

COLLEGE OF THE SISKIYOU
CURRICULUM COMMITTEE MEETING – MEETING NO. 16

2 P.M., Monday, February 6, 2017

Boardroom

Present: Dave Clarke, Jodi Dawson, Elaine Eldridge, Mike Graves, Sunny Greene, Michele Korkowski, Dennis Roberts, Charlie Roche, Greg South, Todd Scott and Taylor Scully (ASB Representative)

Absent: Robert Taylor

Agenda

1. Approval of Minutes – January 30, 2017

A motion was made and seconded (Roche, Clarke) to approve the minutes. The minutes were approved with no corrections.

2. Course Approvals

There were no courses in the Curriculum Committee queue for approval this week but there are 64 courses in CurricUNET at different stages waiting for approval. Mike made copies of the pending courses in each queue and discussed each one with the Committee.

- There are 31 courses at the Dean level however 30 of them are non-credit courses and 1 is a credit course. Dr. Scott is the approver of non-credit and Dr. South commented that he has approved all of his courses and there are none in his queue. Mike stated that he most likely printed the courses before he approved his course.
 - There are 6 courses in Tech Review, 2 courses in General Ed, 2 courses in Articulation, 20 courses in Distance Ed, 2 programs in Coding Review and 1 course in Curriculum Committee Chair.
 - Mike met with Mike Wilson and went over the Fire courses. There is an issue with the hours because CurricUNET is looking for full semester courses and these are short one week courses so the calculation of units and hours are not correct. The way around it was to put percentages in and then it calculated close to the 40 hours. Mike Wilson will correct and resubmit them by the end of the week.
 - Mike contacted Maria about the 20 Distance Ed courses in the queue and she is working on them but she doesn't have rights to CurricUNET so she can't edit. The Committee agreed to give Maria editing rights so she can edit as Distance Ed reviewer.
 - Chris Vancil and Neil Carpentier-Alting offered to help with Tech Reviewing all the new non-credit courses as former Curriculum Committee members. The Committee also agreed to give them editing rights in CurricUNET.
 - The 2 General Ed courses will remain in the queue until the new GE pattern is approved.
- Mike will give weekly updates to the status of the courses in the different queues. He stated that he already covered #3, #4 and #5 on the agenda so we moved to #6.

3. Updates – Mike Graves

See #2

4. Workflow for Future Non-credit Courses– Mike Graves

See #2

5. Current Status of Courses in CurricUNET – Mike Graves

See #2

6. Other

Mike introduced Taylor Scully, our new ASB student representative. He talked a little about each person's role on the Curriculum Committee and briefly talked about what the Curriculum Committee does.

There was one course in the Curriculum Committee queue for approval that was submitted after the agenda was sent out. The Committee agreed to review Math 0502, Developmental Mathematics Concepts and

Applications. The course was put through as a Community Education course and it has a Non-Credit course number. The description also refers to the course as a Non-Credit course. The problem is in the initial launch of the course and putting in the incorrect proposal type. The course needs to be backed out and corrected and then it can be resubmitted. The Committee agreed to send the course back to the originator to re-launch correctly. After looking at the printout Mike shared, it appears that more courses in various queues are listed as Community Education that are essentially Non-Credit courses.

7. Adjournment

The meeting adjourned at 2:30 p.m.