

Solano Community College

Academic Senate  
CURRICULUM COMMITTEE

**MINUTES**

Tuesday, December 1, 2009  
1:30 p.m., Board Room

**ROLL CALL**

Present: Robin Arie-Donch; Ginger Cain; Lynn Denham-Martin; Sarah Doolittle; Erin Duane, Chair; Christine Ducoing; Marianne Flatland; Laura Maghoney; Mary Mazzocco; Máire Morinec; Erika Nelson; Leslie Rota; Pei-Lin Van't Hul; and Teri Yumae

Guests: Karen Wanek, Nursing

Excused: Sandra Rotenberg and Dr. Robin Steinback

**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 Lynn Denham-Martin and seconded by Erika Nelson to approve the Agenda. The motion carried unanimously.

**NEW COURSES**

- a. (CP-09-402) JOUR 099 – Journalism Honors: Field Study
  - 1) Action on Prerequisite = Completion of 24 units of college credit with a minimum GPA of 3.3; a minimum of 5 units in the discipline with a grade of B or better; an ability to work independently; and permission of the Division Dean based on instructor availability.

It was moved by Leslie Rota and seconded by Máire Morinec to approve action on the prerequisite.

Robin Arie-Donch recommended that, in the future, the committee discuss the removal of “an ability to work independently” or to rephrase the statement “an ability to work independently as demonstrated in previous course work and verified by instructor.”

The motion carried unanimously.

- 2) Action on course.

It was moved by Máire Morinec and seconded by Lynn Denham-Martin to approve action on the course.

Robin Arie-Donch recommended that under Section E, General Education Information, it should not be GE Applicable; CSU Applicability should be no. The committee agreed with the recommended change.

The motion carried unanimously with agreed upon change.

- b. (CP-09-403) NURS 160 – Review of Scientific Principles of Pre-Nursing
  - 1) Action on Prerequisite = CONDITION OF ENROLLMENT: Current acceptance or on the waiting list of an RN Program.

It was moved by Christine Ducoing and seconded by Ginger Cain to approve action on the prerequisite. The motion carried unanimously.

2) Action on course.

It was moved by Christine Ducoing and seconded by Lynn Denham-Martin to approve action on the course.

Karen Wanek shared that the course is designed to help nursing student who are on the waiting list. This course is designed to keep the student on a continual learning pattern while they wait to begin their nursing program.

Leslie Rota was concerned that the four hours of chemistry course work, listed on the note from Karen Wanek, was listed in Section 13, Course Content Outline. Christine Ducoing noted that there are areas within the outline that do cover chemistry concepts. Karen Wanek shared that the plan is to work with case studies to tie all the content areas together. No change recommended by the committee.

Leslie Rota was concerned with the fact that there is 8 hours of lecture; therefore there should be 16 hours of homework; section 12 does not provide enough information to indicate there is 16 hours of homework. Karen Wanek will check with the instructors to get a better indication as to the amount of homework for writing assignments and other assignments.

Christine Ducoing recommended that Section 12b, state: "3 to 10 Case studies, 2-5 pages long." The committee agreed with the recommendation.

Robin Arie-Donch recommended that Section E, General Education Information, be changed to all "no's" since the course does not fulfill any General Education requirement. The committee agreed with the recommendation.

Leslie Rota noted that Section B, Program Information, should be changed to: "Part of the Nursing Program." It was noted that the Nursing TOP Code (123000) will also need to be listed on the proposal. The committee agreed with the recommendation.

Leslie Rota noted that the minimum qualifications for teaching the course are tied into what the course is named. If it says Nursing 160, then the person who teaches the course has to meet the minimum qualifications for teaching nursing. The course can be listed in more than one department. Karen Wanek shared that Anatomy, Physiology, Math, Chemistry, Microbiology, and Nutrition instructors are among those who will teach the course; it is a team taught course. Leslie Rota recommended that maybe this course should fall under the Interdisciplinary TOP Code.

