

Solano Community College

Academic Senate
CURRICULUM COMMITTEE

ADOPTED MINUTES

Tuesday, March 24, 2009
1:30 p.m., Board Room

ROLL CALL

Present: Robin Arie-Donch, filling in for Curriculum Chair; Karen Cook; Lynn Denham-Martin; Christine Ducoing; Erin Duane; Marianne Flatland; Bob Johnson; Laura Maghoney; Kevin Marks; Marc Pandone; Leslie Rota; Sandra Rotenberg; Dr. Robin Steinback.

Guests: Scott Mazak, Fine Arts/Behavioral Science, Bob Myers, PE Athletics; and Patricia Young, OAR.

Excused: Kenneth Chambers; Alma Delgado; Erin Farmer, Chair; 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. Robin Arie-Donch requested a change in the order of the agenda; CINA 011 and TV 060 to be discussed by the committee right after the approval of the minutes. The motion carried unanimously with requested change.

APPROVAL OF MINUTES

It was moved by Christine Ducoing and seconded by Leslie Rota to approve the Minutes from March 10, 2009. Christine Ducoing noted that under Consent Items, the second sentence begins by stating, "Chair Farmer..." and should be changed to, "Acting Chair Arie-Donch." The motion carried unanimously with change.

NEW COURSES - None

COURSE MODIFICATIONS

Tabled Items for Action – February 24, 2009 Meeting Date

- a. (CP-09-03) PE 098B – Introduction to Sports Psychology – Change in course information.
 - 1) Action on course.

It was moved by Christine Ducoing and seconded by Marianne Flatland to approve action on the course. The motion carried unanimously.

COURSE MODIFICATIONS

- a. (CP-09-15) CINA 011 – American Cultures in Film – Change in course information.
 - 1) Action on course.

It was moved by Leslie Rota and seconded by Marianne Flatland to approve action on the course. A revised version of the online form was handed out to the committee. Leslie Rota noted that there is a change in the Course Title from "Art of the Cinema" to "American Cultures in Film" and there was a typo that was corrected. This course is being changed to include online as a method of instruction and also updating the text books. The committee discussed the online addendum form. The new form was sent out by Erin Farmer on November 10, 2008 and the committee agreed to use that form in the future.

Robin Arie-Donch noted that the total contact hours are listed as 48 – 52.5 lecture hours. Dr. Steinback explained that the System's Office has allowed colleges to return to the minimum and maximum hours per semester.

Robin Arie-Donch noted that Section 12, Student Assignments, item a, Required Reading Assignments did not have a range. The committee agreed to change as follows: "30 to 50 pages each week."

Robin Arie-Donch noted that Section 12, Student Assignments, item b, Required Writing Assignments did not have a range. The committee agreed to change as follows: "Essays (including exams), 5 to 10 pages, each week."

The motion carried unanimously.

- b. (CP-09-16) PE 098C – Circuit Training – Change in course information.
 - 1) Action on course.

It was moved by Leslie Rota and Marianne Flatland to approve action on the course. Robin Arie-Donch noted that the 2003 textbook needs to be updated to meet articulation standards. Bob Myers will forward the change to the Curriculum Office. Robin Arie-Donch noted that the formatting of the document needs to be corrected.

Bob Johnson noted that under Section 13, Course Content Outline, VI Sports Injuries, item A, "R.I.C.E. principle" should be spelled out as follows: "Rest, Ice, Compression, Elevation (R.I.C.E.) principle."

The motion carried unanimously with changes.

- c. (CP-09-17) PE 098E – Cardio Conditioning – Change in course information.
 - 1) Action on course.

It was moved by Christine Ducoing and seconded by Karen Cook to approve action on the course. Leslie Rota noted that under Section 13, Course Content Outline, item II, should read as: "Understand the basic history of Cardio Conditioning."

Bob Johnson noted that under Section 13, Course Content Outline, VI Sports Injuries, item A, "R.I.C.E. principle" should be spelled out as follows: "Rest, Ice, Compression, Elevation (R.I.C.E.) principle."

The motion carried unanimously with changes.

- d. (CP-09-18) PE 098F – Tai Chi – Change in course information.
 - 1) Action on course.

It was moved by Marianne Flatland and Leslie Rota to approve action on the course. Robin Arie-Donch noted that the formatting of the document needs to be corrected.

The motion carried unanimously with change.

- e. (CP-09-19) PE 148A – Beginning Road Bicycling – Change in course information.
 - 1) Action on course.

It was moved by Christine Ducoing and seconded by Karen Cook to approve action on the course. Karen Cook noted that under Section 13, Course Content Outline, Repeat 1, should read; "...for preparing for a 100 mile ride."

Robin Arie-Donch noted that the 2003 textbook needs to be updated to meet articulation standards.

The motion carried unanimously with changes.

- f. (CP-09-20) TV 060 – Television and Film Writing – Change in course information.
 - 1) Action on course.

It was moved by Erin Duane and seconded by Leslie Rota to approve action on the course.

Robin Arie-Donch noted that Section 12, Student Assignments, item a, Required Reading Assignments did not have a range. The committee agreed to change as follows: "College level text and numerous scripts, 30 to 50 pages each week."

