

**COLLEGE OF THE SISKIYOU**  
**CURRICULUM COMMITTEE MEETING – MEETING NO. 11**

**Minutes**

*8:00 a.m., Thursday, May 7, 2020*

*ZOOM*

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

**Absent:** Suzanne Clark, Valerie Roberts

**1. Approval of Minutes – April 16, 2020**

*A motion was made and seconded (Clarke/Roche) to approve the minutes. Motion carried.*

**2. Course Approvals – Revise a Credit Course**

**a. BIO 2600 - Microbiology**

- Reason for update: English Sequence update
- Course Description updated
- CSLO's updated
- Course Outline updated
- Textbooks updated
- Approved

**b. ADJ 2949 - Work Experience**

This course was sent back to the originator for minor revisions

**c. THEA 2400 - Script Analysis**

This course was sent back to the originator for minor revisions

**3. Course Approvals – Revise a Non-Credit Course**

**a. COLL 0600 - Strategies for Student Success**

- Reason for update: Add Distance Education
- Added DE language
- Delivery Methods added: Online (Internet Delayed), Hybrid (51% or more online), Hybrid (less than 51% online)
- Approved

**4. Approval of Distance Education over Summer, is the Process still in Place – Elaine Eldridge**

The process is still in place for approving courses over the summer. If a course needs immediate attention Dr. Perlas and Katie Gale, the incoming Curriculum Committee Chair, will review and approve but typically the Curriculum Committee doesn't meet over the summer because faculty are off contract and unavailable.

**5. Programs with 50% or more offered online – Dr. Perlas**

Dr. Perlas stated that College of the Siskiyou is required to report on all programs that are offered 50% or more via Distance Education. Maria and the Curriculum Committee have provided a good list but, she wants to be sure she hasn't missed any programs. She will send an email to faculty asking if they have a degree or certificate in their discipline that is, or will be offered 50% or more via Distance Education, to please let her know by sending an email which includes: Discipline Name and Type of Degree (AA/AA-T/AS-T) and/or Certificate (COA). They

should only include programs that are DE approved or going through the local DE approval process. ACCJC also requires colleges to submit a substantive change report for each of these programs. Dr. Perlas will be submitting on behalf of the college.

**6. Other**

- The Tech Reviewers have noticed General Education status missing from some of the Course Outlines. It possibly did not carry over from CurricUNET. Mike will discuss this with the faculty on the mandatory flex day on May 24, 2020.
- The Curriculum Committee will meet next Thursday, May 14, 2020. This will be the last meeting of the semester.
- Charlie Roche informed the Committee that when Tech Reviewing courses to open the Distance Education Addendum and make sure the correct addendum matches with the proposed course. He has found a few discrepancies already.

**7. Adjournment**

The meeting adjourned at 9:00 a.m.