## State Faculty Curriculum Committee (SFCC) Meeting Agenda

### Friday, March 13, 2020

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

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

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| **Attendance** | **College** |  | **Representative** |
| Absent | Aims Community College |  | Daniel Alvarez |
| Present | Aims Community College |  | Jim Crandall |
| Absent | Arapahoe Community College | | Juliet Beckman |
| Present | Arapahoe Community College | | Nancy Finnegan |
| Present | CCCOnline |  | Christopher Luchs |
| Present | CCCOnline |  | Kai Savi |
| Absent | Colorado Mountain College | | Christine Smith |
| Absent | Colorado Mountain College | | Amy Connerton |
| Present | Colorado Northwestern CC | | Kathryn Deitz |
| Present | Colorado Northwestern CC | | Richard Nichols |
| Present | Community College of Aurora | | Jennifer Harrell |
| Present | Community College of Aurora | | Beth Lattone |
| Present | Community College of Denver | | Tammi Spicer-Dormuth |
| Present | Community College of Denver | | Lorraine “Lori” Yost |
| Present | Emily Griffith Technical College | | Laura Blom |
| Absent | Emily Griffith Technical College | | Tim McMahon |
| Present | Front Range Community College | | Kathy Mennen |
| Present | Front Range Community College | | Abel Coombs |
| Present | Lamar Community College | | Becky Young |
| Present | Lamar Community College | | Arosha Loku Umagiliyage |
| Absent | Morgan Community College | | Carol Kuper |
| Present | Morgan Community College | | Jim DeLung |
| Present | Northeastern Junior College | | Clint Rothell |
| Present | Northeastern Junior College – chair | | Mike Anderson |
| Present | Otero Junior College |  | Kimi Kelley |
| Absent | Otero Junior College |  | Becky Sporrer |
| Absent | Pickens Technical College |  | Kim Adibuah |
| Present | Pickens Technical College |  | Sam Hoffmann |
| Present | Pikes Peak Community College | | Warren Munick |
| Present | Pikes Peak Community College | | Michele Koster |
| Present | Pueblo Community College | | Tony Mitchell (attending for Michael P) |
| Absent | Pueblo Community College | | Tim Gama |
| Absent | Red Rocks Community College | | Lynnette Hoerner |
| Present | Red Rocks Community College | | Janiece Kneppe |
| Present | Trinidad State Junior College | | Jean Alger |
| Present | Trinidad State Junior College | | Desi Maxwell |
| Present | Lamar Community College | | Lisa Schlotterhausen |
|  |  |  |  |
| Present | Colorado Community College System | | Danen Jobe |
| Present | Colorado Community College System | | Jennifer Jasinowski |
| Present | Colorado Community College System | | Denise Mosher |
|  |  |  |  |
|  | Colorado Community College System | | 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 – 9:40 AM | * **CIP & Program Realignment Project** | Mike Anderson & Michael Schulman | Michael Schulman summarized the general CIP tracking and code updates, explaining how many programs were not categorized correctly. Michael S described how a crosswalk was built and then both Mike Anderson and Mike W did aligning and correction work. Michael S used Ag Business as an example of a program which required significant updates. Details were provided about how report data will be more accurate as a result of these updates.  Landon P explained the work that will be done prior to 2:2 so that appropriate updates may be provided for all of the academic disciplines.  Lori Y asked about some potential aligning work that may take place within her academic discipline. Landon P and Jennifer J confirmed the academic discipline will need to agree on potential changes. Landon and Jennifer also explained how new programs will be able to select from what exists, rather than creating scenarios which may produce problematic data.  Michael S mentioned how Danen J is leading a group that will take next steps. |
| 9:40 – 9:50 AM | * **Legislative Updates** | Landon Pirius  Danen Jobe | Landon P described how details are still being determined with how the legislative session will proceed in light of recent COVID-19 developments. A suspended legislative session will delay budget discussions.  Tammi S-D asked if there any other COVID-19-related updates – specifically related to enrollment and student success. Landon P summarized how the current focus is on how to best manage the current semester but there are developing discussions about how to best plan for the fall semester, especially with the upcoming fall registration window. Landon P confirmed all CCCS CFOs are currently tracking COVID-19-related expenses.  Jim DeLung asked a question about the Teaching Excellence Grant, which was not an agenda item this month. Jim specifically asked about any updates related to specific forms of compensation as being appropriate or not appropriate for grant funds. Landon confirmed multiple forms of faculty compensation are an appropriate use of grant funds. Both faculty stipends, as well as faculty release time, are an appropriate use of grant funds. He encourages colleges to use options that best meets their needs. Landon said he’s received many questions about possibly using grant funds to create new student affairs positions, such as academic advising positions. While creating new advising positions is an excellent change for a school to make, that is not an appropriate use of the faculty-focused Teaching Excellence Grant. The deadline is still April 10 but there has been some discussion about possibly extending the deadline. If a deadline extension occurs, it will likely not be pushed back any later than May 1. |
| 9:50 – 10:00 AM | * **GE Council Report** | Carol Kuper | Carol K was not present but Danen J spoke briefly about GE Council-related information. |
