

Solano Community College

Academic Senate  
CURRICULUM COMMITTEE

**MINUTES**

Tuesday, May 11, 2010  
1:30 p.m., Board Room

**ROLL CALL**

Present: Robin Arie-Donch (filling in as a voting member for Marianne Flatland); Dr. Joe Conrad (filling in for Dean Rota); Lynn Denham-Martin; Christine Ducoing; Erin Farmer, Chair; Laura Maghoney; Mary Mazzocco; Máire Morinec; Lexi Parmer; Pei-Lin Van't Hul; Luis Vazquez; and Teri Yumae

Guests: Cheryl McDonald, Cosmetology

Excused: Jeff Cardinal, Marianne Flatland; Leslie Rota; 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.

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

Joe Conrad requested that item a2 be removed from consent to be approved as a separate agenda item by the committee.

The motion carried unanimously with requested change.

**CONSENT ITEMS**

- a. Dean Philip Andreini, Humanities Division and Dean Joseph Conrad, Math & Science Division confirmed the acceptance of the following:
  - 1) Use the California Early Assessment Program Supplemental English and Math test score for Math 002, 004, 011, 012, 030, 051, ENGL 001 and ENGL 062.
  - 2) Allowing students to use Math assessment result for Math 320, 330, 330A, 330B, and 104.
- b. MUSC 051 – Jazz and Popular Solo Voice – Unit error/Typographical error. Section K, General Course Information, no. 3, units, should be 1.5.

**APPROVAL OF MINUTES** – April 13, 2010 and April 27, 2010 (Attachment)

It was moved by Robin Arie-Donch and seconded by Lexi Parmer to approve the minutes of April 13, 2010. The motion carried unanimously.

It was moved by Lexi Parmer and seconded by Joe Conrad to approve the minutes of April 27, 2010.

Robin Arie-Donch requested the following change to Report from the Articulation Officer. Change third sentence to: "Robin noted that she is open to meeting with faculty on the Curriculum Committee on a one on one basis if needed." Delete the last sentence: "Lynn Denham-Martin asked if Robin could send an email to all faculty about her availability and the intent to have a workshop in the fall?" The committee agreed with the requested changes.

The motion carried unanimously.

## **REMOVED CONSENT ITEM**

- a. Dean Philip Andreini, Humanities Division and Dean Joseph Conrad, Math & Science Division confirmed the acceptance of the following:
  - 2) Allowing students to use Math assessment result for Math 320, 330, 330A, 330B, and 104

It was moved by Lynn Denham-Martin and seconded by Christine Ducoing to approve action on consent item a2.

Joe Conrad explained that what is written is a little too broad. There has been a problem with those students' who, for instance, have had Algebra 2 in high school; they complete their matriculation process as well as the assessment test, and the assessment test places the student at a course lower than the Algebra 2. The students believe that the assessment is correct; not their transcripts. The students will then try to register for say, Elementary Algebra; the student will be blocked from registering for the course because they have already taken it. The student can get approval from a counselor or a Dean, but gaining approval continues to get more difficult as the registration period comes to a close.

The approval of consent item a2 will allow the student to register for what the assessed level is, even if it is lower than the transcript level. This is basically for those students who would like to brush up on their Math skills. Joe shared that the Math department does not have a problem with students taking a lower course; it offers the student the opportunity to be better prepared for higher level courses. Robin Arie-Donch recommended that this option be placed in banner to say; "The assessment placement or lower." The committee agreed to allow students the option to register at the assessed level of Math.

The motion carried unanimously.

## **COURSE MODIFICATIONS** – Tabled from April 27, 2010

- a. (CP-10-139) COSM 175 – Cosmetology Education Practicum – Change in other catalog information and reading assignments.
  - 1) Action on course.

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

## **NEW COURSES**

- a. (CP-10-161) AERO 060 – Basic Aeronautical Science

It was moved by Christine Ducoing and seconded by Joe Conrad to approve action on the new course. The motion carried unanimously.

