Meeting Minutes from March 13, 2014

Curriculum Committee

Present: Becky Brown, Paul Cheney, John Erdmann, Caitlin Escobar, Luna Finlayson, Tom Hudgens, Dave King, Karen Koenig, Sara McKinnon, Jessica Park, Nadia Sanko

Resource: Kim O’Gara

Guest: Kathleen Smyth

Topics Discussed:

1. Sara McKinnon and Jessica Park motioned to approve the minutes from the February 27th meeting. The minutes were approved. All members present voted to approve the minutes except for John Erdmann and Caitlin Escobar, who were absent at the previous meeting.

2. Sara McKinnon reported on the Academic Senate’s meeting. The senate discussed the Board of Trustee’s passage of recent prerequisite recency requirements through the board as well as the upcoming vote on auditing. It also discussed the Board of Trustee’s process for replacing James Namnath. Gina Cullen presented the new online orientation and the Senate also discussed its own upcoming election.

3. Kim O’Gara reported that UDWC did not approve GEOG 102 and 109 because of class maximum discrepancies.

4. Dave King updated the committee about the upcoming regional curriculum meeting on Saturday, March 15th that he and Rebecca Beal will be attending. He also reported on the preliminary document of the Fall 2014 revision cycle he distributed at the Department Chairs meeting. The committee also made suggestions about structuring the new Curriculum Committee website.

5. Kathleen Smyth introduced her role as Distance Education Coordinator and described the status of DE at CoM. She described recent research about success rates and class enrollment limits for DE courses, including College of Marin’s own enrollment limits. The committee discussed the importance of enrollment management and orienting students to the demands of distance education courses. The committee also discussed AP 4105 (Distance Education) and Title 5 language about DE. Several actions were resolved: 1) the Curriculum Committee will help foster communication between faculty and the DE Coordinator about new DE courses, 2) Kathleen will review the current DE component of the COR form and make recommendations, 3) Dave will include information about DE curriculum on the Curriculum Committee website, and 4) both will work together to track the number of DE courses offered on campuses for ACCJC reporting purposes.

Outlines Approved
ART 191, 194, 196
AUTO 250A
BIOL 169B, 112B, 112A, 110L
GEOL 127A
SPAN 128A

Outlines Deleted
DENT 174L, 176L, 180L, 182L, 183L, 184L, 186L, 190L, 192AL