

State Faculty Curriculum Committee (SFCC) Meeting Agenda
Friday, April 12, 2019
9:00 A.M., Lowry Campus, President's Conference Room, 2nd
Floor

WebEX/TelePresence log-in information on last page!

Christine Gaudinski-Aims

Jim Crandall-Aims

Juliet Hubbel-ACC (absent)

Doug Mugge-ACC

Chris Luchs-CC online (on phone)

Amy Connerton-CMC (absent)

Christie Smith CMC (absent)

Rin Dietz CNCC (phone)

Jennifer Harrell-CCA (9:40)

Beth Lattone-CCA

Tammi Spicer-Dormouth-CCD

Lori Yost-CCD

Laura Blom-EGT

Tim McMahon EGT (absent)

Matt Wilson-FRCC

Abel Combs-FRCC

Kathy Henderson-LCC (absent)

Becky Young-LCC

Carol Kuper-Morgan GT liaison

Jim DeLung Morgan

Clint Rothell-NJC

Mike Anderson-NJC

Kimi Kelley-OJC (phone)

Ronald Striegel-OJC (absent)

Kim Adibuah-Pickens

Sam Hoffmann-Pickens

Warren Munick-PPCC

Kris Gates-PPCC

Michael Payne-PCC (phone)

Tim Gama-PCC (phone)

Lynette Hoerner-RRCC

Janiece Knepe-RRCC

Melissa Kleinschmit-TSJC (phone) in Alamosa

Desi Maxwell-TSJC in Trinidad (phone) (absent)

Denise Mosher-CCCS

Gilian McKnight Tutein-FRCC, VPI liaison (phone)

Bill Gilmore-Program director CTE STEM, Arts, & IT (absent)

Jenn Jasinowski-CCCS CTE (absent)

Mike Macklin-CCCS associate vice-chancellor

Landon Pirius-Provost

Mandy Myers-supports the SFC



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Time	Topic	Discussion & Documents	Action/Responsible Party
8:30 – 9:00 AM	Breakfast is served		
9:00 – 9:15 AM <i>(meeting will start promptly at 9:00)</i>	Welcome and Overview of the Day <ul style="list-style-type: none">Introduce new members and get contact information	Mike Anderson Beth Lattone	
9:15 – 9:20 AM	Director for Academic Programs & Curriculum (Ian's Position) <ul style="list-style-type: none">Update	Mike Macklin	Committee finished up interviews last week, pending background and reference checks, there is an offer out there. They would officially start in June but are asking them to join our May 10 th meeting to meet SFCC. Kudus to Beth for her service on this committee and being the voice of SFCC.
9:20 – 9:30 AM	SP 9-71 Task Force <ul style="list-style-type: none">Update	Landon Pirius	9:22 Took the draft and submitted suggestions. Voted at the last SP 9-71 meeting and had support for the recommendations, the highlight was to not have common pre-reqs across the state, however individual colleges could require pre-reqs internally if they wanted, and how it relates to contact hours, have a minimum but not necessarily the same, have a waiver process for a student that is transferring across the state if their school did not have the same pre-reqs. Landon is presenting to Joe Garcia on April 22, would go into effect on Aug 8 th if the presidents all agree to it. Almost at resolution on this.
9:30 – 9:35 AM	<ul style="list-style-type: none">Program approval process taskforce SFCC faculty volunteer	Landon Pirius/Denise Mosher	9:10 Denise and Michael Shulman have been working on the processes side. They were looking for efficiencies and glitches to be able to streamline the processes. They want to look broader at these efficiencies because some things have become barriers to completing things in a timely manner. Want to make the process quicker and smoother. Looking for a faculty member to sit on this taskforce, due to start in May and hoping to have it done by end of the summer. Looking for someone that may have the