The course needs further technical review to determine the department the course should be listed under. It was agreed that the committee will approve the course content, and that the proposal will come back to the committee as information, to inform the committee what department the course will be placed under.

The motion carried unanimously with recommendations.

### ***COURSE MODIFICATIONS***

- a. (CP-09-404) COSM – 175 – Cosmetology Education Practicum – Change in units, total weekly hours, catalog description, and other catalog information.
  - 1) Action on course.

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

- b. (CP-09-405) FIRE 148EE – Pre-Fire Fuels Management – Change in course number and textbooks.
  - 1) Action on course.

Approved, see action under 5d, (FIRE 189).

- c. (CP-09-406) FIRE 148FF – Fire Operations in the Wildland Urban Interface – Change in course number and corequisite.
  - 1) Action on corequisite = FIRE 060 Wildland Pyrophyte Taxonomy.

It was moved by Christine Ducoing and seconded by Ginger Cain to approve action on the corequisite. The motion carried unanimously.

2) Action on course.

It was moved by Christine Ducoing and seconded by Erika Nelson to approve action on the course.

Erika Nelson recommended section 9b, add; "Field trips are required." The committee agreed with the recommendation.

The motion carried unanimously.

- d. (CP-09-407) FIRE 189 – Fire Command 2E Wildland Fire Fighting Tactics – Change in units and textbook.

1) Action on course.

It was moved by Christine Ducoing and seconded by Erika Nelson to approve action on 5b and 5d, (FIRE 148EE and FIRE 189).

Erika Nelson recommended for 5d, (FIRE 189), under section 9b, add: "Field trips are required." The committee agreed with the recommendation.

The motion carried unanimously with agreed upon recommendations.

- e. (CP-09-408) GEOG 010 – Introduction to Geographic Information Systems – Change in method of instruction, other catalog information, and other assignments. Add online form; add hybrid form.

1) Action on course.

Approved, see motion under 5f, (GEOL 010).

- f. (CP-09-409) GEOL 010 – Introduction to Geographic Information Systems – Change in method of instruction, other catalog information, and other assignments. Add online form; add hybrid form.

1) Action on course.

It was moved by Christine Ducoing and seconded by Leslie Rota to approve action on 5e and 5f, (GEOG 010 and GEOL 010). The motion carried unanimously.

- g. (CP-09-410) MATH 102 – Elementary Algebra – Change in course number, applicability, method of instruction, and textbook. Add online form; add hybrid form.

1) Action on course.

Approved, see motion under 5k, (MATH 108).

- h. (CP-09-411) MATH 103 – Plane Geometry – Change in prerequisites, writing assignments, content outline, and textbook.

1) Action on Revalidation: Prerequisite = A grade of "C" or better in MATH 330 or MATH 330B.

It was moved by Christine Ducoing and seconded by Erika Nelson to approve action on the revalidation. The motion carried unanimously.

2) Action on course.

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

- i. (CP-09-412) MATH 104 – Intermediate Algebra – Change in method of instruction, prerequisites, other assignments, and textbooks. Add online form; add hybrid form.

1) Action on Revalidation: Prerequisite = Grade of "C" or better in MATH 330 or 330B.

Approved, see motion under 9n, (MATH 118).

2) Action on course.

Approved, see motion under 9n, (MATH 118).

- j. (CP-09-413) MATH 107 – Elementary Algebra Part I – Change in course number, applicability, method of instruction, other catalog information, and textbook. Add online form; add hybrid form.

1) Action on course.

Approved, see motion under 5k, (MATH 108).

- k. (CP-09-414) MATH 108 – Elementary Algebra, Part II – Change in course number, applicability, method of instruction, prerequisites, and textbook. Add online form; add hybrid form.

1) Action on Revalidation: Prerequisite = A grade of “C” or better in MATH 330A.

It was moved by Máire Morinec and seconded by Erika Nelson to approve action on revalidation. The motion carried unanimously.

2) Action on course.

It was moved by Christine Ducoing and seconded by Máire Morinec to approve action on the course for 5g, 5j, and 5k, (MATH 102, MATH 107, and MATH 108).

