

COLLEGE OF THE SISKIYOU
CURRICULUM COMMITTEE MEETING – MEETING NO. 21

2 P.M., Monday, April 3, 2017

ESTC 8-107

Present: Dave Clarke, Jodi Dawson, Elaine Eldridge, Mike Graves, Sunny Greene, Michele Korkowski, Dennis Roberts, Charlie Roche and Greg South.

Absent: Todd Scott and Taylor Scully (ASB Representative)

Agenda

1. Approval of Minutes – March 20, 2017

A motion was made and seconded (Greene/Korkowski) to approve the minutes. The minutes were approved with no corrections.

Sunny was absent from the previous meeting and asked for clarification on item # 5 - Other regarding the FCS 1011 and KINE 1011 course updates. She stated that she and Cora reviewed the old and the new course descriptions and she was fine with double listing it but requested an addition to the course description and outline which Sunny did after talking to Charlie first. Cora is requesting that it remains double listed to ensure the pool of instructors is broad. Sunny's primary question was whether FCS 1011 needs to be updated since it will be double referenced with KINE 1011. Mike reiterated that it does need to be updated in order to have the two courses identical which will just be a matter of cut and pasting. Since we don't have an FCS discipline or FCS faculty to do the update, Sunny offered to do it. This will expand the number of people that can teach it. The Committee agreed that even though Dr. Scott is not in favor of having KINE 1011 approved to be offered as Distance Education; if they are identical it will need DE approval. His concerns about it are understood but he has the right of assignment. The Committee agreed to move forward with it.

2. Course Approvals

- **BA 0508 – Word Processing – K. Freeze**
The Committee reviewed and approved BA 0508
- **BA 0509 – Intro to Windows for MS Office Applications – K. Freeze**
The Committee reviewed and approved BA 0509
- **DSPS 0501 – Introduction to Academic Success – K. Freeze**
The Committee reviewed and approved DSPS 0501

3. Course Archive

n/a

4. Updates – Mike Graves

Mike emailed Maria Fernandez asking for assistance in getting the 29 courses reviewed in the Distance Education queue by Friday, April 7th. He offered to help her but she declined and said she was working on them and would have them done. The deadline for courses that have not had any action taken on them is April 14th. Courses still in the originator's queue that have not had anything done with them will be disregarded and they can be resubmitted in the fall after eLumen is on board. Any courses in the approval process will still be actionable until May 1st. There are 3 courses in the Dean queue that need approval. Elaine will have Dr. Scott go in and approve them. The Tech Reviewer's agreed to each review three courses and if they need corrections they will not send them back they will work with the originator because of the short timeframe. We have one month to get all of the courses through and cleaned up.

Mike will look at all of the courses in the Distance Education queue tomorrow and anything that is not DE he will move through.

5. Other

Michele wanted to discuss two courses she is Tech Reviewing and get feedback from the Committee. The Committee suggested that she contact one instructor and send the other one back. She will contact Jenny Heath about CHEM 1050 and let her know that this is not traditional Course Content and let her know that each SLO box needs to be checked because they are not coming through on the course outline. The other course was ART 1001 submitted by Jim Gilmore and she was advised to send it back to Sean Kenny for revisions since Jim is on sabbatical and Sean also teaches the course.

The proposed General Education pattern went to the Board for the first reading last month. It is slated to be approved at the May meeting. We need to do the migration to eLumen and then figure out how to best to do the new GE approvals. Possibly Mike and Sunny will get together and determine how to do that. Basically, it's sending an email to everyone who is responsible for that GE and they will be given 72 hours to respond. After that it's majority rules and then it will be approved.

6. Adjournment

The meeting adjourned at 2:30 p.m.