

Solano Community College
Academic Senate
CURRICULUM COMMITTEE

MINUTES

Tuesday, January 25, 2011
1:30 p.m., Room 501

1. ROLL CALL

Erin Duane called the meeting to order at 1:42 pm

Present: Curtiss Brown, Joe Conrad, Lynn Denham-Martin, Erin Duane (Chair), Jeff Lamb, Carl Ogden, Leslie Rota, Brenda Tucker, Pei-Lin Van't Hul, Teri Yumae, Tina Abbate, Michelle Anderson (Student Rep), Jaezzel Gomez-Jamera (Student Rep)

Guests:

Excused: Robin Arie-Donch, Mère Morinec

Erin welcomed Brenda Tucker, the new counseling representative for this semester

2. APPROVAL OF AGENDA

It was moved by Jeff Lamb and seconded by Lynn Denham-Martin to approve the agenda.

Discussion: Erin Duane requested that item 8 courses without completed Distance Education forms be tabled. That includes all the course modifications except "i" & "l".

The motion to approve the agenda was carried unanimously as amended.

3. CONSENT ITEMS (*none*)

4. APPROVAL OF MINUTES – November 30, 2010 & December 14, 2010

It was moved by Jeff Lamb and seconded by Carl Ogden to approve the minutes of November 30, 2010, and December 14, 2010.

The motion was carried unanimously.

5. ACTION ITEMS

6. NEW COURSES (*none*)

7. COURSE MODIFICATIONS (*none*)

8. CURRICULUM REVIEW – COURSE MODIFICATIONS

a. (CP11-001) CIS 001 Introduction to Computer Science

1). Action on course. Tabled

b. (CP11-002) CIS 015 Programming in Visual Basic.NET

1). Action on course. Tabled

c. (CP11-003) CIS 022 Introduction to Programming

1). Action on course. Tabled

d. (CP11-004) CIS 023 Data Structures and Algorithms

1). Action on course. Tabled

- e. (CP11-005) CIS 025 FORTRAN Programming
1). Action on course. Tabled
- f. (CP11-006) CIS 035 Introduction to Java Programming
1). Action on course. Tabled
- g. ((CP11-007) CIS 060 Introduction to the Internet
1). Action on course. Tabled
- h. (CP11-008) CIS 061 Creating Web Pages
1). Action on course. Tabled
- i. (CP11-009) CIS 066 Microsoft Word
1). Action on course.
M: Carl Ogden
S: Jeff Lamb
Items discussed:

There was a series of questions relating to all of these course modifications. Division planning is not on the course modification plan. That hasn't been straightened out with CurricuNet yet but the course modification should start with section K and move from there and the course justification should be on the new course. Because it's there people are filling it out but division planning has been done and doesn't really need to be looked at again in regards to justification. Until CurricuNet has this fixed, the person creating course modifications should really be starting with section K and proceeding from there. JL looking at chairs/whiteboard etc. supplies were replaced. None of which will require a huge expense . . . How does this work with division wish list for planning? Leslie Rota responded to a query regarding supplies expense and wish list planning that it should get PERKINS money. It's in operational proposal and three-year planning. However, just because it is in planning doesn't mean it will happen and it is appropriate to bring it here. Pei-Lin pointed out the check list shows they took it out. Those courses were submitted prior to the modification. Joe Conrad queried if approved will it include that? Pei-Lin stated it will because it was included in that. Joe Conrad shared Jeff Lamb's concern that new equipment will be required for this course and giving a stamp of approval on something that potentially is not going to happen. Jeff Lamb recommend sending a note back to dean to inquire as to what is division's intent: to not have these courses offered until new equipment is acquired; if so, plan for sure to identify money sources, or; if they're not going to, the solution would be to cut that part out. He added that cutting it out might not be the solution and maybe it's actually their intent. Erin Duane clarified that the course modification should start at section K and the minutes can serve as evidence that the committee approves it as a regular course modification starting with the section K. Leslie Rota preferred to take it out of this and take it out of the rest of the courses also. Pei-Lin Van't Hul pointed out that an email from the dean is needed stating "Please remove section J material from all courses listed". It was agreed that applies to all the courses. Pei-Lin has the forms and it is easier to have her fill them out. It was agreed to approve with the provision that Pei-Lin receives an email from the dean to remove section J for modification on any course. If referring to SLO they send it to Tracy.

Remove Division Planning pending email from Dean

Pei-Lin stated an email is needed from the Dean "Please remove section J material from all courses listed".

Friendly amendment to the advisories: add minimum standards on each course; acronyms need to be spelled out at least once, and; remove section J.

A: Approved.

The motion was carried unanimously with agreed upon changes.

- j. (CP11-010) CIS 073 Microsoft Excel
 - 1). Action on course. Tabled
- k. (CP11-011) CIS 089 Essential Networking Technologies
 - 1). Action on course. Tabled
- l. (CP11-012) CIS 090 Introduction to PowerPoint
 - 1). Action on course.
 - M: Carl Ogden
 - S: Joe Conrad

Items discussed: Erin Duane noted that many acronyms are used (though not so much in this course) and should be spelled out at least once. It was agreed that this should be recommended to authors. Jeff Lamb pointed out that all other courses have English and Math minimum standards and questioned the reason this course doesn't. Leslie Rota opined it probably wasn't checked. Minimum standards are eligibility for English 370 and Math 330 and they should be on all courses. CIS Course advisors would need to add that requirement. It is an advisory standard here across the board and can be on the bullet list next to instruction. Jeff Lamb also noted that the base has been 30 wpm for most things. Pei-Lin reported that some changes were put in by CurricuNet and they've tried to correct some of those errors.