Marianne Flatland recommended for 5g, (MATH102), change Section 9b, Other Catalog Information, to: “Not open to students who have passed MATH 108 or MATH 330B.” The committee agreed with the recommendation.

The motion carried unanimously.

- l. (CP-09-415) MATH 112 – Algebraic Reasoning – Change in prerequisites and textbook.

1) Action on Revalidation: Prerequisite = MATH 330 or MATH 330B with a grade of “C” or better.

Approved, see motion under 9n, (MATH 118).

2) Action on course.

Approved, see motion under 9n, (MATH 118).

- m. (CP-09-416) MATH 114 – Math for Health Occupations – Change in prerequisites and textbook.

1) Action on Revalidation: Prerequisite = MATH 330 or MATH 330B with a grade of “C” or better.

Approved, see motion under 9n, (MATH 118).

2) Action on course.

Approved, see motion under 9n, (MATH 118).

- n. (CP-09-417) MATH 118 – The Beauty of Mathematics – Change in prerequisites and textbook.

1) Action on Revalidation: Prerequisite = MATH 330 or MATH 330B with a “C” or better, or the equivalent.

It was moved by Leslie Rota and seconded by Christine Ducoing to approve action on revalidation of prerequisite for 9i, 9l, 9m, and 9n, (MATH 104, MATH 112, MATH 114, and MATH 118). The motion carried unanimously.

2) Action on course.

It was moved by Christine Ducoing and seconded by Erika Nelson to approve action on the course for 9i, 9l, 9m, and 9n, (MATH 104, MATH 112, MATH 114, and MATH 118). The motion carried unanimously.

- o. (CP-09-418) NURS 050A – Fundamentals of Nursing – Change in units, total weekly hours, method of instruction, prerequisites, catalog description, other catalog information, student performance objectives, methods of evaluating student achievement, reading assignments writing assignments, other assignments, content outline, and textbooks.
  - 1) Action on Revalidation: Prerequisite = ENGL 1, BIOSC 6, BIOSC 14, with grade of “C” or better; current CPR for Healthcare Providers, current physical exam, immunizations and background check with drug screen. Authorization to enter RN program; Corequisite = NURS 058.

It was moved by Máire Morinec and seconded by Lynn Denham-Martin to approve action on revalidation. The motion carried unanimously.

- 2) Action on course.

It was moved by Lynn Denham-Martin and seconded by Máire Morinec to approve action on the course.

Robin Arie-Donch recommended removing the Course Advisory since the prerequisite covers the information. The committee agreed with the recommendation.

Mary Mazzocco recommended changing the last sentence in Section 12c, Other, as follows: “...and participation in cultural diversity activity.” The committee agreed with the recommendation.

The motion carried unanimously with recommended changes.

- p. (CP-09-419) NURS 050B – Basic Human Needs – Change in units, total weekly hours, method of instruction, catalog description, other catalog information, student performance objectives, methods of evaluating student achievement, reading assignments, writing assignments, other assignments, and content outline.
  - 1) Action on Revalidation: Prerequisite = NURS 050A with grade of “C” or better; Corequisite = NURS 058.

It was moved by Christine Ducoing and seconded by Erika Nelson to approve action on revalidation. The motion carried unanimously.

- 2) Action on course.

It was moved by Máire Morinec and seconded by Lynn Denham-Martin to approve action on the course.

Robin Arie-Donch recommended removing the Course Advisory since the prerequisite covers the information. The committee agreed with the recommendation.

The motion carried unanimously with recommended change.

- q. (CP-09-420) NURS 052 – Pharmacology for Nursing – Change in course title, method of instruction, course advisory, catalog description, student performance objectives, methods of evaluating student achievement, reading assignments, other assignments, content outline, and textbooks.
  - 1) Action on Prerequisite = BIO 005 with a grade of “C” or better.

It was moved by Máire Morinec and seconded by Christine Ducoing to approve action on the prerequisite. The motion carried unanimously.

- 2) Action on course.

It was moved by Máire Morinec and seconded by Erika Nelson to approve action on the course.

