Meeting Minutes from April 9, 2015

Curriculum Committee

Voting Members: Rebecca Beal, Becky Brown, Paul Cheney, Lisa D’Agostino, Caitlin Escobar, Luna Finlayson, Sarah Frye, Karen Koenig, Bob McCoy, Lisa Morse, Jessica Park, A Joe Ritchie

Nonvoting Members: Kim O’Gara, Cari Torres

Guests: No.

Chair: Dave King

Topics Discussed:

1. Luna Finlayson and Sarah Frye motioned to approve the minutes from March 26th. The minutes were approved with a minor revision to the list of attendees by all voting members except Bob McCoy and Lisa Morse, who abstained.

2. Curriculum FLEX workshops were added to the agenda by request and consent of committee members.

3. Becky Brown reported on the Academic Senate meeting. The Senate reviewed language to its election materials and discussed a statewide initiative on free, open-access textbooks as well as the recent changes to the academic calendar. Please see the Academic Senate minutes for April 9th for more information.

4. Kim O’Gara reported that all courses were approved by UDWC.

5. Dave King updated the committee on the following points:
   a. The next Curriculum Committee meeting will be held on Thursday, April 23rd.
   b. The April C-ID Newsletter has information about 5-year reviews happening soon in several disciplines. Dave has distributed this newsletter by email.
   c. The “Curriculum Committee Chairperson Duties” and “Curriculum Committee Election Procedures” documents have been revised to include the committee’s suggestions. The committee reviewed the new versions. Dave will put them on the agenda for a vote at the next meeting.
   d. Luna Finlayson, Sarah Frye, Lisa Morse, and Cari Torres will be attending the 2015 Curriculum Institute this summer. They should register as soon as possible to reserve space.
   e. September 1st is the deadline for all curriculum for Fall 2016 effective dates (including revisions, additions, deactivations, and deletions of courses, certificates, and degrees). Exceptions will be made as necessary for courses being revised for C-ID requirements and other state mandates.
f. ESLN 53, 54, 56, and 60 made it through Curriculum Committee review with the wrong effective dates. Last fall, the committee consented to Spring 15 effective dates for these four courses so the department could pilot a program in which noncredit and credit versions were taught simultaneously this spring and summer. These courses are currently being taught or are scheduled for summer session. So far, the results have been very successful. The committee consented to take action to fix the clerical error in advance of the next Board of Trustees Report. Cari Torres offered to change the effective dates.

6. Committee members discussed offering FLEX workshops this spring and fall to assist faculty working on developing and revising curriculum for Fall 2016 implementation. Dave King will work to schedule a drop-in workshop on a Friday in late April or early May. Committee members organizing the event and attendees would receive FLEX credit and have the opportunity to work on curriculum with expert advice. Dave King and A Joe Ritchie will submit a FLEX proposal for Fall 15 FLEX week. Becky Brown also offered to be a liaison for faculty working on curriculum over the summer. The committee will continue discuss the workshops and summer liaisons at the next meeting.