

Solano Community College
Academic Senate
CURRICULUM COMMITTEE
Adopted Minutes

Tuesday, October 11, 2011
1:30 p.m., Room 505

1. ROLL CALL

Chair Joe Conrad called the meeting to order at 1:38 pm.

Robin Arie-Donch, Curtiss Brown, Joe Conrad (Chair), Erin Duane, Marianne Flatland, Betsy Julian, Maire Morinec, Pei-Lin Van't Hul, Teri Yumae, Margherita Molnar, Connie Adams, Latifah Alexander (Student Rep)
Absent/Excused: Carl Ogden, Joanna Tanaka (Student Rep), Arturo Reyes, EVP

2. 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.

M: Robin Arie-Donch

S: Curtiss Brown

A: Passed – Unanimous

3. CONSENT ITEMS (none)

4. APPROVAL OF MINUTES – September 27, 2011 (attachment)

M: Maire Morinec

S: Robin Arie-Donch

Discussion: Robin requested the following corrections: Item 13 a, 2nd sentence “. . . raise the standards to better qualify students for succeeding in UC transferable courses; strike the 4th sentence and; “She pointed out . . . advisory should at least clue them in and define what minimum English and math standards mean.”

A: Passed as amended – Unanimous

5. ACTION ITEMS

a. Proposed Curriculum Committee Composition - Re-organization (see attached)

Joe reported that he and Pei-Lin created a tentative proposal based on previous Committee discussions. The reorganization proposal includes: two representatives per school; two deans; one student services rep; articulation officer, and; LRC rep. The Committee has not decided whether a DE representative should be included. Student representatives are currently voting members. The Academic Senate discussed the DE reorganization at their last meeting and objected to the DE Committee adding two students as voting members. They reasoned that because Senate cannot include students as voting members, then DE, as a subcommittee of the Senate, cannot include them. However, students could be included as members who can vote in an advisory capacity, in the same way as the student trustee on the Governing Board. The DE Committee Chair thought that change of student reps from voting to advisory members would be approved by the DE Committee. Joe sent a general question to 112 California community colleges and received only 6 responses and all stated they have a single student as a voting member and added their experience has been that student members rarely showed up to meetings. Joe noted that students at Solano regularly attend meetings and he would argue they remain voting members if the Committee were to make that decision. A decision also needs to be made regarding whether DE representation should be on the Committee or advisory as needed. Another item to consider would be retaining current Committee members in the appropriate school spots as one year terms and fill open spots with two year term representatives.

Betsy queried how often contentious voting has taken place in the Committee. Robin replied rarely, although years ago it took a semester of discussion on general education changes which culminated with the chair breaking a tie vote. Betsy noted the variance of faculty in the School of Liberal Arts and the School of HP&D and suggested that two reps per school would not proportionally represent faculty and courses. Joe responded that after much discussion, the Senate agreed on equal representation per school. Maire commented that, although HPD is proportionally smaller, the impact is no less great. All students have to take courses in that school which would also like to offer more courses and have more faculty. Maire also expressed some concern about retaining Committee members as it needs to be opened up to the Schools to decide. Joe will recommend schools choose individuals from different discipline groups and their directive would be to choose one and two year reps now. He agreed it should

be the schools' decisions but also hoped members won't be removed if they're willing to serve. After this reorganization, half of the reps will be elected each year as has been the practice.

Maire pointed out that a DE rep would have to attend DE, Curriculum, and also division meetings.

Marianne reported her constituents decided that a DE rep is unnecessary on the Committee, as members are all monitoring the courses. Robin agreed that there are enough checks and balances already for DE courses. Joe concluded that the DE process is working smoothly overall and the extra meeting requirements would be difficult. Carl had reported to Joe that opinion is mixed in his school, and the resolution would be to invite the DE chair or representative to a meeting when their viewpoint is needed. Members agreed to strike the DE rep from the proposal.

Joe moved on to student reps and queried if members want to change them to advisory voters, which would change quorum necessities but leave students with a voice. Latifah stated she would be comfortable expressing her opinion as an advisory vote. Robin noted the fact that the Academic Senate felt strongly about this matter, the Committee would need good justification to debate what they are recommending. (Latifah reported that Joanna is no longer on the Committee as a student rep.)

Motion to approve reorganization proposal as follows: chair (votes only in case of tie), 2 reps from each school, 2 deans, student services rep, artic officer, LRC rep, 2 student advisory vote reps, EVP of AA & SS – ex-officio, Curriculum Analyst – ex-officio.

M: Betsy Julian

S: Marianne Flatland

A: Passed – Unanimous

Joe reiterated that part of recommendation would be two faculty members from different disciplines in each school as one-year and two-year representatives.

6. NEW COURSES (*none*)

7. COURSE MODIFICATIONS (*none*)

8. CURRICULUM REVIEW – COURSE MODIFICATIONS

a. (CP11-082) ECON 001 Principles of Economics (Macroeconomics)

Changes in course content, assessments and textbooks

1). Action on course

M: Maire Morinec

S: Marianne Flatland

Discussion: Marianne would like to see two texts to choose from rather than one updated text. Joe responded that what is listed, they don't have to use. Robin clarified that there used to be at least two texts listed but that has moved towards one updated text. Joe noted there is one text chosen for some math classes, e.g. calculus, so that adjuncts don't choose whatever they want. Maire added that economics sections use one also.

