## State Faculty Curriculum Committee (SFCC) Meeting Agenda

### Friday, November 8, 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 |
|  | Present | Arapahoe Community College | Academic | Juliet Hubbell |
|  | Present | Arapahoe Community College | CTE | Nancy Finnegan |
| Remote | Present | CCCOnline | CTE | Christopher Luchs |
|  | Present | Colorado Mountain College | Academic | Christine Smith |
|  | Absent | Colorado Mountain College | CTE | Amy Connerton |
|  | Absent | Colorado Northwestern CC | Academic | Kathryn Deitz |
|  | Absent | 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 |
|  | Present | Emily Griffith Technical College | CTE | Laura Blom |
|  | Absent | Emily Griffith Technical College | CTE | Tim McMahon |
|  | Present | Front Range Community College | Academic | Kathy Mennen |
|  | Present | Front Range Community College | CTE | Abel Coombs |
| Remote | Present | Lamar Community College | Academic | Becky Young |
|  | Present | Lamar Community College | CTE | Arosha Loku Umagiliyage |
|  | 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 |
| Remote | Present | Otero Junior College | Academic | Kimi Kelley |
|  | Present | Otero Junior College | CTE | Becky Sporrer |
|  | Absent | Pickens Technical College | CTE | Kim Adibuah |
| Left early | Present | 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 |
|  | Absent | Red Rocks Community College | CTE | Janiece Kneppe |
| Remote | Present | Trinidad State Junior College | Academic | Jean Alger |
| Remote | Present | Trinidad State Junior College | CTE | Desi Maxwell |
| Remote | Present | Lamar Community College | Vice President of | Lisa Schlotterhausen |
|  |  | Instruction Liaison |
| Left early, then returned | Present | Colorado Community College System | Director of Academic Programs and Curriculum | Danen Jobe |
| Left early | 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** | **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 | * **2:4 Recap** | Danen Jobe | Discussion about CHE DWD and reverse transfer.  Engineering DWD recap – focus on mechanical due to the high percentage of students who pursue that degree in Colorado.  Carol K, Landon P, and Mike A discussed related state legislation.  Abel C provided an update on the BUS discussion. MAT requirements were a point of differing opinions. Increased options with MAN & MAR courses. |
| 9:30 – 9:45 AM | * **gtPathway Nominations Process** | Danen Jobe | Danen J shared concerns expressed by 4-year reps. Jennifer H expressed concerns about inconsistent stakeholder input from 4-year reps. Discussion ensued about ENG 131 as an example. Kathy M confirmed Ian M reached out to 4-years for input on ENG 131 and only one institution responded (DU). Carol K identified concerns about CDHE communicating differently with 4-year schools, as compared to their communication with 2-year schools.  Danen J summarized the theme of more documented sign-offs potentially being integrated into the process. Mike A confirmed Landon P and Danen J may serve as advocates for us in gaining clarification about who specifically represents 4-year schools in a potentially more efficient sign-off process. Danen J also emphasized the importance of annually updating a 4-year rep list, similar to how we annually update our discipline chair list. Carol K stated how sign-off responsibility needs to be through a faculty rep, not an administrative rep, because that has consistently been the approach with GE Council.  Landon P recommended inviting the VPs to our meeting when a presenter is sharing information about a potential GT course – this will minimize the burden on the presenter and improve communication between SFCC and VPs.  Mike A and Beth L volunteered to serve on a subcommittee. Danen J and Denise M will serve as facilitators between the faculty group and the VP group.  On a separate topic, Danen J is going to pick-up where we left off with the SFCC charter review process. Mike A, Abel C, Jennifer H, and Tammi S-D will serve on the committee. |
| 9:45 – 10:00 AM | * **Topical Outline & CCCOnline** | Mike Anderson | Chris L and Clint R may have follow-up communication related to this topic. |
| 10:00 – 10:45 AM | * **Edits & Outdated Course Information** * **Dev Ed Information in Descriptions** | Denise Mosher | Denise M requested clarification on our desired process for updating outdated course info, technical corrections, and typos. We voted to grant Denise M permission to make these changes without formal SFCC approval. |
| 10:45 – 11:00 AM | * **Style Guide and Course Approval Implementation** | Denise Mosher | Denise M confirmed the style guide has officially been approved and she requested clarification about her role as a potential gatekeeper. Mike A confirmed her role as a gatekeeper needs to be minimal to make her scope of work manageable. Discussion confirmed college curriculum committee’s need to continue to work on educating their stakeholders.  Becky Y suggested beginning with January 2019, we should send courses that don’t meet style guide requirements back with a simple comment they need to be meeting those style guide requirements.  Mike A referred to the course approval process form and emphasized the change in discipline approval sequencing. We need to remind submitters they now have to get discipline approval first. It was noted the Sharepoint course approval process doc is updated but we are waiting on the website doc to be updated.  After lunch, Mike A confirmed the course approval process has officially been approved. |
| 11:00 – 11:15 AM | **Update: GE Council Report** | Carol Kuper | The next 2:4 meeting is at PPCC on February 21st. |
| 11:15 – 11:20 AM | **Business Meeting**   * Approval of the October 2019 Minutes | Mike Anderson | October 2019 minutes were approved. |
| 11:20 – 11:25 AM | **December Bulletin Board Review –** *[will be sent under separate cover}* | All |  |
| 11:25 - 12:00 PM | **November Bulletin Board Review** | All |  |
| 12:00 PM | **Lunch** | All |  |
| Continued until done. | **Bulletin Board Review, continued** | All | Meeting adjourned at 4:15 |

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