

## CurricUNET Steering Committee Meeting Notes

Friday, November 6, 2009

Present: Laura, Steve, Christine, Sharon, Jose, Maria, Jenny, Ada, Jing, and Eric

### 1. Ohlone curricUNET Conference briefing

Sharon was impressed by the conference, in particular the program review presentations by Ohlone and Chaffey. San Diego's tutorials were very good – suggest District/Jing do similar in collaboration with curricUNET (Aaron Lee). Jenny mentioned the Academic Advising module for major, ed plan, etc. Also, the potential for curricUNET to be used for CB coding. She mentioned the presentation on "turnitin.com", which is useful for distance education. Laura asked about if Academic Advising is connected with degree audit. Steve clarified that the Academic Advising module can pull student records with the college's degree requirements for advising purposes.

Next curricUNET conference will be in spring 2010, likely in southern California.

### 2. Information sent by the 3 colleges

Steve reviewed the sharepoint documents. He still needs the following:

|         | Archived COR* | Workflow** | Hierarchy** | User List |
|---------|---------------|------------|-------------|-----------|
| Cañada  |               |            | X           | X         |
| CSM     | X             | X          | X           | X         |
| Skyline | X             |            | X           | X         |

\*Archived COR – scan and send Steve what's remaining.

\*\*Steve needs workflow and hierarchy by November 20 or earlier.

**ACTION ITEM:** Jose, Ada, Maria will identify faculty by divisions and merge with email ids and division listings from Joyce.

**ACTION ITEM:** Steve will upload a hierarchy and user list.

### 3. Review work plan progress

Jing reviewed documents of Start Up and draft Work Plan. We are in the end of Phase 1 of the 6 phases. Steve said we are on time. In Phase 2, Steve will develop a superset including the proposed workflow for members to react. Webinar training for beta testing among the steering committee members, but details can be decided as time goes on.

**ACTION ITEM:** Steve will create a detailed workplan and upload.

Steve suggested that colleges upload recently modified programs in a separate folder.

### 4. Next Call (November 20, 8:30 – 9:30am, webinar format)