

Solano Community College

Academic Senate
CURRICULUM COMMITTEE

ADOPTED MINUTES

Tuesday, February 10, 2009
1:30 p.m., Board Room

ROLL CALL

Present: Robin Arie-Donch; Kenneth Chambers; Karen Cook; Alma Delgado; Lynn Denham-Martin; Christine Ducoing; Erin Duane; Erin Farmer, Chair; Marianne Flatland; Donald Hoggan, filling in for Laura Maghoney; Bob Johnson; Kevin Marks; Marc Pandone; Leslie Rota; Sandra Rotenberg.

Guests: Joseph Conrad, Math/Science; Dr. Dave Redfield.

Excused: Dr. Robin Steinback; Pei-Lin Van't Hul, filling in for the Curriculum Analyst Vacant Position.

APPROVAL OF AGENDA

All matters listed under the Consent Items are considered routine and will be enacted by the approval of the agenda unless removed from the Consent Items by a Committee member.

CONSENT ITEMS

It was moved by Christine Ducoing and seconded by Lynn Denham-Martin to approve the agenda. The motion carried unanimously.

APPROVAL OF MINUTES

It was moved by Leslie Rota and seconded by Karen Cook to approve the Minutes from December 9, 2008. The motion carried unanimously.

MODIFICATION TO GRADUATION REQUIREMENTS

- a. Math Requirement Change - Must satisfy Math requirement by meeting Math standards at the Intermediate Algebra level
 - 1) Action on Change to Math Requirement

It was moved by Christine Ducoing and seconded by Leslie Rota to approve action on Change to Math Requirement.

Joseph Conrad explained the State of California regulations requiring the change in Math requirements for Associate's Degrees. The College has alternatives to taking Intermediate Algebra; they are, MATH 112, MATH 114, and MATH 118, that all meet the State regulations. Solano Community College leads the State, as reported on the Basic Skills Initiative Web site, on the number of alternatives to the Intermediate Algebra math requirement. Erin Farmer asked if there was any requirement or guideline from the State as to the actual applied math that has to be involved in the course. Joseph Conrad explained that as it states in the State requirement, "shall be demonstrated by obtaining a satisfactory grade in any mathematics course at the level of the course typically known as Intermediate Algebra or another mathematics course at the same level with the same rigor and with Elementary Algebra as a prerequisite approved locally." Same level and same rigor, with Elementary Algebra as a prerequisite is the important definition, but it does not go into detail as to what those are.

Robin Arie-Donch asked about the IT 140 and 141 courses. Bob Johnson explained that the student will still have to take one of the Math courses mentioned above to meet degree requirements.

The motion carried unanimously.

NEW COURSES - None

COURSE MODIFICATIONS - None

NEW/REVISED CREDIT PROGRAMS OR CERTIFICATE PROGRAMS

Tabled Items – Tabled from November 25, 2008 Meeting Date

- a. Sociology – New Major
 - 1) Action on Major

It was moved by Leslie Rota and Seconded by Marianne Flatland to approve action on new Sociology major. Leslie Rota noted that on the Required Courses, the Sociology/Psychology 4 course should only be listed as Psychology 4. Currently Psychology 4 is the only Research Methods course that Solano College offers at this time.

Lynn Denham-Martin is concerned about the date of the text books. Leslie Rota explained that in Fall 09, Fine and Applied Arts/Behavioral Sciences is up for curriculum review, and those textbooks are currently being updated. Leslie will make sure that if there is a newer edition, it will be listed prior to sending the application to the Systems Office.

Robin Arie-Donch noted that on the section, Select 3 Units, MATH 11, Elementary Statistics is 4 units. Leslie will correct the units prior to application being sent to the Systems Office.

Leslie thanked Tonmar Johnson and Thea Alvarado for putting together the Sociology Major.

The motion passed unanimously.

STATEMENT OF SUPPORT FROM CURRICULUM COMMITTEE

It was moved by Christine Ducoing and seconded by Leslie Rota to approve the following Statement of Support.

“The Curriculum Committee strongly recommends, to the Executive Council and the Superintendent/President, to prioritize and fill the position of the Curriculum Analyst expeditiously.”

The motion carried unanimously.

REPORT FROM THE CHAIR

Erin shared that there are a lot of issues that the College needs to face in dealing with accreditation. She suggested that the committee members participate in the institutional dialogue. The committee discussed gathering of evidence and letters of support for the College. Bob Johnson suggested that any evidence be focused on institutional effectiveness. Erin suggested that everyone continue to rally the local community independently of accreditation to keep enrollments up, and reassure the community that the accreditation is still stable.

Considering the types of things that curriculum can do for accreditation, make sure that the committee is in compliance with all the rules and regulations. Erin reviewed the Brown Act regarding the committee action, and so far, after consulting with other Curriculum Committee chairs across the state, the actions taken by the Curriculum Committee are not subject to the Brown Act. Therefore, the curriculum committee will continue to act on agenda items on the date they are presented. However, concerning major policy decisions, they will be brought forward for information at first meeting then for action at the second meeting.

Erin will be placing on hold the revision of the curriculum materials and manual. She is currently acting as the accreditation report writer.

Erin shared that there will be some training on CurricUNET in the future; she does not know details at this time as to what the training will entail. The data transfer is currently underway. It was requested that Dean, John Urrutia come to the next Curriculum Committee and provide a report on the status of the CurricUNET implementation.

Erin shared that the SLO coordinator suggested “committee outcomes,” and Erin recommends that the Curriculum Committee might make lists of goals and objective so that the committee can measure their progress.

REPORT FROM THE VICE PRESIDENT - None

REPORT FROM THE ARTICULATION OFFICER - None

Robin Arie-Donch gave three handouts on the General Education Requirements and discussed with the committee the difference between the Option A, Option B, and Option C.

OPEN DISCUSSION

The committee discussed beginning the curriculum review process. (The process was placed on hold for a year.) Leslie Rota shared that she spoke with Dr. Steinback regarding her concern with the absence of the Curriculum Analyst in the Curriculum Office. With the 100's of courses that have to be reviewed and all the work in putting together an agenda, Leslie is concerned the review will not be efficient.

The committee was unsure as to the timelines of the Division curriculum reviews and has requested that the Curriculum Office bring back at the next meeting a calendar of the upcoming Program Reviews.

The committee discussed the timeline for submitting items for action by the Curriculum Committee and those action items being placed in the annual catalog. The timeline has historically been that all curriculum submitted by the second to the last meeting in Fall will be included in the next year's catalog. This is an item that the ad hoc committee is planning to revisit for the development of the curriculum manual. This may be an item that should be changed to allow more flexibility. Erin recommends discussing with the Curriculum Office the expectations for deadlines for catalog production.

Christine Ducoing asked about deleting a course in Web CMS. The committee discussed some procedures. Robin Arie-Donch requested that she be informed of any course deletions.

ADJOURNMENT

There being no further business to come before the committee, it was moved by Christine Ducoing and seconded by Marc Pandone to adjourn at 3:28 p.m., to meet again February 24, 2009 at 1:30 p.m.

CCMinutes 2/10/09:km