

Meeting Minutes
ENCORE Curriculum Committee

February 9, 2015
River Room, ESD

Members present: Chairperson Reta Lindstrom, Michael McGonigle, Frank Spence, Bernie Thomas, Anne Gant, Sue Zerangue, Alan Batchelder, Tish Tarver and Erhard Gross.

Absent: Gregg Bonham, Donna Wright, John Markham, and John Ryan.

Guests: Mary Fryling, Gail Sunderland, Art Limbird.

Chairperson Reta called the meeting to order at 1:02 PM.
The Minutes of the January meeting were approved without change.

Reta started the meeting by explaining that she had asked Mary to come to the meeting at 1:30 to allow the committee to discuss a personal matter involving Mary. Reta explained that Mary's excellent and faithful service to the committee needs to be recognized. Erhard proposed that the Curriculum and the Trip committees (the reason why Reta had invited Art to this meeting!) jointly offer Mary the opportunity to travel with us on our field trip to the Nez Perce Reservation, Lapwai, Idaho, in May of 2016. We will pay for transportation and lodging. Moved, seconded, unanimous.

Art pointed out that the Wolves class field trip needs to have the number of participants by two weeks before the trip which takes place May 28.

Mary handed out her list of annual deadlines for the current academic year.

Old Business:

1. Winter term classes are going well, with Seth's class showing 39 persons enrolled, according to Frank.
2. Reta presented the tabled list of suggestions committee members might follow in creating the teaching programs for ENCORE. After agreeing on three minor changes, the members unanimously adopted this guide (printed on other side of page). Reta requested that Mary's office produce 25 to 30 copies for distribution to current and future members.
3. Nancy Lee Batchelder has withdrawn her tabled request for the honorarium for Seth. The committee endorsed a recommendation by Frank to give Seth a \$100.00 gift card for his services this academic year.
4. Reta asked the members whether they'd like to continue meeting in our current location. All said "yes."
5. Erhard updated the committee on the program proposed by the captain of the *Steadfast*. Sue reminded Erhard to submit to her the statement on Inside the Coast Guard for publication.

New Business:

1. The Spring term schedule was reviewed and augmented. It's now fairly finished but may still change slightly.
2. Reta reminded coordinators to submit printable material for Aletha on as many classes as possible. (The next deadline for submission to Aletha's newsletter is May 11.)

Other Business:

1. Reta emphasized the need for all of us to think about next year's budget which will be on the March agenda.

Meeting adjourned at 2:52 p.m. The next meetings will be held 3/9/15 and 4/13/15 at the River Room, ESD.

Respectfully submitted,

Erhard Gross, Secretary

(over)

ENCORE Curriculum Committee

Suggested Guidance Articles for Committee Members

Adopted February 9, 2015

The Mission Statement for the Curriculum Committee as found in ENCORE's Bylaws reads: "The Curriculum Committee shall plan appropriate courses for each program term to support and advance the educational goals of ENCORE."

The above statement mentions goals but not how one might try to reach them. To provide guidance to current and future members, the Curriculum Committee adopted the following suggestions:

1. Members of the committee are encouraged to bring ideas to the committee that can lead to new courses.
2. Members are encouraged to teach courses that our general membership finds interesting and stimulating.
3. Members are encouraged to bring persons to the committee who are interested in joining the committee
4. Members are encouraged to bring persons to the committee who have ideas on new courses and who may be interested in becoming course coordinators or instructors.
5. Keeping in mind that different persons gravitate to different courses, the committee should seek to offer a variety of courses.
6. The committee encourages instructors and/or their coordinators to promote their courses in a professional manner.
7. The committee should consider innovation in the design of curriculum, subject, methodology, presentation, etc.
8. The chairperson will put on the agenda any prior request for action by any member.
9. The chairperson encourages participation in discussion and will recognize in sequence any member who wishes to speak.
10. The chair will entertain any motions for action by the committee.