

Meeting Minutes from May 10, 2018

Curriculum Committee

Voting Members: Maula Allen, Rebecca Beal, Becky Brown, Paul Cheney, Maria Coulson, Gina Cullen, Dave King, Karen Koenig, Bob McCoy, Sara McKinnon, Lisa Morse, Joanna Pinckney, A Joe Ritchie, Karen Robinson, Nancy Willet

Nonvoting Members: Sheldon Carroll, Tom Hudgens, Cari Torres-Benavides

Guests: None

Chair: A Joe Ritchie

Agenda for May 10, 2018

- Motioned to approve: Karen Robinson
- Second the motion: Bob McCoy
- Approval status: Members in attendance voted to approve the Agenda

Minutes from April 26, 2018

- Motioned to approve: Karen Robinson
- Second the motion: Joanna Pinckney
- Approval status: Members in attendance voted to approve the minutes with two edits.
- Members voting no: None
- Members abstaining: None.

Reports:

1. Academic Senate Report (Karen Robinson)

1. Beth Patel reported on proposed changes to future FLEX activities and the staff luncheon on May 24th. FLEX reporting will move to Banner in the future.
2. Cara Kreit and Logan Wood reported from SLOAC about progress toward addressing ACCJC's report as well as changes to SLO reporting and FLEX activities.
3. Karen Robinson reported that College Success Saturday went excellently.
4. Meg Pasquel reported on PRAC and IEC budget cuts.
5. The Senate discussed nominations and election process and attendees for summer conferences.

2. UDWC Report (Rebecca Beal)

1. Thumbs up.

3. Curriculum Chair Update (A Joe Ritchie)

1. A Joe distributed the Community Education list of new courses. Three courses were not supported by credit faculty: drip irrigation, Shakespeare, and drawing workshop. A Joe gave recommendations to Community Education to further specify the scope of the new classes.
2. A Joe and Lisa Morse met with Nadia Sanko and John Petrovsky to discuss the SPAN 101A, 101B, 102A, and 102B. The department is working on the course outlines.
3. FLEX events with eLumen will be offered in the fall.

4. Future Curriculum Chair Vote

1. The committee voted Gina Cullen to serve as shadow chair next year and take over as Curriculum Committee Chair on July 1st, 2019.

5. eLumen

1. Last Friday, the Curriculum Committee met for a FLEX workshop on eLumen.
2. A Joe created a document with screenshots to cross-walk the old form with the new, which he will send to the committee.
3. A Joe recommends committee members share problems or concerns. Faculty reviewing their own courses should look at every data point to make sure the information is accurate.
4. The committee discussed their first impressions of eLumen. Some aspects of the user interface were not intuitive and some items of the outlines have not been imported. Most list formatting has also not been transferred.
5. The committee recommended developing a separate workflow for corrections to existing courses that goes directly to OIM.
6. The committee discussed ideas for its own workflow in review course outlines in the fall. Some ideas include meeting in a computer lab, specializing in different areas of the course outline, and requiring two signatures instead of three.
7. Paul Cheney recommended convening a group in June to review the eLumen system and consider the committee's workflow in fall.
8. Tom Hudgens presented on the need to differentiate between technical review and content review, including a checklist of issues commonly missed during review. Tom distributed a draft of the checklist for the committee and plans to revise it for eLumen.
9. Faculty can access eLumen at <http://marin.elumenapp.com> using MyCOM login and password

Next week's meeting will be technical review.

Interesting Facts

1. Joanna Pinckney distributed promotional materials about the Mozart concert at COM and the COM Giants game on June 5th.

Technical Review:

For the most recent information on the status of courses being reviewed, please refer to the Course Approval Schedule on the Curriculum Committee website or the attachment from the regular distribution of curriculum materials by the Chair.

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