Máire Morinec was concerned that the class size should be 35. The Curriculum Office will review class size.

Erin Duane was concerned that Section 10 and Section 13 did not have sufficient or appropriate information specific to each section.

It was moved by Christine Ducoing and seconded by Erika Nelson to table action on the course. The motion to table carried unanimously.

- r. (CP-09-421) NURS 054 – Maternal-Child Nursing – Change in total weekly hours, method of instruction, student performance objectives, content outline, and textbook.
  - 1) Action on Revalidation: Prerequisite = NURS 050A&B, NURS 052, HUDV 070, and NUTR 010 with grades of “C” or better; Corequisite = NURS 058.

It was moved by Máire Morinec and seconded by Lynn Denham-Martin to approve action on the revalidation. The motion carried unanimously.

- 2) Action on course.

It was moved by Máire Morinec and seconded by Lynn Denham-Martin to approve action on the course.

Christine Ducoing recommended removing the Course Advisory since the prerequisite covers the information. The committee agreed with the recommendation.

Leslie Rota recommended the following change: Section 5b, Weekly Hours, should be; 5 Lecture + 0 Activities + 15 Lab (Category 2) + 0 By Arrangement = 20 Total weekly Hours. The committee agreed with the recommendation.

The motion carried unanimously with recommended change.

- s. (CP-09-422) NURS 055 – Nursing of Adults I – Change in total weekly hours, method of instruction, student performance objectives, methods of evaluating student achievement, writing assignments, other assignments, content outline, and textbooks.
  - 1) Action on Revalidation: Prerequisite = Completion of NURS 050A&B, 052, HUDV 070, and NUTR 010 with grades of “C” or better; Corequisite = NURS 058.

It was moved by Christine Ducoing and seconded by Erika Nelson to approve action on revalidation. The motion carried unanimously.

- 2) Action on course.

It was moved by Lynn Denham-Martin and seconded by Leslie Rota to approve action on the course.

Leslie Rota recommended the following change: Section 5b, Weekly Hours, should be; 5 Lecture + 0 Activities + 15 Lab (Category 2) + 0 By Arrangement = 20 Total weekly Hours. The committee agreed with the recommendation.

The motion carried unanimously with recommended change.

- t. (CP-09-423) NURS 060 – Nursing of Adults II/Medical-Surgical – Change in method of instruction, catalog description, student performance objectives, methods of evaluating student achievement, writing assignments, content outline, and textbook.
  - 1) Action on Revalidation: Prerequisite = NURS 054 & 055 and either PSYC 001, PSYC 002 or SOCS 022 with grades of “C” or better; Corequisite = NURS 058.

It was moved by Lynn Denham-Martin and seconded by Erika Nelson to approve action on the revalidation. The motion carried unanimously.

- 2) Action on course.

It was moved by Lynn Denham-Martin and seconded by Erika Nelson to approve action on the course.

Máire Morinec requested that the following change to Section 11, Methods of Evaluating Student Achievement (Computerized Testing): “Computerized Testing – Achieve 75% average on written NCLEX style exams. Testing may be computer based.”

The motion carried unanimously with agreed upon change.

- u. (CP-09-424) NURS 061 – Psychiatric and Mental Health Nursing – Change in total weekly hours, method of instruction, other catalog information, student performance objectives, reading assignments, writing assignments, other assignments, content outline, textbooks.
  - 1) Action on Revalidation: Prerequisite = NURS 054 & 055 and either PSYC 001, or PSYC 002 or SOCS 022 with grades of “C” or better.

It was moved by Christine Ducoing and seconded by Erika Nelson to approve action on revalidation. The motion carried unanimously.

- 2) Action on course.

It was moved by Máire Morinec and seconded by Lynn Denham-Martin to approve action on the course.

Máire Morinec recommended removing the Course Advisory since the prerequisite covers the information. The committee agreed with the recommendation.

