

CURRICULUM COMMITTEE MINUTES

April 12, 2018, 3:00-4:00 pm, Council Conference Room

Members Present: Lynnette Hoerner (chair, FT faculty – AST), Katherine Sykes (secretary, Advising rep, nonvoting), Kristin Aslan (adjunct - BUS), Kelly Circle (dean, nonvoting), Kate Haddon (nonvoting), Janiece Knepp-Walter (FT faculty – ECE/EDU)

Members Absent: Ellie Camann (FT faculty – GEY), Jeremy Cox (CTE faculty – FIW), Michael Fulks (FT faculty – MGD), Erica Iverson (PA program)

Visitors: n/a

Administrative:

AAA 101 class

This is the first-year experience class. It's in CCNS (the Common Course Numbering System). This will be run through Student Success. What are the faculty qualifications for this and what do we want to accomplish with this course? Linda would like faculty input for this course.

AAA 101 is not an approved elective for any of the DWDs. This has been sent to the system Vice President. Lynnette will also bring this up at SFCC tomorrow or at least get it on the agenda for their May meeting. Will this be required? If so, for whom and which programs? Who pays for it? What are the faculty qualifications for teaching this class?

This is for first-time, full-time students right now. Feedback should be sought by library services (especially Julia, if possible), Advising, Financial Aid, Behavioral Intervention Team, Behavioral Health, Career Services, faculty, Tutoring, maybe over D2L over the summer.

Learning to use D2L, learning to use turnitin.com's plagiarism checker, how to set up and use student email.

ILT/RRCC Curriculum Committee processes

We need 3 processes:

1. New and revised courses for CCNS
2. How to teach a CCNS course that has never been taught at RRCC
3. How to start a new program
 - a. See also: https://ctep.ccs.edu/energizer/progappr/checklist_np.jsp
 - b. How do we want to tailor this to RRCC?

Especially with the HLC visit coming up, we will need one more meeting for this school year after graduation, in late May on a Thursday from 1 pm to 3 pm. We need to finalize these procedures:

- Lynnette: split current procedure into two (new class and revised class)
- Kate, Kristin, and Janiece: procedure for how to create a new program
- New articulation agreement between RRCC and other institutions

Seeking New Members

We are also recruiting more members to this task-based committee. We would love to see another adjunct member, more faculty members, and at least another dean.

CURRICULUM REVIEW

(This was omitted because there weren't enough voting members present.)

MEETING ADJOURNED.