- b. (CP-10-162) AERO 062 – Aircraft Production Processes

It was moved by Lexi Parmer and seconded by Robin Arie-Donch to approve action on the new course. The motion carried unanimously.

- c. (CP-10-163) AERO 064 – Basic Aircraft Hydraulic & Pneumatic Systems

It was moved by Christine Ducoing and seconded by Robin Arie-Donch to approve action on the new course.

Laura Maghoney noted that Section 9a, Catalog Description should be changed as follows; "Presents the study of the fundamentals..." The committee agreed with the change.

The motion carried unanimously with agreed upon change.

- d. (CP-10-164) AERO 066 – Basic Aircraft Electrical Systems

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

Laura Maghoney noted that Section 9a, Catalog Description should be changed as follows; "Presents the study of the fundamentals..." The committee agreed with the change.

The motion carried unanimously with agreed upon change.

e. (CP-10-165) COSM 103B – Cosmetology V

It was moved by Mary Mazzocco and seconded by Lexi Parmer to approve action on the new course.

Máire Morinec noted that the SAM code needs to be changed to "C". It was noted that the SAM code should be an item that the committee always reviews when approving new courses. The committee agreed with the change.

The motion carried unanimously with agreed upon change.

### ***COURSE MODIFICATIONS***

a. (CP-10-166) COSM 103 – Cosmetology IV – Change in course number, units, course length, total weekly hours, prerequisites, course advisory, repeatability, catalog description, other catalog information, student performance objectives, reading assignments, other assignments, content outline, and textbooks.

1) Action on prerequisite = COSM 100, 101, 102.

It was moved by Christine Ducoing and seconded by Robin Arie-Donch to approve action on the prerequisites. The motion carried unanimously.

2) Action on course.

It was moved by Lexi Parmer and seconded by Luis Vazquez to approve action on the course. The motion carried unanimously.

b. (CP-10-167) FIRE 140 – Fire Tech Academy – Change in course number, course length, total weekly hours, method of instruction, prerequisites, catalog description, student performance objectives, methods of evaluating student achievement, content outline, and textbooks.

1) Action on prerequisite = FIRE 050; FIRE 113A; Fire 128 or EMT 212; Proof of Completion of FIRE/PE 083 or USFS PACK Test or C-Pat Test within the previous 12 month period; Completion and Submission of the Solano Community College FIRE 113B Fire Tech Academy Application including application guidelines, application form, personal biography.

It was moved by Lynn Denham-Martin and seconded by Laura Maghoney to approve action on the prerequisite. The motion carried unanimously.

2) Action on course.

It was moved by Máire Morinec and seconded by Lexi Parmer to approve action on the course. The motion carried unanimously.

c. (CP-10-168) PE 005E – Cardio Conditioning – Change in units and total weekly hours.

1) Action on course.

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

d. (CP-10-169) SOC 002 – Social Issues and Problems – Change in method of instruction. Add online form.

1) Action on course.

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

## **PROGRAM MAJOR MODIFICATIONS**

- a. (CP-10-170) Aeronautics: Airframe Maintenance Technician – Change in required courses in major.

It was moved by Máire Morinec and seconded by Joe Conrad to approve action on the program major modification. The motion carried unanimously.

- b. (CP-10-171) Aeronautics: Powerplant Maintenance Technician – Change in required courses in major.

It was moved by Luis Vazquez and seconded by Lexi Parmer to approve action on the program major modification. The motion carried unanimously.

- c. (CP-10-172) Cosmetology – Change in required courses in major and major total units.

It was moved by Lynn Denham-Martin and seconded by Laura Maghoney to approve action on the program major modification. The motion carried unanimously.

## **MATH AND SCIENCE CURRICULUM REVIEW**

### Course Modifications Horticulture

- a. (CP-10-173) HORT 030 – Landscape Design I – Change in prerequisites, other required assignments, and textbooks.
  - 1) Action on revalidation; prerequisite = A grade of “C” or better in HORT 006.

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

- 2) Action on course.

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

### Course Modifications Water/Wastewater

- a. (CP-10-174) WATR 102 – Sanitary Chemistry – Change in method of instruction and textbook.
  - 1) Action on revalidation; prerequisite = CHEM 160.

