COLORADO
COMMUNITY COLLEGE SYSTEM

State Faculty Curriculum Committee (SFCC) Meeting Agenda
Friday, May 10, 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 (absent)
Chris Luchs-CC online (on phone)
Amy Connerton-CMC
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 (phone)
Jim DeLung Morgan
Clint Rothell-NJC
Mike Anderson-NJC

Kimi Kelley-OJC (phone)
Ronald Striegal-OJC (absent)
Kim Adibuah-Pickens (absent)
Sam Hoffmann-Pickens
Warren Munick-PPCC
Kris Gates-PPCC
Michael Payne-PCC (phone)
Tim Gama-PCC (absent)
Lynette Hoerner-RRCC
Janiece Kneppe-RRCC
Melissa Kleinschmit-TSJC (phone) in Alamosa
Desi Maxwell-TSJC in Trinidad (phone) (had to leave for commencement and came back)
Denise Mosher-CCCS
Gilian McKnight Tutein-FRCC, VPI liaison
Jenn Jasinowski-CCCS CTE
Mike Macklin-CCCS associate vice-chancellor
Landon Pirius-Provost

Lisa Schlotterhausen-VP from Lamar, replacing Gilian

Time	Topic	Discussion & Documents	Action/Responsible Party
8:30 – 9:00 AM	**Breakfast is served**		

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9:00 – 9:15 AM *(meeting will start promptly at 9:00)*	**Welcome and Overview of the Day** • Appreciation acknowledgement for those that completed their service to SFCC.	Mike Anderson Beth Lattone	Christine served 8 years-will be focusing on her discipline this next year. Introduction of Lisa, who is taking over from Gillian. Doug is retiring, he's hoping to say goodbye at 2:2. Matt is also stepping down from SFCC, Able is staying on. Melissa from Trinidad is moving to University of Dubuque. Landon has been touring the schools to see why individual schools need flexibility for contact hours and pre-reqs.
9:15 – 9:25 AM	**Date and Agenda for State Discipline Chair Training at Lowry**	Mike Anderson	9:18 Discussion about the 2:2 tentative agenda and focus of the day. Mike will have a few minutes during the day and hopes to recognize the retiring individuals of SFCC. Suggestion was to do chair training after 2:2 this year. August meeting is third week of the month, Aug 16th. Regular meeting on 9/13, 2:2 is the 27th. Next SFCC is 10/11. **10/25** is suggested date for chair training. Denise will check into facility availability. Need to spend some time talking about the focus of SFCC, some clarity on the review process, style guide should be done. There has been a disconnect about where courses are in the process and who needs to know what is going on. Communication from Denise goes to the deans who are then the ones to disseminate to the appropriate discipline. During training, should also cover how the college curriculum committee works at individual schools. Any updates that come out of the working group should enable us to have a rough draft completed and rolled out either Aug or Sept.
9:25 – 9:35 AM	**GE Council Report** • Update	Carol Kuper	9:26 on phone Not too much to report, meeting next Monday. Attended the Fac:Fac meeting and they made progress with Engineering. Also made headway on Computers. Other than that nothing major. Carol is willing to serve as GE rep next year.
9:35 – 9:40 AM	**SFCC Summer Projects – *Call for Volunteers*** • Charter development • Handbook/procedure development • Software procurement	Denise Mosher	With some of the perceived changes to be coming down, particularly with SP 9-71, the charge will be that every pre-req will be looked at for its value and if it is a barrier for students then there will be an argument of wanting to keep it. Looking for volunteers for working on the SFCC charter, handbook and procedures, and with the new director coming on, the new software procurement will be top issue. (we have approval for

			maintenance fee but not actually getting the software yet.) Presidents discussed SP 9-71 this week. Beth and Mike will work with Denise this summer to get that set up. If there are classes today that needed minor revisions, could we send them out to the small groups over summer to see if we could get them cleaned up before the August meeting instead of trying to have a June meeting this year like we did last year. Request for a pre-req, RAQ, from Emily Griffith, but it was too late to get on this month's BB. Without approval of the pre-req, they can't offer the classes. RAQ for tectonics apprenticeship, suspended 30 BB sitting to be able to discuss the prefix to see about getting movement on the program. RAQ prefix was approved so that those courses can get loaded for Aug BB.
9:40 – 10:00 AM	**Style Guide Update –** *[see attached}*	Janiece Kneppe Walter/Denise Mosher	9:42 Clint gave some edits, also needs to have the language once SP9-71 gets approved. It is a living document but Janiece feels that what we have is ready to be sent out to local curriculum committees. Mike would like to add a Bloom's chart on the last page (list style) The only one thing Denise would like to see is what is the boilerplate language for the 175s etc. Beth and Mike will work with Denise to get boilerplate language consistent. (clinicals, internships, special topics) Denise was not able to find consistent boilerplate language, 2013 seems to be when it disappeared. Warren suggested the flowchart also gets added as a helpful guide to show the process of where a course is in the flow. Page 6, / should not be used in course descriptions, and be used when it is and/or but cannot be used in place of or. Discussion about ampersand, can be used in short title but should not be used elsewhere. Another discussion was the need to have complete sentences in the course description, committee will look at being able to offer more examples of what to use instead of "this course" so it doesn't have to be repetitive. Style guide will be on the agenda for August for voting approval. Today as we see any course descriptions that look really good we need to flag as examples for what we want.