Robin Arie-Donch noted that Section 12, Student Assignments, item b, Required Writing Assignments did not have a range. The committee agreed to change as follows: "Scriptwriting assignments, 5 to 10 pages each week."

The motion carried unanimously.

COURSE DELETIONS

- a. (CP-09-21) CHEM 049H Chemistry Honors – Delete from curriculum.
 - 1) Action on course.

It was moved by Leslie Rota and seconded by Karen Cook to approve action on the course deletion. The motion carried unanimously.

PROGRAM MAJOR CHANGES

- a. (CP-09-022) Physics Program – Change in required courses.
 - 1) Action on program change.

It was moved by Leslie Rota and seconded by Marianne Flatland to approve action on the program change. The motion carried unanimously.

- b. (CP-09-22) Associates in Arts Degree in Mathematics – Change in required courses and recommended elective.
 - 1) Action on degree change.

It was moved by Marc Pandone and seconded by Leslie Rota to approve action on the degree change. The motion carried unanimously.

CURRICULUM MODIFICATIONS - OTHER

- a. (CP-09-24) CSU GE Course List – Change CSU GE Course List to remove courses that have been deleted.
 - 1) Action on modification.

It was moved by Christine Ducoing and seconded by Marc Pandone to approve action on the modification. The motion carried unanimously.

- b. (CP-09-25) Biological Science and Physical Science - Change in courses.
 - 1) Action on change in courses.

It was moved by Leslie Rota and seconded by Christine Ducoing to approve action on the change in courses. The motion carried unanimously.

- c. (CP-09-026) Graduation Requirements Area D – Deletion of Math 015 course.
 - 1) Action on change in Graduation Requirements Area D.

It was moved by Leslie Rota and seconded by Christine Ducoing to approve action on the change in Graduation Requirements Area D. The motion carried unanimously.

- d. (CP-09-27) IGETC Catalog Change
 - 1) Action on IGETC catalog change.

It was moved by Christine Ducoing and seconded by Leslie Rota to approve action on IGETC catalog change. The motion carried unanimously.

- e. (CP-09-28) Graduation Requirements Area A – Change graduation requirements in Area A to remove courses that have been deleted.
 - 1) Action on change to Graduation Requirements Area A.

It was moved by Christine Ducoing and Karen Cook to approve action on change to Graduation Requirements Area A. The motion carried unanimously.

- f. (CP-09-29) California Code of Regulations Title 5 Associate Degree Change
 - 1) Action on California Code of Regulations Title 5 Associate Degree change.

It was moved by Marianne Flatland and seconded by Leslie Rota to approve action on California Code of Regulations Title 5 Associate Degree change. The motion carried unanimously.

REPORT FROM THE CHAIR - None

REPORT FROM THE VICE PRESIDENT - None

REPORT FROM THE ARTICULATION OFFICER

Robin Arie-Donch turned the time over to Marianne Flatland who discussed the handout; "From the Academic Senate of the California State University: CSU Considerations in Determining Baccalaureate List (Excerpts), Consideration Involved in Determining what Constitutes a Baccalaureate Level Course."

Robin Arie-Donch suggested giving a training to the group on the ASSIST database.

OPEN DISCUSSION

The committee discussed how the courses are being numbered; such as PE 006G and why there is lettering after the course number. Bob Myers shared that the PE courses have been grouped together with those that most closely match the type of activity; therefore, due to the database change to Banner, had to use the letter system to differentiate the courses.

The committee discussed having the course deletions come under the consent items.

Robin Arie-Donch shared that when there are curriculum changes to GE, those changes are input into the ASSIST database, which then becomes the official repository for the GE information. Robin requested that she be notified of the GE changes and that Barbara Pavão be notified if there any changes to the handouts from the Transfer Center. The committee also discussed GE changes and how, historically, Solano Community College has handled those changes. In the past, the GE changes due to course changes/deletions, as they came through the Curriculum Committee, had just been taken care of by the Articulation Officer and the Transfer Director to make sure that everything was accurate in the ASSIST database.

Dr. Steinback respectfully shared that any changes should go through the Curriculum Committee formally because it is the Curriculum Committee that places courses in the GE pattern. Also, the Catalog is not constructed by only Ross Beck; there are a number of people who work on the catalog production. Dr. Steinback was concerned with folks "catching" the changes and believes that the formal process will provide the most accuracy.

The committee discussed the possible implementation of the State of California mandating that all courses, at all universities, have the same numbers. At this time, the State of California does not have this requirement. Robin Arie-Donch shared that there is a Course ID (CID) number (similar to the CAN numbers) that is being proposed. Currently there is discussion of creating these CID numbers that would be common among community colleges in the State of California that is given to courses. Dr. Steinback shared that the CID codes help with tracking student enrollments; an enrollment flow study report can be generated.

ADJOURNMENT

There being no further business to come before the committee, it was moved by Christine Ducoing and seconded by Marianne Flatland to adjourn at 3:06 p.m., to meet again April 28, 2009 at 1:30 p.m.

CCMinutes 3/24/09:km