to that list. It was mentioned that Bart Scott is supposed to be the liaison in place of Eric Houck. Mike will check with Dr. Scott and see how to proceed.

The MCOM courses still need to be launched into CurricUNET so they can be archived. The Committee gave Mike approval to put them into CurricUNET and Jodi will send him a list of those courses.

There is a Regional Consortium Professional Development workshop scheduled on October 13 and October 14 at Butte College. Mike Graves has registered to go and asked if any other members were interested in going. They have a limit of 2 per college. No other members were interested and Elaine indicated she wanted to go if nobody else wanted to. Mike and Elaine will attend the workshop.

Mike sent out an email to the Tech Reviewers asking to have 4 courses Tech Reviewed by October 3, 2016. The courses are:

ART 1001 – Art History II (J. Gilmore) – Dave Clarke

FIRE 0950 – Fire Fighter I Academy (R. Benson) - Charlie Roche

PEMA 1008 – Men's Varsity Football (C. Roche) – Michele Korkowski

XNH 0390 – Geology of the Klamath Cascade Region (B. Hirt) – Sunny Greene

An important issue was brought up about courses coming to Curriculum as an emergency before they are put into the approval process in CurricUNET and are not on the agenda. An example was Bill Hirt's Community Education course that needed to go to the Board for approval in a week and he was late getting it in. It went to the Board and had not gone through the approvals first. That led to another discussion with Dr. South informing the Committee that he had a conversation with Dr. Scott and he wanted Dr. South to relay to the group that if an instructor wants to bring a Community Education course, non-credit course or non FTE course to the Curriculum Committee they can and he does recognize that but he has a lot of Community Education courses he is putting through that are not coming through the Curriculum Committee. Dr. Scott doesn't think, and Dr. South agrees that it is not the purview of this group to oversee what happens in Foundation. Dr. South indicated to just skip CurricUNET and put the course directly into Banner. The Committee agreed that there needs to be a procedure for these courses in place. Mike will send an email to Dr. Scott notifying him that this is a problem and suggest he take it to Instruction Council for discussion.

Next Week's agenda updates:

- 1) Mike will talk to Maria Fernandez about the Distance Ed language and Distance Ed Reviewer.
- 2) Mike will email Dr. Scott about the CurricUNET issue and find out who to contact at Governet.
- 3) Mike will email Dr. Scott regarding the Community Education courses issue.

8. Adjournment

The meeting was adjourned at 12:00 p.m.