

COLLEGE OF THE SISKIYOU
CURRICULUM COMMITTEE MEETING – MEETING NO. 04

Minutes

8:00 a.m., Thursday, October 17, 2019

Science 110

Present: Dave Clarke, Elaine Eldridge, Tim Frisbie, Katie Gale, Mike Graves, Dr. Greene, Dr. Peretti, Dr. Perlas, Dennis Roberts and Charlie Roche

Absent: Jodi Dawson, Mark Klever, and Michele Korkowski

1. Approval of Minutes – September 26, 2019

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

2. Curriculum Update Project – Dr. Perlas

A good amount of our Curriculum has not been updated for some time. All courses are required to be updated every three years with the exception of CTE courses that need to be updated every two years. Jodi ran a report for each Dean showing the dates their courses were last updated. Mike stated he will discuss this at next week's Senate meeting because the responsibility of this is entirely under the purview of the faculty. The Deans can be catalysts to get it going but ultimately the faculty are the ones to implement it.

3. AP 4020/Program Approval – M. Graves

Mike stated he didn't receive any feedback from the email he sent out asking for input. He recommends that someone from the Curriculum Committee take it to Instruction Council take it and have them revise both of these policies because as soon as programs are uploaded in eLumen, a process needs to be in place for the Curriculum Committee's part in approving. Mike has notes he has been working on that he will provide to Instruction Council.

4. Other

Elaine revisited a question that came up previously regarding a course that gets updated and whether or not it automatically updates in the program as well. After talking with Matt Coombs she indicated the originator would have to make the course revisions and program revisions at the same time. Matt indicated that they are working on a process to make it update automatically. When faculty update a course they will need to know that they need to do it simultaneously with the program. Mike will include this in his notes for AP/BP 4020.

Another issue with eLumen is the originator cannot edit courses. Elaine is having a phone conversation with Matt Coombs today about it but he thinks it is a probably a glitch in the system. The Tech Reviewers also need access to make minor edits. If they send a course back to the originator for revisions and they resubmit it, it has to go through the entire approval process again which should not be the case.

Dr. Perlas informed the Committee that she brought to the Flex Committee the idea of having the Guided Pathways mapping activity (recommending courses for term) that was discussed previously and said it will be a scheduled flex activity.

5. Adjournment

The meeting was adjourned at 8:35 a.m.