

**ADOPTED MINUTES**  
VVC CURRICULUM COMMITTEE MEETING

**April 22, 2010**

- CALL TO ORDER: The meeting was called to order at 2:31 p.m. by Debra Blanchard, Chairperson.
- MEMBERS PRESENT: Debra Blanchard; Chairperson, Peter Allan, Ron Fields, Patty Golder, Leslie Huiner, Carol DeLong, and Michael McCracken.
- MEMBERS ABSENT: Lisa Harvey, Pamela James, and Alice Ramming
- GUESTS: Greta Moon and Paul Williams
- MEETING MINUTES: April 8, 2010 approved.
- COURSES: None to review
- OTHER:
1. Hybrid courses were added to agenda items. Discussion followed to determine guidelines for these type of courses
    - a. Minimum 51% in person, face-to-face instruction.
    - b. Counselors area of concern:
      - i. Students are registered for a Lec course. They attend class and find the majority of class is online.
    - c. Cannot run a hybrid course without CC approval.
    - d. Must add online content to sections / schedule.
    - e. Students need information ahead of time so they can decide to take course or not.
    - f. Suggestion: Add a scale to schedule indicating the web enhanced component. A 1 – 5 scale with No online component as a 1 and heavy online component as a 5. Use a mouse as a picture guide in the schedule (1 mouse equals 1 on the scale, etc).
  2. D. Blanchard will research definitions of Lecture, Lab, Individualized Instruction, Independent Study and Hybrid courses. She will make a presentation at next Curriculum meeting
  3. Starla will research Web enhanced courses in the Instruction Office.
- ADJOURNMENT: Meeting adjourned 3:33 p.m.

Respectfully submitted,

Debra Blanchard,  
Chairperson