

Solano Community College  
Academic Senate  
CURRICULUM COMMITTEE  
**Adopted Minutes**

Tuesday, September 25, 2012

1:30 p.m., Room 503

**1. ROLL CALL**

Debra Berrett, Curtiss Brown, Joe Conrad (Chair), Lynn Denham-Martin, Erin Farmer, Jeffrey Lamb, Erin Moore, Maire Morinec, Randy Robertson, Teri Yumae, Tina Abbate, Connie Adams,  
Absent/Excused: Robin Arie-Donch, Erin Duane, Marianne Flatland, Margherita Molnar, Charlene Ott (Student Rep)  
Guests: Dale Crandall-Bear, Lily Espinosa

**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: Lynn Denham-Martin

S: Debra Berrett

Discussion: Joe explained that the following consent items are a massive amount of program changes from course deletions on September 11. There are a few more program changes in process. Program proposals are in CurricUNET. World History 7a should read "1600" rather than "1750". Erin Moore pointed out that modifications and deletions will not show up in CurricUNET until after approval by the Board of Trustees (Oct. 17) and the Chancellor's Office. Erin asked members to inform their constituents.

A: Passed - Unanimous

**3. CONSENT ITEMS**

- a. Program modifications resulting from 2012 – 13 Resolution 1: Course Deletions Identified through the SLO Process:

Airframe Technician: AS and CA

Powerplant Maintenance Technician: AS and CA

Science: AA

Business/General: AS and CA

Computer Applications Specialist: Job-Direct Certificate

Home-Based Computing: Job-Direct Certificate

Microcomputer Applications: AS and CA

Web Development and Administration: AS and CA

Criminal Justice – Corrections: AS and CA

Criminal Justice – Law Enforcement: AS and CA

Cosmetology: AS

Interdisciplinary Studies – Arts and Humanities: AS

Interdisciplinary Studies – Social Sciences: AS

Survey Technician: AS

Foreign Languages/General: AA

Foreign Languages/Individual: AA

History: AA

Human Services: AA and CA

International Relations: AA

Retail Management: AS and CA

Small Business Management: AS and CA

Marketing: AS and CA

Physics: AS

Ethnic Studies: AA

Theatre Arts: AA

University Studies/Liberal Arts for Elementary Teachers: AA

University Studies/Science and Quantification: AA

- b. Program Deletions resulting from 2012 – 13 Resolution 1: Course Deletions Identified through the SLO Process:

Avionics: AS and CA  
Nail Technician: Job-Direct Certificate  
Pre-Fire Technician: Job-Direct Certificate

**4. APPROVAL OF MINUTES** – September 11, 2012 (attachment)

M: Lynn Denham-Martin

S: Maire Morinec

Corrections: Maire Morinec and Teri Yumae were in attendance.

A: Passed as amended – Unanimous

**5. ACTION ITEMS**

**6. NEW COURSES**

**7. COURSE MODIFICATIONS**

Dale explained that there has been correspondence, especially from UCs, regarding articulation. The History modifications address very specific changes they need to see. The timeline is urgent so that courses aren't taken off the list.

- a. (CP12–116) HIST 002 World History to 1600

Student Performance Objectives, Assessments, Textbooks

- 1) Action on the course

M: Jeff Lamb

S: Maire Morinec

Discussion: Dale reported that research paper assignments are optional because students cannot be required to write papers without an English pre-requisite. Dale and Committee members agreed it would be best to remove the word "research" from 11.4. Removal would not prevent research. Erin Farmer suggested adding "at the instructor's discretion an additional paper or essay on outside reading, 4-6 pages" would clarify that it would be an option for instructors and not students. Upon agreement, Joe amended the wording. Regarding Part 4, Dale explained that the general history content covers to 1600, but it is not uncommon in history to have some overlap, and mention of 1750 in the content outline does not need to be changed there, but only in the title. Joe pointed out that SLOs cannot be adjusted in modifications, so Dale added new SLOs under 10b – Student Performance Objectives. Joe or Erin Moore will move them to 10a later.

