

Solano Community College

Academic Senate
CURRICULUM COMMITTEE

MINUTES

Tuesday, February 9, 2010
1:30 p.m., Board Room

ROLL CALL

Present: Robin Arie-Donch; Jeff Cardinal; Lynn Denham-Martin; Christine Ducoing; Erin Farmer, Chair; Marianne Flatland; Máire Morinec; Lexi Parmer; Pei-Lin Van't Hul; and Luis Vazquez

Guests: Mary Mazzocco

Excused: Laura Maghoney; Leslie Rota; Sandra Rotenberg; Dr. Robin Steinback; and Teri Yumae

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.

Due to lack of quorum, Chair Erin Farmer appointed Robin Arie-Donch as Chair pro-tem until a quorum was established, to reorganize the committee to enable Erin Farmer to vote as the Humanities Division representative. Robin Arie-Donch welcomed the new members and introductions were made.

CONSENT ITEMS

It was moved by Máire Morinec and seconded by Marianne Flatland to approve the agenda. The motion carried unanimously.

APPROVAL OF MINUTES – (November 24, 2009, December 1, 2009, and December 8, 2009)

It was moved by Máire Morinec and seconded by Lynn Denham-Martin to approve the minutes of November 24, 2009. The motion carried unanimously.

It was moved by Christine Ducoing and seconded by Máire Morinec to approve the minutes of December 1, 2009. Robin Arie-Donch noted the following correction on page 2, 6th paragraph.

“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 recommended change. The motion carried unanimously.

It was moved by Lynn Denham-Martin and seconded by Máire Morinec to approve the minutes of December 8, 2009. The motion carried unanimously.

Robin Arie-Donch passed the chair back to Erin Farmer.

COURSE MODIFICATIONS

- a. (CP-10-) FIRE 113 – Wildland Firefighter Academy – Change in course number, units, total weekly hours, method of instruction, prerequisites, corequisites, course advisory, repeatability, catalog description, student performance objectives, methods of evaluating student achievement, reading assignments, content outline, and textbooks.
 - 1) Action on corequisite and prerequisite. Corequisite = Fire 60 Wildland Pyrophyte Taxonomy; prerequisite = (1) Fire 102 Fire Service Safety Practices, (2) Completion of FFIRE/PE 083 course or certificate of completion of the USDA Forest Service PACK physical agility test, (3) Proof of completion of English and Math placement examinations –and—a written plan of scheduling and completion (with timelines) of MATH 104 and ENGL 001 and all of their prerequisite courses, if any are applicable.

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

The committee made the following recommendations.

- Corequisite = Fire 60 Wildland Pyrophyte Taxonomy.
- Prerequisite = 1) Completion of Fire/PE 83 course or certificate of completion of the USDA Forest Service PACK physical agility test or C-PAT physical agility test. 2) Fire 128 Emergency Medical First Responder for the fire Services or American Red Cross First Responder for the Professional. 3) MATH 330 or equivalent; eligibility for ENGL 370.
- Course Advisory = Completion of ENGL 001
- If a written plan is going to be required, it was recommended that a discussion with the Counseling Office and Admissions and Records occur so there is a clear understanding of how this will be accomplished and documented for banner.

2) Action on course.

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

The committee made the following recommendations to the course.

- Condense 9a, Catalog Description to the following:

“This course presents the basic principles, and safety requirements and techniques of wild land fire protection, emergency situation leadership, fire prevention and mutual aid systems for federal wild land fire management and control personnel. This course is recommended for fire technology, forestry, conservation, public land stewards, wildlife preserve workers, and wildlife majors. Successful completion of this course will result in the student obtaining the nationally recognized seasonal fire fighting certificates required by the USDA Forest Service, the Bureau of Land Management, the National Park Service, the Bureau of Indian Affairs, and other federal firefighting agencies. Additionally, successful students will receive an EMT 212 Emergency Medical Technician (Basic) Certificate of Completion.
- Make a list of the other information listed in Section 9a, Catalog Description, and then move to Section 14b:

“The following National Wildfire Coordinating Group (NWCG) Lesson Plans, workbooks, videos/DVD’s and other learning adjuncts will be used by the students and instructors in order to be proficient in (1) Basic Wildland Fire Suppression Orientation, Introduction to Wild land Fire Behavior, Basic and Advanced Firefighter Training, Safety Procedures for “Lookouts, Communications, Escape Routes and Safety Zones,” e.g. LCES, Portable Pumps, Wild Land Fire Chain Saws, Introduction to the Incident Command System, Introduction to Wild Land Fire Prevention, Wild Land Fire Prevention, Wild Land Fire Cause Determination for First Responders, Leadership: Human Factors on the Fire line, and certification of having taken and passed the physical endurance/agility federal wild land fire agency approved ‘Pack Test’.”
- Add the following field trip statement to Section 9b: Field trips will be required.
- Provide a more specific statement as to the amount of required writing assignments in Section 12b.
- Delete the critical thinking statement in Section 13, Course Content Outline.

