MEMO

TO: Program Coordinators
FROM: Gene C. Couch, Jr.
Chair, Curriculum & Instruction Committee
DATE: July 17, 1996
SUBJECT: Re-engineering Update

It is time for the College, as a group, to move forward on the semester conversion. This is a complex task with many separate and individual pieces. Realizing that, this is the beginning of one of the pieces.

Enclosed you will find a draft of SCC’s “Programs Crosswalk”. Please review this information for accuracy and completeness. If you have questions about the document, please give me a call.

The Common Course Library has been finalized. Also, enclosed you will find a copy of the approved courses for your area. Please review the courses and begin the process of making some initial assessments for selection and sequencing of courses. To assist in this process, I have also enclosed the guidelines for curriculum standards and the semester hours requirements for certificate/diploma and degrees. While you are reviewing your specific courses, the general education folks are reviewing the general education offerings to see which semester courses parallel our existing courses. At some point in the near future, there will be a dialogue with general education to negotiate which courses are most appropriate for your programs while balancing SCC’s resources. Therefore, for now in your curriculum patterns, just plug in generic general courses with approximate hour values. For example: 3 hours of English.

If for some reason I have not sent you the correct courses or you want to review the general education courses, you can secure the data from the following places:

- Judy Franklin’s office (paper copy)
- LRC (paper copy)
- Sandra Bunn’s office (computer/paper version)
- S drive open Word for Windows, open the S drive, and open files ccl_a-1 (courses a through l) or ccl_m-z (m through z).

The Curriculum and Instruction Committee realizes that there are many issues unresolved that need to be answered before you can complete this portion of the conversion; however, we wanted you to have this information at this time to begin the process. To assist in this process, Sharon Morrisey from the system office will be on campus on Thursday, July 25, 1996.

As you begin to look at the course patterns, the thinking is that there will be four semesters with a connecting summer session. We realize that ORI 101, along with many other issues, will need to be resolved. As answers are developed, we will keep you updated so you can design the best programs for our students. Also, at this point, do not begin working on the course descriptions for your courses. Course descriptions will be further developed at a later point.

If you need additional or clarifying information, please let me know. Thank you.

c: Joe Barwick
C & I Committee
Cherokee Center
P.O. Box 920
Cherokee, NC 28719
(704) 497-7233

Macon County Center
152 Industrial Road
Franklin, NC 28734
(704) 369-7331 • Fax (704) 369-2428

Swain County Center
10 Almond School Road
Bryson City, NC 28713
(704) 488-6413

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