A: Passed as amended - Unanimous

- b. (CP12–117) HIST 003 Modern World History

Student Performance Objectives, Assessments, Content Outline, Textbooks

- 1) Action on the course

M: Jeff Lamb

S: Debra Berrett

Discussion: Dale reconstructed the content outline. Under 11.4 Joe amended it to read "at the instructor's discretion an additional paper or essay on outside reading, 4-6 pages" as discussed in 7a. There was a discussion about establishing an English prerequisite. Previously, prerequisites had to have statistical validation to be enacted. Statewide changes that went into effect last year allow content review as the basis for establishing a prerequisite, but some statistical analysis is still required. In order to implement that Board policy would have to be changed. Joe considered that, with data from Peter Cammish, a pilot group with an English 1 pre-requisite might eventually be possible. Board policy should be reviewed but this would be an item of future business. Joe has been watching for a policy template to cover that. The up-coming State Curriculum agenda will include pre-requisites, so he may have an update soon. Joe added it can be a Catch 22 because there would have to be a sufficient number of

sections offered which could diminish the pool of students, at least in the first semester, and schools need to offer adequate resources for pre-requisites.

A: Passed as amended – Unanimous

c. (CP12–118) HIST 004 History of Western Civilization to 1500

Student Performance Objectives, Assessments, Textbooks

1) Action on the course

M: Jeff Lamb

S: Lynn Denham-Martin

Discussion: Under 11.4 Joe amended it to read “at the instructor’s discretion an additional paper or essay on outside reading, 4-6 pages” as discussed in 7a. The few typos will be adjusted in Tech Review

A: Passed as amended – Unanimous

d. (CP12–119) HIST 005 History of Western Civilization Since 1500

Student Performance Objectives, Assessments, Content Outline, Textbooks

1) Action on the course

M: Maire Morinec

S: Lynn Denham-Martin

Discussion: Under 11.4 Joe amended it to read “at the instructor’s discretion an additional paper or essay on outside reading, 4-6 pages” as discussed in 7a.

A: Passed as amended - Unanimous

e. (CP12–120) HIST 017 History of the United States to 1865

Catalog Description, Student Performance Objectives, Assessments, Content Outline, Textbooks

1) Action on the course

M: Jeff Lamb

S: Lynn Denham-Martin

Discussion: Under 11.4 Joe amended it to read “at the instructor’s discretion an additional paper or essay on outside reading, 4-6 pages” as discussed in 7a. Joe reported an item came up in tech review under additional assessment information to change “in-person” to “in proctored setting” whether for online or face-to-face. Diane agreed and Joe changed it. Diane also listed example texts and other references there, because her impression from UC was that they want that based on preliminary review and approval by someone from UC. Dale explained that Robin Arie-Donch took the modification to UC for their assessment and they said it was fine. Jeff opined that would not set a precedent but it is redundant. Dale added that UC sent sample outlines and that extra listing was appropriate. Jeff responded that they may not have other sections for textbooks or readings on their forms and it’s unfortunate to get down to that minutia. Dale replied that UC history departments are getting that way and he reiterated that it may not be the same for other departments but this is what they approved for history. Joe added that different UCs may not agree with what is in a particular course. Dale reported that Robin has been working on what is satisfactory for the whole UC system. The common course outline for CSUs is an example of working towards consistency.

A: Passed as amended - Unanimous

f. (CP12–121) HIST 018 History of the United States from 1865

Catalog Description, Student Performance Objectives, Assessments, Content Outline, Textbooks

1) Action on the course

M: Maire Morinec

S: Lynn Denham-Martin

Discussion: Under 11.4 Joe amended it to read “at the instructor’s discretion an additional paper or essay on outside reading, 4-6 pages” as discussed in 7a. The course outline changed in form and not content. Jeff noted the Tragedy of Vietnam textbook should be updated to the 2011 fourth edition. Maire queried if “lecture” means faculty have to spend three hours a week on each topic. Dale responded that there could be variety of activities and had decided it doesn’t imply three hours a week. Maire asked if “lecture” could be taken out as a heading under Course Content. Agreement was to remove that heading. Joe pointed out that the Ed Code or Title 5 does not say that course content has to be in outline format.

A: Passed as amended – Unanimous

**8. CURRICULUM REVIEW – COURSE MODIFICATIONS**

**9. NEW/REVISED CREDIT PROGRAMS OR CERTIFICATE PROGRAMS**

**10. MAJOR DELETIONS**

**11. REPORT FROM THE CHAIR**

Joe reported that repeatability issues will be discussed at the October 13 regional Curriculum meeting at Consumnes River College. He also reminded the Committee that approval of all the program changes from deletions is not needed because the resolution for deletions was passed.

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

No report

**13. REPORT FROM THE ARTICULATION OFFICER**

No report

**14. OTHER**

**15. OPEN DISCUSSION**

**16. ADJOURNMENT**

M: Lynn Denham-Martine

S: Maire Morinec

A: Passed – Unanimous

The meeting adjourned at 2:51 p.m.