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

- b. (CP-10-) SOCS 022 – Ethnic, Racial and Minority Group Relations in Harmony and Conflict – Change in method of instruction and textbook. Add online form.
 - 1) Action on course.

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

It was recommended that the textbooks state classic, if an older edition, and that “or latest” be deleted. The committee agreed with the recommendation.

Robin Arie-Donch recommended that Section 7c, Course Advisory, state: “Eligibility for ENGL 001.”

Because there wasn’t a Division representative, the committee felt it would be best to table action so the Division may speak on the recommendation of the advisory change.

It was moved by Christine Ducoing and seconded by Lynn Denham-Martin to table action on the course. The motion to table carried unanimously.

MATH AND SCIENCE CURRICULUM REVIEW

Course Modifications Engineering

- a. (CP-10-) ENGR 001 – Introduction to Engineering – Change in method of instruction, other catalog information, methods of evaluating student achievement, and textbooks.
 - 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.

- b. (CP-10-) ENGR 045 – Properties of Materials – Change in method of instruction, other catalog information, content outline, and textbook.
 - 1) Action on revalidation = PHYS 006, CHEM 001.

It was moved by Christine Ducoing and seconded by Luis Vazquez to approve action on the revalidation.

Christine Ducoing recommended that Section 7c, Course Advisory, state: “Eligibility for ENGL 001.” The committee agreed with the recommendation.

- 2) Action on course.

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

Robin Arie-Donch recommended adding another textbook to the listing. No change was recommended by the committee.

The motion carried unanimously.

REPORT FROM THE CHAIR

Erin Farmer discussed the Committee Composition and Procedures.

COMMITTEE COMPOSITION AND PROCEDURES

Erin Farmer discussed with the committee the hand out on Composition and Purpose of the Curriculum Committee. Many of the items in the document are out dated and Erin will be bringing back to the committee recommended language for updating the document. Erin solicited input from the committee.

The committee also discussed including a Vocational Education Representative. Erin will include the Vocational Education Representative in the language she will be proposing; the committee will have the opportunity to discuss this further and the item will be placed on the agenda to be voted on for approval.

Erin Farmer is presenting the following to the committee: Due to the fact that the Chair of the committee is a non voting member, Erin recommends that there is a provision allowing another voting representative from the same division as the Chair. Erin will bring this back to the committee for approval at the next meeting scheduled for February 23, 2010.

It was recommended by Máire Morinec to also consider at this time, due to the fact that Dr. Steinback is out indefinitely, and that Leslie Rota will be filling in as the Vice President at the Committee Meetings, there should be another Division Dean Representative at the committee. The committee agreed that there should be another Dean at the committee meetings.

Erin Duane also recommended that the Division representatives find an alternative representative to cover in times of absence so the committee doesn't find itself without a quorum. The committee agreed with the recommendation.

Erin will also mention these issues and procedure changes to the Academic Senate.

REPORT FROM THE VICE PRESIDENT OF ACADEMIC AFFAIRS - None

REPORT FROM THE ARTICULATION OFFICER

Robin Arie-Donch gave handouts on: General Education – Option A and a Draft of Option A General Education and GPA Requirements for Associate Degree Title 5 Changes Effective Fall 2009.

Robin discussed the handouts with the committee.

OTHER

Robin Arie-Donch recommended having training on how to incorporate critical thinking into the course content outline and the student performance objectives.

It was recommended that criteria be developed in regards to the English standards listed in the course advisories and a training session provided so Committee expectations are clear.

Robin Arie-Donch shared with the committee that a change in how prerequisites are validated is being discussed as a change in Title 5. There is consideration to use content analysis for the approval of prerequisites. Robin will share information as it becomes available.

OPEN DISCUSSION

Pei-Lin shared that the College will plan to convert the data from Web CMS to CurricUNET, June 1st, 2010. During the summer, testing will be completed so that the system will be ready for fall 2010. The plan is to have training for the committee during the fall Flex Cal.

ADJOURNMENT

There being no further business to come before the committee, it was moved by Lynn Denham-Martin and seconded by Christine Ducoing to adjourn at 3:15 p.m., to meet again February 23, 2010 at 1:30 p.m.

CCMinutes 2/9/10:km