Betsy requested the last statement in the catalog description be made a complete sentence by addition of a verb. Robin recommended a reading advisory for this sophisticated course so students can understand and analyze what they're reading. Marianne agreed and confirmed that it is a hard course. Joe suggested the course could be approved as is with a recommendation to consider a reading advisory. Robin and Marianne concurred that many students don't realize the content of Economics and other classes and that while they may do well on a multiple choice assessment, their reading level and comprehension may be much lower. Robin added that the English department has discussed reading level needs for some time. Maire pointed out that some students may receive an A in English yet couldn't read or comprehend the textbooks. Joe agreed that reading advisories should be considered for reading intensive courses. Pei-Lin reported that proposals for English I pre-requisites will be coming up in the spring and courses will be submitted for curriculum review. Robin noted this still doesn't address reading. English I and II completion doesn't mean the student graduates at college reading level.

A: Passed as amended - Unanimous

b. (CP11-083) ECON 002 Principles of Economics (Microeconomics)

Changes in course content, assessments and textbooks

1). Action on course

M: Betsy Julian

S: Curtiss Brown

Discussion: correct sentence as in Item 8 a.

Pei-Lin will notify members when technical issues are fixed so they can approve the courses approved today.

A: Passed as amended – Unanimous

c. (CP11-084) ECON 010 Global Economics

Changes in course content, assessments and textbooks

1). Action on course

M: Maire Morinec

S: Curtiss Brown

Discussion: same changes as above.

A: Passed as amended - Unanimous

Tabled Items for Action: Tabled from September 13, 2011 Meeting Date

d. (CP11-069) KINE 003D Beginning Judo (Tabled 9/13)

Changes in Course name, Assessment techniques, Textbook,

1). Action on course

M: Maire Morinec

S: Robin Arie-Donch

Discussion: These courses were sent back for repeated use of the word “appreciate”, typos, repeatability has been rewritten, and writing assignment specifics redone. Pei-Lin will complete needed changes with CurricUNET.

A: Passed – Unanimous

e. (CP11-070) KINE 004A Beginning Contemporary Modern Dance (Tabled 9/13)

Changes in Course name, Assessment techniques, Textbook,

1). Action on course

M: Teri Yumae

S: Robin Arie-Donch

Discussion: similar issues as in item 8 d have been revised.

A: Passed – Unanimous

f. CP11-072) KINE 005D Circuit Training (Tabled 9/13)

Changes in Course name, Assessment techniques, Textbook,

1). Action on course

M: Maire Morinec

S: Teri Yumae

Discussion: corrections were made as in item 8 d & e. Betsy noted the maximum course hours should be 2.5 as well as correction of sentence structure under the catalogue description.

A: Passed – Unanimous

g. (CP11-073) KINE 005G Off-Season Athletic Conditioning (Tabled 9/13)

Changes in Course name, Assessment techniques, Textbook,

1). Action on course

M: Maire Morinec

S: Curtiss Brown

Discussion: Complete sentence as in above courses. Joe read a statement from the State Senate that many colleges use phrases rather than complete sentences to save space. It is important to be uniform and some members noted

they prefer complete sentences.

9. NEW/REVISED CREDIT PROGRAMS OR CERTIFICATE PROGRAMS (*none*)

10. MAJOR DELETIONS (*none*)

11. REPORT FROM THE CHAIR

a. Minimum standards discussion

Joe reminded members that previous discussion included implementing changes to define Solano College minimum standards in the catalogue. He reported the response from catalogue staff concluded it would be an unworkable solution, as the entire catalogue would have to be redone. The current blank non-descript description changes only a small area of the catalogue. To help faculty when adding course prerequisites on CurricUNET, Pei-Lin could use a descriptive notation. More discussion ensued on how to add descriptions more frequently where faculty and students would see it. Joe suggested that a “minimum standards” electronic link be added which would link to the definition, but Pei-Lin replied that it would have to be done manually. The discussion culminated with Pei-Lin’s offer to add the information in the footer to the catalogue pages.

12. REPORT FROM THE EXECUTIVE VICE PRESIDENT OF ACADEMIC & STUDENT AFFAIRS

No report

13. REPORT FROM THE ARTICULATION OFFICER

a. Introduction to ASSIST

Once again, some members were absent for the training. Robin offered to work individually or in small groups as people request. Joe suggested that at the next meeting, the Committee could approve moving the ASSIST introduction up on the agenda, when everyone is available to participate. It is a necessary tool to use regarding transferable courses.

14. OTHER

15. OPEN DISCUSSION

16. ADJOURNMENT

M: Robin Arie-Donch

S: Teri Yumae

A: Passed – Unanimous

The meeting was adjourned at 3:13 pm.