Leslie Rota recommended the following change: Section 5b, Weekly Hours, should be; 5 Lecture + 0 Activities + 15 Lab (Category 2) + 0 By Arrangement = 20 Total weekly Hours. The committee agreed with the recommendation.

Máire Morinec requested that the following change to Section 11, Methods of Evaluating Student Achievement, Computer Based Testing (NCLEX Format): “Computerized Testing – Achieve 75% average on written NCLEX style exams. Testing may be computer based.”

Máire Morinec noted that under section 12a, Required Reading Assignments should be changed as follows: “Professional Journal Articles and up to 200 pages from textbook.” The committee agreed with change.

The motion carried unanimously with recommended changes.

- v. (CP-09-425) NURS 111 – Medical Terminology – Change in student performance objectives, reading assignments, and textbook.
  - 1) Action on course.

It was moved by Lynn Denham-Martin and seconded by Erika Nelson to approve action on the course. The motion carried unanimously.

### ***PROGRAM MAJOR MODIFICATIONS***

- a. (CP-09-426) Human Services – Change in required courses in major.
- b. (CP-09-427) Water and Wastewater – Change in required courses in major.

It was moved by Lynn Denham-Martin and seconded by Erika Nelson to approve the program major modifications a and b. The motion carried unanimously.

### ***COUNSELING/GUIDANCE AND DSP CURRICULUM REVIEW***

#### Curriculum Review Verification Form

- 1) (CP-09-428) Counseling Curriculum Review Verification Form

It was moved by Leslie Rota and seconded by Erika Nelson to approve the Counseling Curriculum Review Verification Form. The motion carried unanimously.

#### Course Deletions – (no attachments)

- a. (CP-09-429) COUN 071 – Student Athlete Academic Success Strategies
- b. (CP-09-430) COUN 510 – Matriculation Assessment/Orientation

It was moved by Leslie Rota and seconded by Erika Nelson to approve action on course deletions a and b. The motion carried unanimously.

## ***FINE AND APPLIED ARTS/BEHAVIORAL SCIENCE CURRICULUM REVIEW***

### Course Modifications Theatre Arts (THEA)

- a. (CP-09-431) THEA 004 – Stage Movement – Change in total weekly hours, repeatability, methods of evaluating student achievement, writing assignments, other assignments, and textbooks.
  - 1) Action on course.

It was moved by Leslie Rota and seconded by Erika Nelson to approve action on course. The motion carried unanimously.

### Program Major Modifications

- a. (CP-09-432) Interior Design – Change in required courses in major and major total units.

It was moved by Leslie Rota and seconded by Lynn Denham-Martin to approve program major modification for Interior Design. The motion carried unanimously.

### Curriculum Review Verification Forms

- a. (CP-09-433) Theatre Curriculum Review Verification Form

It was moved by Leslie Rota and seconded by Máire Morinec to approve the Theatre Curriculum Review Verification Form. The motion carried unanimously.

## ***REPORT FROM THE CHAIR***

Erin Duane gave a hand out on the program review cycle that had been presented at the September 22, 2009 meeting for information. The Academic Senate has requested that the Curriculum Committee give formal recommendation that the Academic Senate approve the Program Review Cycle.

Leslie Rota recommended that the Curriculum Review Cycle be brought forward to the committee along with the Program Review Cycle to ensure the cycles do not overlap for each division prior to a formal vote. The committee agreed to wait on the formal vote.

## ***REPORT FROM THE VICE PRESIDENT OF ACADEMIC AFFAIRS - None***

## ***REPORT FROM THE ARTICULATION OFFICER***

Robin Arie-Donch suggested that the committee have further training on curriculum topics.

Leslie Rota suggested that the committee review courses more closely for the Cross Cultural component. Leslie would like to review the information on requirements for Cross Cultural with the committee in the future.

## ***OTHER - None***

## ***OPEN DISCUSSION - None***

## ***ADJOURNMENT***

There being no further business to come before the committee, it was moved by Leslie Rota and seconded by Erika Nelson to adjourn at 3:10 p.m., to meet again December 8, 2009 at 1:30 p.m.

CCMinutes 12/01/09:km