

CURRICULUM COMMITTEE MINUTES

November 14, 2019, 3:18-4:30 pm, Council Conference Room

Members Present: Lynnette Hoerner (chair, FT faculty – AST, voting), Katherine Sykes (secretary, Veteran Services rep, nonvoting), Ellie Camann (FT faculty – GEY, voting), Barbra Sobhani (Honors Program director, nonvoting), Jeremy Cox (CTE faculty –FIW, voting), Kate Haddon (nonvoting), Martha Rivero (FT faculty – DMS, voting), Keith Swain (FT faculty – PSY, voting)

Have 7 voting members, so we need at least 4 (3.5 is half) for a quorum.

Members Absent: Candace Garrod (FT faculty – CSC, voting), Janiece Knepp-Walter (FT faculty – ECE/EDU, voting), TuongVi Nguyen (Advising rep, nonvoting), Jesse Turay (Degree Check, nonvoting)

Visitors:

Administrative: This is the last meeting until **January 23, 2020**.

Looking over the Formstack Structure before Lynnette and Katherine meet with Marketing tomorrow to set up a Formstack for cover sheet and course submissions. We suggest a link to the CIP codes next to the CIP code question.

SFCC would like the course to go to the discipline first, so add file upload options for:

“Please attach an email chain showing that this has gone to your discipline.” And add an automation to send the submission to their dean (ask for the dean’s email from the person filling out the form).

Archive question: would they be archiving from CCNS or to remove from RRCC catalog?

Update/check on FIW 160 Workbench Construction. Past minutes had the incorrect course numbers (FIW 101, instead of FIW 160). Katherine updated this in the minutes from September 12, 2019.

Denise will need a new number for FIW 101 to change the number of credits from 6 to 4. Variable credit classes should only apply to internship-type classes.

CURRICULUM REVIEW: Special Topics Classes

ECE275 Intro to relationship-based mentoring in education

- a) Co-req with ECE276
- b) Approved by members present.

ECE276 Intro to relationship-based mentoring techniques

- a) Co-req with ECE275
- b) Approved by members present.

ECE277 Advanced relationship-based mentoring and techniques

- a) New special topics course
- b) Approved by members present.

MEETING ADJOURNED.