

COLLEGE OF THE SISKIYOU
CURRICULUM COMMITTEE MEETING – MEETING NO. 9

8:00 a.m., Wednesday, December 5, 2018

ESTC 107

Present: Dave Clarke, Jodi Dawson, Elaine Eldridge, Tim Frisbie, Katie Gale, Mike Graves,
Dr. Greene, Michele Korkowski, Charlie Roche, Dr. Schoonmaker and Dr. Zweigle

Absent: Dennis Roberts

Regular Agenda - Revised

1. Approval of Minutes –November 28, 2018

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

2. Review Administration Policy and Board Policy 4020, Approval of Programs

- The Committee discussed the roles and responsibilities of the course and program approval process. They all agreed that a further discussion is necessary before coming to a conclusion. They decided the important thing that needs to be done between now and the next meeting in January is to clearly define the roles and responsibilities of each person in the approval process.
- Mike will set up a flex activity in January to discuss the roles and responsibilities of those involved in the approval process and Tim will email the Flex Committee to get their approval first. At the January 30, 2019 the Committee will formalize the outcome of the flex discussion.

3. Other

- An email was sent to the Committee to see if it was possible to have a meeting during finals week but there were conflicts and there was not a time slot available for a meeting.
- The first meeting of the Spring semester is scheduled for Wednesday, January 30, 2019 in ESTC 107 from 8:00 a.m. to 8:50 a.m.
- Meeting days and times for the spring semester have been set for Wednesday's from 8:00 a.m. to 9:00 a.m. in ESTC 107 the same as this semester.
- The Curriculum Committee is putting together a flex activity to discuss the roles and responsibilities of those involved in the Curriculum workflow process. That flex activity will be codified at the first meeting of the semester.
- Michele asked the Committee for feedback regarding the Manufacturing courses she is Tech Reviewing. She will not include a material fee but instead add a statement that reads "Material fees may be required". Leave the outline headings as is.
- Dr. Greene asked that the Interstate Passport Certificate of Achievement (COA) be put on the approval list for the January meeting.

Adjournment

The meeting adjourned at 8:45 a.m.