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			<p>perspective of the rural schools. Send email to Denise or Michael. Would a person have to be in a system school, answer, not necessarily. Once a course is on the proposed database, it can be used for up to a year prior to approval.</p> <p>9:27-Budget request for the new software, is two parts, one is a one-time request for the software itself and the ongoing amount for updates. The second part has been approved, but not the first yet. RFP will go forward and hopefully this will all be done by the end of the month. The approval process for a program takes a long time so they are hoping that the new software will speed up this process. 175K if the one-time fee and ongoing is 25K per year. How do we get the colleges access to this system and not just at the system office.</p> <p>Gillian is leaving SFCC, Rhonda is leaving GE council and Gillian is taking that spot on GE council. We will talk more about this in May. VP joining us is Lisa Slaughterhousen (?) from Lamar, and hopefully she will be at the May meeting.</p>
9:35 – 9:50 AM	GE Council Report <ul style="list-style-type: none">• Update	Carol Kuper	<p>9:15</p> <p>Fac to Fac is April 26th looking at reworking DwDs, engineering, computer science, dance, journalism, and public health. Invitations go through the VPIs and they should be forwarding those to the specific disciplines.</p> <p>Discussed the 10 year limit rule for transferring classes, History can but Computer Science can't go beyond that 10 year limit. Multi-cultural class is not allowed as a requirement for students transferring in, if 4 years want to use it, they need to put it in their upper level classes. The approval process for gt courses have been done and Chris got everyone on the same page on that process and GE council won't change those recommendations. COM went through, Western State also submitted a DAN course.</p>
9:50 – 10:15 AM	Style Guide Sample	Denise Mosher	<p>9:33</p> <p>Janiece presented style guide, if there are any suggestions, corrections, or additions, send them via the electronic version to Janiece and she will send them back out during the May meeting. The goal is to not create a 25 page document but to keep it short and succinct. It could be a living document on CCCS. As a group, we looked over the guide. Right now there are still three, Denise will be working on this summer.</p>



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			<p>If writing a course, start with the long title (65 characters, including spaces) and then figure out the short title if more than 30 characters, including spaces. No need to abbreviate if under 30 characters. No ampersands in titles.</p> <p>Course numbers-direct to the guideline on the website for what is variable credit, etc. Add a bullet for less than 100 or developmental courses. How do we calculate the 20% differences between courses? Should be spelled out in the SP 9-71. Do we argue to create a new course if the credit numbers are different but the CLOs are only one CLO different. Not every CLO is created equal. How do we direct the faculty and disciplines in what they put in the required versus recommended, recommended gives some flexibility. Cut and paste the statement from 9-71 into our style guide. (Denise will send the 9-71 proposal)</p> <p>The main discussion with the VPs was on the LLB and contact hours. Hope is the new form will have a button where when you list the schedule type it will auto-fill the contact hours. https://internal.cccs.edu/academic-affairs/common-course-numbering-system/ We need to add the 4 digit CIP codes for program attributes, we could put a link in. Updates come from the controller, form on CCNS is from 2017.</p> <p>Course descriptions-why do we have the first sentence as incomplete with the implied "This course" and then successive courses now have to be complete sentences and "This course" gets overused.</p> <p>Could we put in the guide that Bloom's is not the only verbs but as long as it is measurable. Needs to have a statement about the 300-400 level courses. We should see a lot of Define, Identify in 100 level courses versus higher level verbs.</p> <p>Is there a statement about levels of courses, such as MUS? Could be in the course description instead of the CLOs. If you have a #1, you have to have a #2, i.e. Basket weaving I and II. If groups have time after going over classes, relook at style guide.</p>
10:15 – 10:25 AM	Business Meeting <ul style="list-style-type: none">Approval of the March 8th minutes	Mike Anderson	10:16 Approved.
10:25 – 10:40 AM	Quick review and Make Assignments for May 2019	Mike Anderson	10:17



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	Bulletin Board – <i>[copy will be sent out separately]</i>		Have a list of classes on BB for May, hopefully will be back on schedule soon. Mike will send out assignments at end of the meeting.
10:40 AM – 12:00 PM	April Bulletin Board Review – <i>[see attached:]</i>	All	10:19 Tammi brought forth the concern that the PSY discipline had not seen the IHP classes, specifically IHP 109 and the BIO discipline has also not seen IHP 114. Will take up IHP at 1:45 when Jo calls in.
12:00 PM	Lunch	All	
Continued until done.	Bulletin Board Review, continued	All	Cooper from CMC on phone 101 and 118 with minor changes, all others sent back. Jo and Ellen on phone for IHP Sophie HWE Brittani-MAT 020 Kate for HUM 122 David UAS 140 Wayne Artis HIS was present to speak to courses, all were sent back for edits. Adjourned 5:10 pm

WebEx:

SFCC 4-12-2019

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