## State Faculty Curriculum Committee (SFCC) Meeting Agenda

### Friday, October 11, 2019

### 9:00 A.M., Lowry Campus, President’s Conference Room, 2nd Floor

**WebEX/TelePresence log-in information on last page!**

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| Details | Attendance |  |  |  |
|  |  |  |  |  |
|  | Present | Aims Community College | Academic | Daniel Alvarez |
|  | Present | Aims Community College | CTE | Jim Crandall |
|  | Absent | Arapahoe Community College | Academic | Juliet Hubbell |
|  | Present | Arapahoe Community College | CTE | Nancy Finnegan |
|  | Absent | CCCOnline | CTE | Christopher Luchs |
|  | Present | Colorado Mountain College | Academic | Christine Smith |
| Remote | Present | Colorado Mountain College | CTE | Amy Connerton |
| Remote | Present | Colorado Northwestern CC | Academic | Kathryn Deitz |
| Remote | Present | Colorado Northwestern CC | CTE | Richard Nichols |
|  | Present | Community College of Aurora | Academic | Jennifer Harrell |
|  | Present | Community College of Aurora | CTE | Beth Lattone |
|  | Present | Community College of Denver | Academic | Tammi Spicer-Dormuth |
|  | Present | Community College of Denver | CTE | Lorraine “Lori” Yost |
|  | Absent | Emily Griffith Technical College | CTE | Laura Blom |
|  | Absent | Emily Griffith Technical College | CTE | Tim McMahon |
|  | Absent | Front Range Community College | Academic | Kathy Mennen |
|  | Present | Front Range Community College | CTE | Abel Coombs |
|  | Absent | Lamar Community College | Academic | Becky Young |
|  | Present | Lamar Community College | CTE | Arosha Loku Umagiliyage |
| Remote | Present | Morgan Community College | Academic | Carol Kuper |
|  | Present | Morgan Community College | CTE | Jim DeLung |
|  | Present | Northeastern Junior College | Academic | Clint Rothell |
|  | Present | Northeastern Junior College – chair | CTE | Mike Anderson |
|  | Absent | Otero Junior College | Academic | Kimi Kelley |
| Remote | Present | Otero Junior College | CTE | Becky Sporrer |
|  | Absent | Pickens Technical College | CTE | Kim Adibuah |
|  | Absent | Pickens Technical College | CTE | Sam Hoffmann |
|  | Present | Pikes Peak Community College | Academic | Warren Munick |
|  | Present | Pikes Peak Community College | CTE | Michele Koster |
| Remote | Present | Pueblo Community College | Academic | Michael Payne |
|  | Absent | Pueblo Community College | CTE | Tim Gama |
|  | Present | Red Rocks Community College | Academic | Lynnette Hoerner |
|  | Present | Red Rocks Community College | CTE | Janiece Kneppe |
| Remote | Present | Trinidad State Junior College | Academic | Jean Alger |
|  | Absent | Trinidad State Junior College | CTE | Desi Maxwell |
|  | Absent | Lamar Community College | Vice President of | Lisa Schlotterhausen |
|  |  | Instruction Liaison |
|  | Absent | Colorado Community College System | Director of Academic Programs and Curriculum | Danen Jobe |
|  | Present | Colorado Community College System | CTE Representative | Jennifer Jasinowski |
|  | Present | Colorado Community College System | Curriculum Catalog | Denise Mosher |
|  |  | and Scheduling Coordinator |
|  | Present | Colorado Community College System | Academic and Student Affairs Program Assistant | Mandi Myers |

