

COLLEGE OF THE SISKIYOU
CURRICULUM COMMITTEE MEETING – MEETING NO. 07

Minutes

8:00 a.m., Thursday, February 13, 2020

Science 110

Present: Suzanne Clark, Jodi Dawson, Elaine Eldridge, Tim Frisbie, Katie Gale, Mike Graves, Mark Klever, Michelle Knudsen, Michele Korkowski, Dr. Peretti, Dr. Perlas, Charlie Roche, and Dennis Roberts

Absent: Dave Clarke

1. Approval of Minutes –November 21, 2019

A motion was made and seconded (Roche/Gale) to approve the minutes. The minutes were approved with a minor correction. In item #11, the wording “the Academy background and” was deleted. Michelle Knudsen abstained because she was not a Committee member at the time of the minutes were taken.

2. Program Approval Process – Graves

- a. Mike shared a handout of the current AP 4020 and asked the Committee to edit it and email suggestions and/or changes to him. He will have the document finalized for next week’s meeting.
- b. He reiterated that the Curriculum Committee does not approve programs but will review them as information items only.
- c. He asked Dr. Perlas if she would consider letting the faculty have a flex training on entering programs in eLumen. Matt Coombs, our eLumen representative, would be willing to come and provide the training.

3. Information regarding the Cannabaceae Studies Conference – Dr. Perlas

- a. Dr. Perlas shared a flyer of the 2-day Cannabaceae Studies Conference coming up on April 3rd and 4th. Attendees will complete 4 Community Education Cannabaceae Studies courses during the 2-day conference.

4. Curriculum Submission Cut-Off Date for Spring – Graves

- a. The cut-off date for new courses and course revisions to be submitted in eLumen is March 30, 2020. In order to get the courses through the entire approval process before the end of the semester it is necessary to have the courses in the queue completed. Any courses that remain in the queue and not moved forward will remain in there until the fall semester.

5. Replacement for Curriculum Committee President – Graves

- a. Mike asked if someone from the Committee would be interested in taking over as Curriculum Committee Chair upon his retirement. He stated if nobody on the Committee was interested then another faculty member would need to volunteer to come forward and take over the duties.

6. Other

- a. Michelle Knudsen indicated that it is important for her to get formal training to learn all of the components that are required of an articulation officer. She spent some time with Sunny Greene, our former articulation officer, but there is a considerable amount to learn and she feels that she needs more training in order to perform the duties efficiently.
- b. Michelle informed the Committee that Ashley Sadler, our transcript evaluator, would be helping her with some of the articulation duties and it would be beneficial to extend an invitation to her for the Curriculum Committee meetings.

7. Adjournment

The meeting adjourned at 8:40 a.m.