

REDWOODS COMMUNITY COLLEGE DISTRICT
Minutes of the Meeting of the Curriculum Committee

Eureka: 7351 Tompkins Hill Road, SSA 202
Del Norte: 883 W. Washington Boulevard, Office E7

Meeting Date: April 14, 2017

Members Present: Angelina Hill (Ex-Officio), George Potamianos, Jennifer Burlison, Michelle Haggerty, Sean Herrera-Thomas, Erik Kramer, Franz Rulofson, Gary Sokolow.

Members Absent: Ruth Rhodes, Dave Bazard (Ex-Officio)

1. Call to Order: Curriculum Committee Chair, George Potamianos, called the meeting to order at 1:05 pm.

2. Introductions & Public Comment:

3. Approval of the Minutes: Gary Sokolow moved to approve the minutes of the March 24, 2017 meeting, seconded by Michelle Haggerty. There being no objections, the minutes were approved as written.

4. Action Items

4.1 Distance Ed: PE-10 Running and Walking – Bob Brown

Gary Sokolow [M], Sean Herrera-Thomas [2nd] Following discussion, the motion to approve was passed by the following roll call vote:

<i>Burlison</i>	<i>Haggerty</i>	<i>Herrera-Thomas</i>	<i>Kramer</i>	<i>Rhodes</i>	<i>Rulofson</i>	<i>Sokolow</i>
Y	Y	Y	Y	-	Y	N

Discussion: Marla Gleave addressed concerns raised in previous meeting about reliability of student reported activity—there are apps like runkeeper that track movement/distance, and logs can be emailed to the instructor

Questions about technique/injury—in this format, intervention can happen when students report that they have shin pain, etc. Once pain is reported, technique can be addressed. This is similar to the face to face format, where students can experience pain and there be nothing in their form or technique visually that reveals the problem until the student mentions injury. There are also proactive discussions about injury prevention and dealing with hazards while on a run (weather, rough terrain, etc.)

George Potamianos asked about liability: (worst case) if a student has a heart attack and dies while they're on a run off campus, what (if any) liability does the college have? Marla explained that students in face to face class also run/walk outside of class. When it comes to student injuries during class time, their health insurance would be used first, and if insufficient, then CR insurance can get involved.

Erik asks about observation of form. It is decided to add a parenthetical at the end of #9 saying "(e.g., students upload video of themselves running to observe form and/or instructor uploads video demonstrating proper form/technique)."

4.2 Distance Ed: MATH-30 College Algebra – Amber Buntin

Franz Rulofson [M], Sean Herrera-Thomas [2nd] Following discussion, the motion to approve was passed by the following roll call vote:

<i>Burlison</i>	<i>Haggerty</i>	<i>Herrera-Thomas</i>	<i>Kramer</i>	<i>Rhodes</i>	<i>Rulofson</i>	<i>Sokolow</i>
Y	Y	Y	Y	-	Y	Y

Discussion: Franz Rulofson asked about verifying student identity for testing, etc.. Amber Buntin explained that for this class, students take their exams in the testing center at their campus with a proctor.

4.3 Distance Ed: SOC-34 Introduction to Social Work – Michael Dennis

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

<i>Burlison</i>	<i>Haggerty</i>	<i>Herrera-Thomas</i>	<i>Kramer</i>	<i>Rhodes</i>	<i>Rulofson</i>	<i>Sokolow</i>
Y	Y	Y	Y	-	Y	Y

Discussion: This proposal will need to be held before becoming effective, pending approval to >50% approval for Addiction Studies from ACCJC.

Michelle Haggerty asked which subject area experts were consulted. Mike Dennis responded: Phil Mancus, Stuart Altschuler.

4.4 Distance Ed: SOC-38 Field Placement Seminar I – Michael Dennis

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

<i>Burlison</i>	<i>Haggerty</i>	<i>Herrera-Thomas</i>	<i>Kramer</i>	<i>Rhodes</i>	<i>Rulofson</i>	<i>Sokolow</i>
Y	Y	Y	Y	-	Y	Y

Discussion: Michelle Haggerty expressed concern about social work students going out into the field and working with clients, without having face to face interaction with an instructor. Mike Dennis explained that this isn't the actual field work component, but the seminar where students come together to talk about what's going on in the field. It will be offered only via telepresence, so there will be live interaction with the instructor.