Friendly amendment to the advisories: Add minimum standards on each course; acronyms need to be spelled out at least once; add 30 wpm to prerequisites, and; remove section J.

A: Approved

The motion was carried unanimously with approved changes.

- m. (CP11-013) CIS 100 Fast Track Introduction to Computers
 - 1). Action on course. Tabled

8. NEW/REVISED CREDIT PROGRAMS OR CERTIFICATE PROGRAMS (none)

9. MAJOR DELETIONS (none)

10. REPORT FROM THE CHAIR – Erin Duane

Erin Duane sent an email today explaining the status of prerequisites at the statewide level. She reported that interesting conversations and actions are happening in an effort to get Title 5 language changed regarding prerequisite implementation. She plans to question the Senate about what kind of discussion should be initiated. At the next meeting Robin Arie-Donch can share some information on it. Erin Duane summarized that the proposed changes went to the California Board of Governors on January 11, and the plan is to get this change to Title 5 approved by the end of this academic year.

Leslie Rota noted that in general they're going back to the way it used to be. Originally, it was a simple matter of just adding it on. Later, to add a prerequisite from another discipline, it went through content review, and then researched validation had to show the need. Validation was not available to prove that, the process was laborious and didn't work, so no one was doing that. Prior to that rule people didn't add prerequisites, not for pedagogical reasons, but rather because it really affected their

enrollments. This current change would allow adding a prerequisite on a course based on content review by showing why a student would need the prerequisite to pass another course. Validation research would not be required. The statewide Academic Senate and others show that students aren't being helped by having prerequisites and are now saying that was a failed plan. While EVP Reyes had expressed concern that some added prerequisites might challenge students' ability to progress in coursework, Leslie Rota explained she is not as concerned because the committee takes a rigorous look at content review, what kind of standards to set, and possible adverse effects from adding prerequisites. Leslie opined that the Board of Governors will likely pass this.

Jeff Lamb noted that the focus is going from access to success. There are a couple of good Senate papers on the topic. This makes it local to add a disciplinary prerequisite. Leslie Rota added that this committee will really need to have some discussion about content review. Everyone will need to know what the expectation is when they bring a prerequisite forward. The Academic Senate will be driving what happens on the campus and we'll be following their direction. Erin Duane received the state Academic Senate President's update email which had some interesting information on SB 1440. It stated that because of excellent progress made in January they will release detailed information to colleges including a calendar of roll-out dates for disciplines and their transfer model curriculum. An explanation of their approval process needs a deadline. Instructions for local action haven't been received yet. The State Academic Senate is establishing official names for degrees for transfer. Leslie Rota expects the big question locally will be whether departments will want two degrees. queried why such a huge amount of effort is being expended for a very small percent that this will affect. Leslie Rota responded to queries as to why such a huge amount of effort is being expended for a small percent of students that the hope is to increase that number. Pei-Lin received emails from the Chancellor's office on training session webinars that will be held and she will send the information to anyone who requests it. Leslie noted Solano has very few non-credit courses. Contract Ed is not necessarily non-credit either. We do get some apportionment for it but it's free to students who have to sign up for it like a regular class when they're enrolled, but it works differently than a credit course. With all the current cutbacks there is really no point to add more to the curriculum that couldn't be funded. Jeff Lamb added that the success workshops he's organizing will be non-credit apportionment. Erin Duane clarified that not every degree has to be a 1440. Leslie Rota stated that courses can be planned right and transfer. This may just add to the number of degrees that community colleges have which would help retain students. Jeff Lamb added that an obstacle is created for students going beyond the core when it takes three years to get an Associate's Degree. Leslie Rota explained it can be dual track, like in the art department. If someone is going to get an Associate's degree and they take a lot of art courses to hone their skills where in a transfer they're going to get this in another division, but if they're not going to transfer, they really need to stay here and complete those courses. It's tough to know. When it is known what courses are a part of the degrees, those will be offered. Some Solano College degrees have more courses in them. Would two degrees in psychology be available or would some courses be eliminated because they wouldn't be needed anymore? Leslie Rota noted that the university degree was really to take the place of the liberal arts degree. AB1440 is really directed at more specific content area. This should make it easier for students, but not so sure how it will all work out.

**11. REPORT FROM THE EXECUTIVE VICE PRESIDENT OF ACADEMIC & STUDENT AFFAIRS
(Designee: Dean Leslie Rota)**

No report

12. REPORT FROM THE ARTICULATION OFFICER – Arie-Donch

Absent – no report

13. OTHER

14. OPEN DISCUSSION

Joe Conrad requested confirmation that the two curriculum review course modifications that were approved (i & l) included the course advisory changes.

Leslie Rota requested members who will not be their division rep next fall start to find someone now so they can check their fall schedule and know they can be available.

15. ADJOURNMENT

There being no further business to come before the committee, it was moved by Carl Ogden and seconded by Jeff Lamb to adjourn at 2:39 p.m.