

**COLLEGE OF THE SISKIYOU  
CURRICULUM COMMITTEE MEETING – MEETING NO. 8**

*8:00 a.m., Tuesday, March 20, 2018  
ESTC 107*

**Present:** Dave Clarke, Jodi Dawson, Elaine Eldridge, Tim Frisbie, Mike Graves, Dr. Greene, Michele Korkowski, Dennis Roberts, Charlie Roche, Dr. Scott and Dr. Zweigle  
**Guest:** Kim Freeze and Mark Klever

**Agenda**

**1. Approval of Minutes – March 13, 2018**

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

**2. Non-Credit ESL – Dr. Scott**

Dr. Scott requested to move three English as a Second Language (ESL) courses from the English discipline to non-credit or possibly create an ESL non-credit. These courses currently reside in the English Department because the person who created them was previously in that department. The reason for the request is because of FIELD we have a lot of equivalency applications coming through and the question is who should be responsible for approving these courses? The ESL non-credit doesn't have an equivalency, which would be Linguistics, Education and things other than English and yet we are asking an English faculty member to make the determination whether this person has enough courses in, for example, Linguistics to meet equivalency. Although Liz Carlyle, our new English instructor, has a lot of experience in ESL which makes her a likely candidate there might be other ESL folks who would be just as qualified to make the determination of whether a person meets equivalency for non-credit ESL because it is substantially different than English. Dr. Scott mentioned previously that we have a lot of courses placed in the wrong disciplines and he will eventually start looking at some of those. This is just the first round so he is suggesting moving them out of English and into non-credit ESL. Moving these courses will not affect FIELD in fact if not for FIELD we might not have these courses at all. These typically are not degree applicable courses. Dr. Zweigle indicated that he has already had a conversation with the English faculty and they already expressed to him that they want a clear divide between the two. Dr. Scott stated that if the Committee is in agreement he would like to change ENGL 0561, ENGL 0562 and ENGL 0563 to ESL and recommend that the English faculty initiate the changes. If they need help with the eLumen process Mike offered to help. The Committee was in agreement as long as the English faculty agrees to move these ESL courses out of English and into non-credit. The Committee requested that Dr. Zweigle bring something formal, an email etc., from the English faculty stating ESL should be moved to non-credit.

**3. Non-Credit – Kim Freeze**

Mike informed Kim that the faculty would like to see more coordination between what she is generating in terms of non-credit courses and what is being offered by full time discipline faculty. Of the 36+ courses she created last spring she did some coordination but going forward the faculty would like her to have more coordination between what she proposing and at a minimum the Dean of that area.

Kim reported to the Committee that non-credit is definitely reaching out to a different audience who are students with learning challenges ranging from age 18 to 94. With non-credit we are bringing people to the campus who have never considered attending COS. These students are gaining confidence, becoming familiar with our system and navigating the online process. Six of the non-credit students are moving into our credit courses. One student in particular is a veteran who is integrating back into society and starting a business. She went on to say that the goal and vision of the non-credit program when Dr. Scott first brought her on was to develop a complete program that complimented the existing credit courses and to be thinking about the continuum bridging over to credit courses. She stated she is always mindful and respectful of the work the faculty has done and it was never her or Dr. Scott's intention to be disrespectful of their courses. Kim stated that her goal is to put College of the Siskiyous on the map with our outstanding programs. The goal of non-credit is to

serve the underserved; veterans, unemployed, incarcerated and determine how to reduce recidivism. She also stated that the non-credit courses she created were purposely created to not compete with credit courses but the idea was that they would help dispel fears and compliment what was already being offered. She has reached out to many faculty members and different disciplines to see what could be offered in the area of non-credit to compliment what the faculty is already doing to increase our retention rates. Kim has reached out and secured agreements with the Karuk Tribe and County of Siskiyou and is currently working with the County on other opportunities. Kim will bring proposed courses to Dr. Scott and Dr. Zweigle for approval before moving them forward.

Mark Klever commented that he feels there are some things lacking in the community on the Agriculture side of things. For instance he feels there is a need for industrial math. There are a lot of people in the community that don't have basic math skills such as how to read a tape measure and do the basic things applicable to going out into the workforce.

#### **4. New GE Pattern Revisions – Dr. Greene**

Dr. Greene emailed a draft of the second iteration of the new General Education (GE) pattern. She has honed it down from 100 courses to 73. She looked at what we were offering through a couple different lenses making sure there was a representation within a lot of the areas and making sure it wasn't heavy with one particular discipline or department. Also, thinking of what is really GE so anything that was a major prep course that wasn't an intro course that was something more intense in major she took out. Also, anything major that had a prerequisite of an intro course was taken out except for English and Math because some of those courses do have a prerequisite of English and Math so she didn't take those out. Dr. Greene stated that she tried to hon it down but keep a nice cross section and in thinking of Guided Pathways and really trying to clarify the path. She tried to keep it brief and concise for students. When talking to the faculty, if this is something we want to move forward with, they need to know this is for local degrees only.

Michele Korkowski requested to have ADJ 1517 - Multicultural/Living Skills put into GE pattern, Area 5, because she feels it is more specific to diversity and community. It was previously listed in Area 1 – Natural Science. The Committee agreed to have it put into Area 5.

Dennis Roberts had a question regarding getting a "D" or better in Area 5 and wanted to clarify that it was just applied to the local degree. Dr. Greene confirmed that it does in fact just apply to the local degree but the Committee agreed that needs to be changed because a "D" is not a passing grade.

Dave Clarke asked if it would be helpful to students to list which class within a section is regularly offered in an academic year. Dr. Greene and Elaine Eldridge stated the courses on the new GE pattern are all offered once a year. He also requested to have BIO 2700 – Human Anatomy removed from GE Area 1 because he feels it doesn't meet the GE requirement.

Mark Klever inquired about some courses that were submitted for IGETC and asked Dr. Greene when she would hear back on them. She informed him that some came back for transferability but they take longer for IGETC & CSU. There have been some issues with the new platform but the CSU's and UC's are maintaining their cycles so they probably won't come back until the end of spring.

In summary the Committee agreed to put ADJ 1517 in Area 5, remove BIO 2700 from Area 1 and then send it out to faculty for review of the current changes. They will have until the end of spring break to respond with an answer and Jodi will include it on the April 3, 2018 agenda.

#### **5. Other**

Mike informed the Committee that he took the eLumen tutorial he created to the Senate last Friday for review and approval. The Senate suggested a few changes which he has made. The Committee approved the form and

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Mike will have Anne-Marie or Michael put it on the Curriculum Committee website. He will have it listed as “eLumen Help”. Dr. Scott also asked to have a link to the eLumen log in page on the top of our page on the website.

There was a question regarding whether it would be possible to forward what is in someone’s eLumen inbox to an email address like CurricUNET did because it would be of value if the initiator gets an email notifying them that action has been taken on their course. Elaine can ask Matt Coombs if that is an option.

Tim Frisbie asked if there is a due date or a timeline for courses that need updates or revisions and Mike suggested that September 1, 2018 is a reasonable time to get them revised and in eLumen. The Committee agreed that it will be necessary to meet once a month during the summer because courses will be coming through. Mike asked the Committee to send him dates they are not available to meet during the summer and he will send out meeting days and times.

There will be no meeting next Tuesday, March 27, 2018, due to spring break. The next meeting will be held Tuesday, April 3, 2018.

**Adjournment**

The meeting adjourned at 8:55 a.m.