4.5 Degree Revision: Liberal Arts: Business A.A. – Michael Dennis, Chris Gaines

Franz Rulofson [M], Sean Herrera-Thomas [2nd] Following discussion, the motion to approve was passed by the following roll call vote:

<i>Burlison</i>	<i>Haggerty</i>	<i>Herrera-Thomas</i>	<i>Kramer</i>	<i>Rhodes</i>	<i>Rulofson</i>	<i>Sokolow</i>
Y	Y	Y	Y	-	Y	Y

Discussion:

4.6 Degree Revision: Business, General A.S. – Michael Dennis, Chris Gaines

Franz Rulofson [M], Sean Herrera-Thomas [2nd] Following discussion, the motion to approve was passed by the following roll call vote:

<i>Burlison</i>	<i>Haggerty</i>	<i>Herrera-Thomas</i>	<i>Kramer</i>	<i>Rhodes</i>	<i>Rulofson</i>	<i>Sokolow</i>
Y	Y	Y	Y	-	Y	Y

Discussion:

4.7 Cert. of Rec. Revision: Cisco Networking and Microsoft Server Administration – Dan Calderwood

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

<i>Burlison</i>	<i>Haggerty</i>	<i>Herrera-Thomas</i>	<i>Kramer</i>	<i>Rhodes</i>	<i>Rulofson</i>	<i>Sokolow</i>
Y	Y	Y	Y	-	Y	Y

Discussion:

4.8 Course Revision: ENVSC-10 Intro to Environmental Science – Jeff Hogue

Franz Rulofson [M], Sean Herrera-Thomas [2nd] Following discussion, the motion to approve was passed by the following roll call vote:

<i>Burlison</i>	<i>Haggerty</i>	<i>Herrera-Thomas</i>	<i>Kramer</i>	<i>Rhodes</i>	<i>Rulofson</i>	<i>Sokolow</i>
Y	Y	Y	Y	-	Y	Y

Discussion:

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

<i>Burlison</i>	<i>Haggerty</i>	<i>Herrera-Thomas</i>	<i>Kramer</i>	<i>Rhodes</i>	<i>Rulofson</i>	<i>Sokolow</i>
Y	Y	Y	Y	-	Y	Y

Discussion:

4.9 NEW Course: YUR-1A Elementary Yurok I – Kristy Carlsen

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

<i>Burlison</i>	<i>Haggerty</i>	<i>Herrera-Thomas</i>	<i>Kramer</i>	<i>Rhodes</i>	<i>Rulofson</i>	<i>Sokolow</i>
Y	Y	Y	Y	-	Y	Y

Discussion: Yurok Tribe requires instructors of the Yurok Language to have Yurok Level II Certification. It can't be listed with Minimum Qualifications, because it's a K-12 credential that doesn't work with our min qual system. George Potamianos asked what other documentation we can create to document this requirement. Sean Herrera-Thomas suggested an MOU between the tribe and CRFO/Academic Senate to stipulate that instructors must have the tribal certification. Angelina will follow up with Brittany Vigil to develop an MOU.

Franz Rulofson asked if we have people in the area currently who have a masters degree and the tribal certification. Brittany Vigil commented that yes, there are people currently in the area who meet the stated min quals and have the tribal certification.

Franz Rulofson [M], Michelle Haggerty [2nd] Following discussion, the motion to approve for **CR GE Area C & E** was passed by the following roll call vote:

<i>Burlison</i>	<i>Haggerty</i>	<i>Herrera-Thomas</i>	<i>Kramer</i>	<i>Rhodes</i>	<i>Rulofson</i>	<i>Sokolow</i>
Y	Y	Y	Y	-	Y	Y

Discussion:

4.10 Course Revision: POLSC-12 State and Local Politics – Gary Sokolow

Franz Rulofson [M], Sean Herrera-Thomas [2nd] Following discussion, the motion to approve was passed by the following roll call vote:

<i>Burlison</i>	<i>Haggerty</i>	<i>Herrera-Thomas</i>	<i>Kramer</i>	<i>Rhodes</i>	<i>Rulofson</i>	<i>Sokolow</i>
Y	Y	Y	Y	-	Y	Y

Discussion:

4.11 Course Revision: AG-63 Intro to Organic/Sustainable Agriculture – Franz Rulofson

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

<i>Burlison</i>	<i>Haggerty</i>	<i>Herrera-Thomas</i>	<i>Kramer</i>	<i>Rhodes</i>	<i>Rulofson</i>	<i>Sokolow</i>
Y	Y	Y	Y	-	Y	Y

Discussion:

4.12 Cert. of Rec. Revision: Agriculture Production C.R. – Franz Rulofson

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

<i>Burlison</i>	<i>Haggerty</i>	<i>Herrera-Thomas</i>	<i>Kramer</i>	<i>Rhodes</i>	<i>Rulofson</i>	<i>Sokolow</i>
Y	Y	Y	Y	-	Y	Y

Discussion:

4.13 Cert. of Rec. Revision: AG Horticultural Practices C.R. – Franz Rulofson

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

<i>Burlison</i>	<i>Haggerty</i>	<i>Herrera-Thomas</i>	<i>Kramer</i>	<i>Rhodes</i>	<i>Rulofson</i>	<i>Sokolow</i>
Y	Y	Y	Y	-	Y	Y

Discussion:

5. Discussion

5.1 Dual Enrollment Annual Approval Form – Marla Gleave

Marla Gleave: Last year the Curriculum Committee approved a site-specific form for certifying Dual enrollment. As we've been teaching in the high schools, feedback from liaisons has led us to do an annual review and renewal of approval at each site, with the syllabus revised each spring for the following year. After that happens, the annual renewal form will come to the Curriculum Committee.

Franz Rulofson asked about timing--what happens if all the review and paperwork can't happen in time to get this form through the committee in the spring? Can the form come to the committee in the fall? Marla says it's important to get that all taken of in the spring for the following academic year, so that the high schools can schedule courses.

George Potamianos asked Angelina Hill: Are most of our new students every year coming from the local high schools? Yes.

George Potamianos: If we're teaching our curriculum on the high school campuses, taught by high school instructors (who have been Min Qual-ed). How is that not cannibalizing ourselves? Angelina Hill: We get a lot of students from the local high schools, but not all the high school students come here.

George Potamianos: Is there an eventual scenario where a high school student could complete 60 units of CR college credit without ever setting foot on campus? Marla Gleave: No, because the students are limited in the number of dual enrollment courses they can take per year, in order to for the school to continue receiving state funding for that student.

George Potamianos shared his concerns, illustrated by this scenario: If most of the students coming in have taken US History for credit at their high school, how does that not effect the amount of faculty we need to teach sections of that course on campus? If most of the new students took it before they got here, there's no demand for the course on campus. There are about 200 students taking US History for CR credit in the high school right now. What do we do in two years when those students hit our campus and we have to hire less Assoc. Faculty and cancel sections because there are no students to take them?

Marla Gleave: Getting back to the form--would like to get this approved at the next CC meeting, so liaisons can submit these to the last CC meeting of the year. The timing is tricky, as the form wouldn't be approved by the Senate until May 5, which is also the deadline to submit for the May 12 meeting.

George Potamianos asked for process clarification from Parliamentarian Gary Sokolow, who confirmed that Brown Act allows for the committee to move a discussion item to the table in the event of exigent circumstances, which this timing problem appears to be.

Michelle Haggerty [M], Jennifer Burlison [2nd] **to move this item from discussion to action, in light of the exigent circumstances in timing.** Following discussion, the motion to approve was passed by the following roll call vote:

<i>Burlison</i>	<i>Haggerty</i>	<i>Herrera-Thomas</i>	<i>Kramer</i>	<i>Rhodes</i>	<i>Rulofson</i>	<i>Sokolow</i>
Y	Y	Y	Y	-	Y	Y

Discussion:

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

<i>Burlison</i>	<i>Haggerty</i>	<i>Herrera-Thomas</i>	<i>Kramer</i>	<i>Rhodes</i>	<i>Rulofson</i>	<i>Sokolow</i>
Y	Y	Y	Y	-	Y	Y

Discussion:

6. Announcements and Open Forum

Jennifer Burlison pointed out that there isn't a place on the COR form to select IGETC Area 5C (Lab Science Requirement). Courtney Loder will correct that and update the template available online.

7. Adjournment: On motion by Franz Rulofson , seconded by Michelle Haggerty, the meeting was adjourned at 2:57 p.m.