10:00 – 10:10 AM	**State Discipline Chair - ETH** • What determines if a discipline has their own chair or if they fall under another discipline?	Denise Mosher	9:57 Can a person declare themselves a discipline chair of their own discipline? The question was brought up by Ethnics, which is under HIS. Our problem is not too many discipline chairs, it is when there is disfunction within the discipline itself. HIS would prefer that they have their own chair. We are not aware of any reason this would cause a problem. MET has also had that problem and it was due to lack of full-time faculty. Denise will poll the whole discipline to see if there are nominations.
10:10 – 10:20 AM	**Business Meeting** • Approval of the April 12th minutes	Mike Anderson	10:03, addition of Amy Connerton was present.
10:20 – 10:30 AM	**Review of BB process for August 2019 Bulletin Board** – *[copy will be sent out separately]*	Mike Anderson	
10:30 AM – 12:00 PM	**May Bulletin Board Review –** *[see attached}* • Breakout groups	All	Warren brought up that PPCC curriculum committee said they had not seen the DPM courses and were calling for them to be hold. Mike pointed out that this has been in discussion since last 2:2 due to changes in the industry. No objections to an email would indicate approval. Denise had not received any feedback from anyone on this discipline. Rin from CNCC said her people are just frustrated and want to know what to put in their syllabi. Denise said those to particular courses have passed onto VPIs. VP should be able to tell them the status of their classes for the fall, specific to the two courses they want to un-archive. Auto program is in line with the courses being discussed. Diesel is the one that is a little different, doing it different from others in the state. Hopefully by August things will all be approved. Webex training would allow us to break people into groups. Broke into groups at 10:22 until lunch.
12:00 PM	**Lunch**	All	Lunch 12-12:30
12:42	**Restart to meeting**	All	Board introductions to Lisa.

			Feedback on history 101 template, 1. We don't like Cull, possibly use Extrapolate. The majority of people on the committee thinks that cull means to eliminate, it's not Bloom's, Gather or Select is synonyms for Cull. Select was the favorite of the committee. 2. take out the hyphen on de-construct #7 the difference between Use and Utilize (Use is intended purpose while Utilize is augmenting the intended purpose) consensus is it should be Use. CON 142, retrieve from archival and put on the BB for August. Diana Montoya on phone to discuss STE, classes sent back to be dealt with the discipline at 2:2 Sophie on phone for HWE, all had been approved Cooper for OUT
1:00 – 1:15 PM	**Director for Academic Programs & Curriculum** • Introduction - Victor Vialpando-Nunez	Landon Pirius	3:12 Met with math faculty at RRCC today. Had a very competitive pool. Victor comes from ACC. He starts on June 3rd. He will be at the August meeting. His role is to be present here. Landon will still attend the morning portions of the meeting but Victor will be here in the afternoon. Once SP 9-71 was done was to work on a SFCC charter. What exactly do we need to bring to 2:2? Won't be fixed by 2:2 but will be making progress in regards to pre-reqs.
1:15 – 1:30 PM	**SP 9-71 Task Force** • Update	Landon Pirius	Had a meeting with presidents on Tues, last official step, still some legal stuff to finish. Some presidents did not ok everything but were over-ruled, they were just looking at the CCCS system. One president wrote in about the appeal process, each college would set up a process for appeals. Why does the student have to appeal anything? What would we do differently than what we have already been doing? If it was so important, why hasn't it been dealt with. Landon feels that what we have put in place will put us further than what is already in place. Legal has to run through a legal posting period for two weeks and then it will be official. Don't have to have consistency in pre-reqs but have to make sure the pre-reqs being used are being put on for student success. Ultimately approved by consensus.

1:30 – 1:45 PM	**2:2 SFCC Action Requests:** • Charge - as related to SP 9-71 • Multiple discipline meetings • Clarifications from discipline	Landon Pirius/Mike Anderson	Landon is concerned about pre-req work waiting until August, wants to have a conversation with volunteers from SFCC about what data we bring to 2:2 and do pre-work on the charge. Tammi volunteered, Jennifer might depending on dean approval. Landon won't just invent a charter and throw it on the committee in Aug. Hopefully the RFP will be put together, board votes in second week in June on the funding request for the new data system. Could be same people but doesn't have to be. Denise will collect names. Landon will work on pre-reqs himself. Lynette said she would be interested in. Victor will work on the charge and the new system, Landon will assist but these are Victor's job.
1:45 – 2:00 OM	**2:2 Data** • Electronic data from last year • Pre-requisite data – discipline review??	Mike Anderson	
2:00 – 4:00 PM	**Visitors/Submitter Call-in time**	All	Vicki Bond for HPR Michele Koster and Dave Frankmore here for MTE and CON classes.
Continued until done.	**Bulletin Board Review, continued**	All	Ran out of quorum at 3:30 (multiple people had to leave due to commencement) Denise will gather the notes and send out for an email vote this next week, all of those classes had been reviewed within committee but we ran out of time for formal vote.

WebEx:
SFCC 5-10-2019

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