

**Friday, November 22, 2019**

**Minutes of the Regular Meeting of the Curriculum Committee**

**1:00 - 3:00 p.m.  
Eureka: 7351 Tompkins Hill Road, SS 202  
Del Norte: 883 W. Washington Boulevard, Room E2  
ConferZoom:** [**https://cccconfer.zoom.us/j/947088431**](https://cccconfer.zoom.us/j/947088431)

**Members Present: Sean Thomas, Justine Shaw, Jennifer Burlison, Chris Lancaster, Mike Peterson, Michael Dennis, Angelina Hill (Ex Officio), Courtney Loder (Ex Officio)**

**Members Absent:**

1. **Call to Order**

Curriculum Committee Chair, Sean Thomas, called the meeting to order at 1:03 p.m.

**2. Public Comment**

2.1 Members of the audience are invited to make comments regarding any subject appropriate to the Curriculum Committee

none.

**3. Approval of Minutes**

3.1 Approval of minutes from November 8, 2019

[M], [2nd]Following discussion, the minutes were approved as amended.

Mike Peterson pointed out a redundant level of detail in one discussion area, which was removed.

**4. Action Items**

**4.1 Course Revision: ADCT-210 Understanding Drug/Alcohol Abuse and Treatments – Stuart Altschuler**

[M], [2nd]Following discussion, the motion to approve was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | Y | Y | Y | Y | Y |

Discussion:

Stuart Altschuler explained that this course was originally developed with the intention to teach it in the jail, but the demand for this course has expanded since then. In order to be able to offer more flexible offerings throughout the community, the range of hours has been adjusted.

**4.2 Course Revision: BIOL-15 Marine Biology – Karen Reiss**

[M], [2nd]Following discussion, the motion to approve was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | Y | Y | Y | Y | Y |

Discussion:

Karen Reiss commented that she liked using eLumen and seeing the conversational flow in the comment threads. Getting used to the "editing blackout" that happens while the course is under review, but so far so good.

A question was raised about removing the statement about field trips from the catalog description. Anecdotally, the statement about the college not providing transportation prevents some students from enrolling. The Committee reviewed the AP on field trips, which requires such a statement. The statement about required field trips and transportation was returned to the catalog description, with an added comment that students in the course typically carpool.

[M], [2nd]Following discussion, the motion to **remove the prerequisite** was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | Y | Y | Y | Y | Y |

Discussion:

[M], [2nd]Following discussion, the motion to **renew CR GE Area A** was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | Y | Y | Y | Y | Y |

Discussion:

This course will need to be re-reviewed for CSU GE and IGETC, because the course prerequisites have been changed (removed). Michael Dennis feels the CR GE Rationale will be sufficient for the re-review.

**4.3 New Course, with Distance Education: COMM-1V Public Speaking-Virtual – Lisa Sayles**

[M], [2nd]Following discussion, the motion to approve was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | Y | Y | - | Y | Y |

Discussion:

Chris Lancaster explained that this course will give us a way to offer COMM-1 online, specifically geared toward presentations and public speaking in online environments, vs. discussing traditional methods of in-person presentation techniques. The COMM department decided to create a separate COR to maintain these specific pedagogical goals in the DE environment. Intended to be equivalent to COMM-1; which will not be hard-coded in Datatel until all articulation proposals (CSUGE, IGETC, C-ID, etc.) are approved and it is in line with COMM-1. In the interim, students can use course substitution if necessary for COMM-1 program requirements.

[M], [2nd]Following discussion, the motion to **approve CR GE Area C and Area D2** was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | Y | Y | - | Y | Y |

Discussion:

The Committee voted to approve CR GE Area C today, but this course will not be added to Area C until the equivalent courses (COMM-1 and COMM-1H) are also approved for Area C.

[M], [2nd]Following discussion, the motion to **approve the Distance Education Addendum** was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | Y | Y | - | Y | Y |

Discussion:

**4.4 Course Revision: HIST-11 History of Women in America: Pre-Contact to 1877 – Will Meriwether**

[M], [2nd]Following discussion, the motion to approve was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | Y | Y | Y | Y | Y |

Discussion:

[M], [2nd]Following discussion, the motion to **renew CR GE Area B** was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | Y | Y | Y | Y | Y |

Discussion:

Jennifer Burlison asked why this course isn't also being proposed for Area C/Humantites like the others. Will Meriwether explained that only the World History and Western Civ courses are being proposed for Area C.

**4.5 Course Revision: HIST-12 History of Women in America: 1877-Present – Will Meriwether**

[M], [2nd]Following discussion, the motion to approve was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | Y | Y | Y | Y | Y |

Discussion:

[M], [2nd]Following discussion, the motion to **renew CR GE Area B** was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | Y | Y | Y | Y | Y |

Discussion:

**4.6 Course Revision, with Distance Education: HIST-20 World History: Prehistory to 1500 CE – Will Meriwether**

[M], [2nd]Following discussion, the motion to approve was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | Y | Y | Y | Y | Y |

Discussion:

[M], [2nd]Following discussion, the motion to **renew CR GE Area B and approve CR GE Area C** was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | Y | Y | Y | Y | Y |

Discussion:

[M], [2nd]Following discussion, the motion to **approve the Distance Education Addendum** was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | Y | Y | Y | Y | Y |

Discussion:

**4.7 Committee Action: Create an Administrative Workflow in eLumen for revision to a limited number of minor/local COR components, to be approved via Consent Calendar**

[M], [2nd]Following discussion, the motion to approve was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | Y | Y | Y | Y | Y |

Discussion:

**4.8 Committee Action: Recommend to Academic Senate creation of policy combining DE proposals with COR revisions (i.e., revising/adding DE opens discussion on the rest of the COR, including GE rationale, prerequisites, etc.)**

[M], [2nd]Following discussion, the motion to approve was passed by the following roll call vote:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Burlison* | *Dennis* | *Gill* | *Lancaster* | *Peterson* | *Shaw* |
| Y | Y | Y | Y | Y | Y |

Discussion:

Sean Thomas explained the rationale for this: historically the DE addendum has existed as a standalone document with a separate life cycle from the COR; this committee believes that the COR and DE are deeply intertwined and should be reviewed in tandem. Statewide this is moving toward standard practice.

Jennifer Burlison asked for clarification on how proposals with DE will be weighted for agenda size purposes. Sean Thomas replied that Wendy Riggs is on board as Faculty DE Coordinator to continue doing substantive review of DE proposals, and that more in-depth review from members of this body wouldn't start until next fall at the earliest.

This policy will take effect beginning at the January 24, 2020 Curriculum Committee Meeting.

**5. Discussion**

5.1 eLumen Course Workflow Guide

Justine Shaw shared that several faculty she's talked to are planning on waiting to submit proposals until the "last minute," which we want to discourage. Courtney Loder asked Committee Members to remind their colleagues that revisions taking effect in Fall 2020 must come to the Curriculum Committee by the meeting on February 14, 2020 in order to receive all necessary post-meeting approvals before registration begins for the 2020-21 academic year.

5.2 eLumen Feedback/Q&A

none.

**6. Announcements and Open Forum**

none.

**7. Adjournment**  [M], [2nd]

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