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| **Time** | **Topic** | **Discussion & Documents** | **Notes/Action/Responsible Party** |
| 8:30 – 9:00 AM | **Breakfast is Served** |  |  |
| 9:00 – 9:10 AM  *(meeting will start promptly at 9:00)* | **Welcome, Introductions and Overview of the Day** | Mike Anderson  Beth Lattone |  |
| 9:10 – 9:30 AM | * **2:2 Feedback** | Mike Anderson  Beth Lattone | Jennifer J – Concerns shared by faculty about contact hours/schedule types decisions.  Beth L – Concerns shared by disciplines that are only represented by one or two faculty.  Denise M shared there was interest in having a spring conference about teaching excellence (approximately 50% of survey respondents indicated interest).  There was general discussion about prerequisites, logistics, and the needs of specific discipline groups.  As a result of the prerequisite discussion, we jumped ahead to the SP 9-71 agenda item.  Towards the end of discussion about the SP 9-71 agenda item, Clint R mentioned two topics related to 2:2. Clint summarized questions that were raised about topical outlines (For example, how they are documented in a syllabus), as well as the 80-20 discipline overlap guideline. Take-away: Perhaps specific groups, such as curriculum committees, should make a point of annually emphasizing the 80-20 guideline? |
| 9:30 – 9:35 AM | **Update: State Discipline Chair Training at Lowry**   * **Agenda Review** *(Friday, October 18, 2019)* | Mike Anderson  Beth Lattone | Mike A confirmed major focus: going step-by-step through the curriculum process. |
| 9:35 – 10:00 AM | **Discussion & Vote – Course Approval Workflow** | Denise Mosher | During bulletin board review, Michele K and Warren M mentioned including SFCC members in the workflow.  At the end of our meeting, Denise M asked for feedback and asked specifically where SFCC members should be included in the workflow. The response from Warren M was during the process of writing the first draft (before it even goes to the discipline). Denise M said she will add this step to the flowchart and follow-up with others for feedback.  We also discussed the possibility of requiring the submitter or the discipline chair to be available to answer questions during a specific time on the day of the SFCC meeting.  Clint R said he would like to see it stated somewhere that SFCC reps should be a member of their college’s curriculum committee, or at least attending those meetings.  Tammi S-D mentioned adding a link to the SFCC rep list on the flowchart. |
| 10:00 – 10:30 AM | **SP 9-71 dialog**   * **Implementation** * **Course cut scores & pre-requisites** * **Contact hours/Schedule Types** | Denise Mosher | A theme from this discussion, as well as previous discussions – Colleges with multiple sections of the same class should make sure each section mirrors the others in terms of pre-reqs.  Denise M is going to share the document from CDHE, as well as draft documents from the committee. Finalized documents will eventually be provided by the committee.  Mike A explained that VPs were responsible for ACA compliance.  Denise M mentioned potential homework for all of us – start a list of courses which need to be updated. For example – any courses which mention pre-reqs or co-reqs in the course description.  Lynette H explained how required syllabus content was moved out of SP 9-71. She asked where does it exist now? |
| 10:30 – 10:40 AM | **Update: GE Council Report** | Carol Kuper | Carol K reported GE Council updates – OER grant discussion (deadline for next round of applications is Nov 1), CSC will not need to meet due to their progress.  Abel C provided an update on the BUS DWD progress. Confirmed ENG 121/122 are remaining.  Janiece K confirmed Elem Ed is meeting this fall about DWD. She explained their current set-up for the 19 credit hours linked to specific transfer programs. |
| 10:05 – 10:30 AM | **Business Meeting**   * Approval of the August 2019 Minutes | Mike Anderson |  |
| 10:30– 11:00 AM | **October Bulletin Board Review –** *[See SharePoint}* | All |  |
| 11:00 - 12:00 PM | **HIS Courses** | All | Chris joined us in-person, Glenn joined us remotely.  We reviewed and voted on HIS courses from 11:00 AM to 12:30 PM. HIS 101, 102, 111, 112, and 265 were approved before we used individual assignments to address the remaining HIS courses.  HIS 260 will be addressed next month. |
| 12:00 – 12:15 PM | **WST Prefix Title Change** | All | Gillian and Catlyn joined us remotely.  Name change was officially approved. Effective Summer 2020.  Prefix stays the same, title changes. |
| 12:15 | **Lunch** | All |  |
| Continued until done. | **Bulletin Board Review, continued** | All | Meeting adjourned at 4:35. |

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