| 10:00 – 10:30 AM | * **Charter (attached and SharePoint)** * **2:4 Meeting Updates** * **DwDs & STAAs (ENG 131)** * **Dev Ed** * **Misc. Committee Updates** * **CCNS Replacement and changeover** * **Course Numbering** | Danen Jobe | Danen J and Denise M confirmed the CourseLeaf contract has been signed, following the conclusion of contract negotiations.  Math work with the Dana Center has been postponed – probably to the beginning of fall. The Multiple Measures Taskforce is going to review placement. The Dana Center is able to provide detailed information about what other states are doing with regard to placement.  Danen J confirmed today’s STEM meeting has tentatively been canceled and the re-scheduling process is ongoing (a potential 2:4 related update for a future meeting).  Danen J explained how an SFCC FAQ and a process document may help address faculty confusion about SFCC responsibilities and processes. This topic was addressed within the context of the SFCC charter. The Charter Taskforce met this Tuesday. Tammi S-D confirmed Mike A is going to post updates from the meeting on SharePoint. Denise M said it sounds like we may have a draft to review during the SFCC meeting in April or May. |
| 10:30 – 10:40 AM | * **BB Timing & Notification** | Mike Anderson | Denise M asked for feedback about the process for sharing copies of the BB via email.  Tammi S-D said the Charter Taskforce is working to confirm the roles of all members of SFCC. She explained how the taskforce may be able to include the timing of Denise’s tasks, to help provide clarity. There seemed to be consensus among SFCC members that more needs to be done to make Denise’s meeting preparation tasks more manageable. We agreed this may be accomplished by setting boundaries through deadline enforcement.  Denise M summarized our discussion, confirming multiple agenda updates may occur via SharePoint but a single BB email communication will occur. |
| 10:40 – 10:50 AM | * **Keeper of the Style Guide** | Mike Anderson | Beth L asked for clarification about SFCC Style Guide governance and updates. Beth acknowledged Kimi K for identifying this topic as being important to discuss. Janiece K recommended we vote on any changes. During our discussion, we agreed the SFCC Style Guide should only be updated during specific times and should only be updated by specific people (maybe a responsibility shared by two SFCC members?). Jim D confirmed he is not able to expand the scope of his note-taking responsibilities to include updating the SFCC Style Guide. The focus shifted to making updates for this semester, rather than assigning an ongoing role to an SFCC member. Michele K volunteered to identify potential revisions and communicate with Beth L about potential edits. Michele and Beth will provide an update during a future SFCC meeting. Lori Y volunteered to update the PowerPoint. Kimi K referenced a PHI 111 example to update in the SFCC Style Guide. Denise M described concerns with courses which extend beyond 6 credit hours. |
| 10:50 – 10:55 AM | * **Business Meeting – February Minutes** | Mike Anderson | Minutes were approved. |
| 10:55 – 12:00 PM | * **Break-out groups & BB report out** | ALL | We took a brief break at 10:43 AM to prepare for BB break-out groups.  Due to COVID-19 concerns, more people were attending remotely than usual. |
| 12:00 – 1:00 PM | * **LUNCH** |  |  |
| 1:00 – 1:30 PM | * **gtPathway Review MAT 155 & MAT 156 (Rachel Safton) MA1** | ALL | Rachel explained how MAT 155 & 156 used to be GT courses and described why they should return to GT status. |
| 1:30 – 2:00 PM | * **gtPathway Review ETH 215 (Savannah Sanburg)** | ALL | Savannah described the context of ETH 215 and confirmed this is for the SS3 category. |
| 2:00 – 2:30 PM | * **gtPathway Review PHI 213 (Dave Sackris)** | ALL | Dave described PHI 213, explained the discussion at 2:4 related to PHI 213, and provided a hand-out detailing why GT status should be granted. |
| 2:30 – 3:00 PM | * **gtPathway Review ASL 221 & ASL 222 (Susan Faltinson) AH4** | ALL | Susan and Michelle provided updates about ASL coursework, explained why ASL 221 & 222 should be granted GT status, and answered questions. These courses were both on the agenda for two reasons: seeking approval for course revisions, as well as GT status. |
| 3:00 – 3:30 PM | * **gtPathway Review ANT 212 (Jeannie Mobley-Tanaka) SC1** | ALL | Elizabeth and Jeannie explained how ANT 212 is replacing 201. ANT 201 is currently a potential course for the ANT DwD but not a required course. Context for the shift of ANT GT courses from SS to SC1 was provided. ANT 212 was on the agenda to be considered as a new course, as well as to be granted GT status.  It was noted the CDHE website link for the ANT DwD needs to be corrected (goes to MAT DwD). |
| 3:30 – 3:40 PM | **April Bulletin Board Review –** {see SharePoint} | All | Jim D thanked Jennifer J, Jason H, and all of the Welding faculty for their efforts in clarifying contact hour scenarios for Welding courses. A significant amount of email communication occurred during the last week and that communication helped clarify how Welding courses may be set-up differently from one college to another. Jim confirmed MCC will continue to offer Welding courses using their model of Lec/Lab (1/3 or 15/67.5 contact hours for 4 credit hour courses). His understanding is these proposed course revisions are not proposing any changes to contact hour options. Via email, Jennifer J has confirmed how CDHE policy identifies contact hour details.  It was noted the BB only listed one Welding discipline chair, even though there are co-discipline chairs. The BB notes were updated to include both discipline chairs. One discipline chair was available during the SFCC meeting to answer questions (Jason H) but both discipline chairs participated in the previously mentioned email communication and Ryan T’s contributions are appreciated, too.  Lori Y expressed concerns from a CCD Welding faculty member and said she will forward an email to Mike A and Denise M. It sounds like the Welding listserv may need additional updates – this was discussed but not confirmed. Mike A said he will follow-up with Jason H and Ryan T about plans for moving forward.  Danen J confirmed he will communicate with CDHE about courses approved for archiving.  With the increased number of remote attendees, SFCC members were asked to double-check the attendance for the minutes.  Meeting adjourned at 3:35 PM. |

**SFCC Meeting**

    Breakfast is still at 8:30 and the meeting at 9:00.  The 8:00 time is for WebEx set up.

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