It was moved by Luis Vazquez and seconded by Lexi Parmer to approve action on the revalidation.

Teri Yumae noted that the prerequisite should say “CHEM 160 with a grade of “C” or better.” The committee agreed.

The motion carried unanimously.

- 2) Action on course.

It was moved by Lexi Parmer and seconded by Luis Vazquez to approve action on the course. The motion carried unanimously.

- b. (CP-10-175) WATR 108 – Water Treatment II – Change in catalog description and textbook.
  - 1) Action on revalidation; prerequisite = WATR 104.

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

Teri Yumae noted that the prerequisite should say “WATR 104 with a grade of “C” or better.” The committee agreed.

The motion carried unanimously with agreed upon change.

2) Action on course.

It was moved by Robin Arie-Donch and seconded by Joe Conrad to approve action on the course.

Joe Conrad noted that the course description states that this course will be offered for a minimum of 36 hours so that it can meet the State mandate for allowing this course to qualify for a certificate that qualifies the student for an Operator's license.

The motion carried unanimously.

- c. (CP-10-176) WATR 120 – Distribution Systems Maintenance – Change in method of instruction and textbook.
  - 1) Action on course.

It was moved by Luis Vazquez and seconded by Lexi Parmer to approve action on the course. The motion carried unanimously.

- d. (CP-10-177) WATR 121 – Collection Systems Maintenance – Change in method of instruction and textbooks.
  - 1) Action on course.

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

Curriculum Review Verification Forms

- a. (CP-10-178) Horticulture Curriculum Review Verification Form

It was moved by Christine Ducoing and seconded by Joe Conrad to approve action on the review verification form. The motion carried unanimously.

- b. (CP-10-179) Water and Wastewater Curriculum Review Verification Form

It was moved by Luis Vazquez and seconded by Christine Ducoing to approve action on the review verification form. The motion carried unanimously.

Revalidation of Prerequisites and/or Corequisites Only – (no changes – no attachments)

- a. (CP-10-180) WATR 105 – Wastewater Treatment II – Revalidate prerequisite of: WATR 100.
- b. (CP-10-181) WATR 112 – Wastewater Treatment III– Revalidate prerequisite of: WATR 105.

It was moved by Lexi Parmer and seconded by Luis Vazquez to approve revalidation of a and b (WATR 105 and WATR 112). The motion carried unanimously.

**REPORT FROM THE CHAIR**

Erin Farmer shared that CurricUNET data conversion will be occurring soon. It was recommended that the Divisions keep copies of all their work. There will be two days of training offered by CurricUNET. The first day will be offered for the Curriculum Office and the second day will be offered for the Committee and any other faculty and staff who would like to learn CurricUNET.

The committee agreed to tentatively meet on Thursday, August 12<sup>th</sup>, 8:00 a.m. – 12:00 p.m. for CurricUNET training; location to be determined. Lynn Denham-Martin recommended that the training be listed on the Flex Cal Calendar.

Erin Farmer would like the committee to consider an informal proposal to make the Articulation Officer a voting member of the Curriculum Committee instead of ex-officio, as it is now. Erin has data from 2005/2006 through 2008/2009 that shows how many colleges have a voting Articulation Officer on their committees. Erin will forward the statistic attachment to the committee. This item will be addressed and voted on at the next committee meeting in August and then a recommendation will need to be forwarded to the Academic Senate for approval of the committee structure.

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

***REPORT FROM THE ARTICULATION OFFICER***

Robin Arie-Donch shared that the College will have a Preview Day on August 11<sup>th</sup> and noted that if anyone would like to set up a table, they are welcome to do so; just notify the Counseling Office.

***OTHER***

***OPEN DISCUSSION***

***ADJOURNMENT***

There being no further business to come before the committee, it was moved by Máire Morinec and seconded by Luis Vazquez to adjourn at 3:00 p.m., to meet again August 24 at 1:30 p.m.

CCMinutes 5/11/10:km