

Solano Community College  
Academic Senate  
CURRICULUM COMMITTEE  
**Adopted Minutes**  
Tuesday, December 11, 2012  
1:30 p.m., Room 503

**1. ROLL CALL**

Robin Arie-Donch, Debra Berrett, Curtiss Brown, Joe Conrad (Chair), Lynn Denham-Martin, Erin Duane, Erin Farmer, Marianne Flatland, Patsy Itaya, Jeffrey Lamb, Erin Moore, Maire Morinec, Randy Robertson, Connie Adams  
Absent/Excused: Teri Yumae, Tina Abbate, Charlene Ott (Student Rep), Anthony Salazar (Student Rep)  
Guests: Gale Anderson, Ferdinanda Florence, Marylou Fracisco

**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: Curtiss Brown

S: Debra Berrett

Discussion: Joe reported that, due to incompleteness, items 8a-8f, 8j, and 8k will be tabled until the next meeting.

A: passed as amended – unanimous

**3. CONSENT ITEMS**

**4. APPROVAL OF MINUTES** – November 27, 2012 (attachment)

M: Lynn Denham-Martin

S: Robin Arie-Donch

Discussion: clarification corrections were discussed and made.

A: passed as amended – unanimous

**5. ACTION ITEMS**

a. Petition to amend class size form

M: Debra Berrett

S: Curtiss Brown

This item was discussed at the last meeting; changes were made; Joe sent the draft to Gene Thomas, Faculty Association President who requested the form require signatures from the Executive Vice President and Faculty Association President (both run the Workload Committee) rather than a dean and Workload Committee Chair; the form would also require sign-off by the Curriculum Committee Chair as originally noted.

A: passed – unanimous

b. Repeatability request form

M: Robin Arie-Donch

S: Maire Morinec

The only change made after discussion at the last meeting was removal of the duplicate Title 5 quote. The form would be used for courses instructors want to be repeatable. Under the new rules courses will not be repeatable unless they fall into one of the three categories for repeatability. Some courses will just need verification from the COR. If CSUs or UCs say a course has to be repeatable, Title 5 regulations require documentation that verifies that and the form would be used as part of that required documentation. Anyone could try to have a course repeatable. Joe confirmed that open entry/open exit variable unit courses can be taken until the unit maximum is achieved. The form will be found in My Solano Curriculum Committee resources link. Erin Moore suggested putting a note in the CurricUNET repeatability field “due to changes in Title 5, repeatability is subject to provisional approval.” Joe pointed out that once the new rules are officially approved schools will have 180 days to implement. Joe will share this information at the next Academic Senate at meeting.

A: passed – unanimous

**6. NEW COURSES**

## 7. **COURSE MODIFICATIONS**

- a. (CP12–165) MATH 112 Algebraic Reasoning (Tabled from 11-27)  
Units, Description, Objectives, Assessments, Content Outline, Textbooks
  - 1) Action on course

M: Maire Morinec

S: Marianne Flatland

Discussion: MATH 112 was tabled after discussion at the last meeting to investigate if it could become a prerequisite for stats. The state is not willing to include it for transfer in the GE pattern. Robin checked into this and was told stats must have intermediate algebra as a pre-requisite under the current regulation. A state-wide discussion is in process and things may change. Genele Rhoads would still like to do this course modification whether or not it turns into a prerequisite because the course meets AA requirements for Intermediate Algebra or equivalent. The course content changes make it a better course, more contextual, and more applied than MATH 104.

Maire raised concern that the Curriculum Committee is approving workload changes as this course changes to 4 category hours from 3.1. Joe responded that the contract only addresses class max changes and unit values have been changed many times without changing the instructor's load.

Genele added to the outline and level of difficulty and the Committee must decide if that is enough content to make unit changes. Maire also questioned the lab hours without a statement that "lab hours may be scheduled or TBA depending on the section. Joe pointed out that the statement "students are expected to complete that part of course" pertaining to lab scheduled as part of the class or TBA was approved last year, but hadn't got through the Chancellor's Office due to delays but Genele had to work with the old outline which needs to be merged with the earlier approved change. The Committee made the approval for all math classes that have lab so it needs to be put in this one. Marianne recommended it should state "requirement" rather than "expected". Joe replied it would be best not to change it now in order to be consistent and revisit it during curriculum review.

As Robin recommended under Section A, Joe changed "It will be modified and offered as an alternative prerequisite for Math 011 and Math 012" to "It may be offered in the future . . ."

A: passed as amended - unanimous

Marianne noted the course description needs accuracy and requested it be on record for the Committee to come back to this course when she clarifies the issue. Robin pointed out it is geared to students who don't plan to transfer and to not mislead students it should say "class is not designed for students who plan to transfer". It could be amended if it becomes a prerequisite for stats.

## 8. **CURRICULUM REVIEW – COURSE MODIFICATIONS**

Overview by Ferdinanda Florence: ceramics are mostly minor changes, other courses previously tabled and opened up for textbook changes were modified for levels.

- a. (CP12–166) ART 023 Introduction to Ceramics: Hand Building (Tabled from 11-27)  
Objectives, Assignments, Textbooks
  - 1) Action on the course

A: Tabled due to incompleteness (see Agenda amendment)

- b. (CP12–167) ART 024 Intermediate Ceramics: Hand Building (Tabled from 11-27)  
Objectives, Assignments, Textbooks
  - 1) Action on the prerequisite
  - 2) Action on the course

A: Tabled due to incompleteness (see Agenda amendment)

- c. (CP12–168) ART 025 Ceramic Design And Decoration: Hand Building Methods (Tabled from 11-27)  
Objectives, Assignments, Textbooks
  - 1) Action on the prerequisite
  - 2) Action on the course

A: Tabled due to incompleteness (see Agenda amendment)

- d. (CP12–169) ART 026 Introduction to Ceramics: Wheel Throwing Techniques (Tabled from 11-27)  
Repeatability (remove), Objectives, Assignments, Textbooks

- 1) Action on the course
- A: Tabled due to incompleteness (see Agenda amendment)
  - e. (CP12–170) ART 027 Intermediate Ceramics: Wheel Throwing Techniques (Tabled from 11-27)
    - Objectives, Assignments, Textbooks
      - 1) Action on the prerequisite
      - 2) Action on the course
- A: Tabled due to incompleteness (see Agenda amendment)
  - f. (CP12–171) ART 028 Ceramic Design: Wheel Throwing Techniques (Tabled from 11-27)
    - Objectives, Assignments, Textbooks
      - 1) Action on the prerequisite
      - 2) Action on the course
- A: Tabled due to incompleteness (see Agenda amendment)
  - g. (CP12–172) ART 029 Raku Pottery (Tabled from 11-27)
    - Repeatability (remove), Objectives, Assignments, Textbooks
      - 1) Action on the course
- M: to approve 8g, 8h, 8m, 8n, 8t, and 8u - Robin Arie-Donch
- S: Debra Berrett
- A: passed - unanimous
  - h. (CP12–173) ART 030A Architectural Ceramics, Murals and Tiles (Tabled from 11-27)
    - Number Change, Repeatability (remove), Textbooks
      - 1) Action on the course
- A: passed – unanimous (see 8g)
  - i. (CP12–174) ART 030B Mural Painting: History, Community, Practice (Tabled from 11-27)
    - Repeatability (remove), Textbooks
      - a. Action on the course
- M: Debra Berrett
- S: Maire Morinec
- A: passed - unanimous
  - j. (CP12–175) ART 031 Sculpture (Tabled from 11-27)
    - Objectives, Assignments, Textbooks
      - 1) Action on the course
- Tabled due to incompleteness (see agenda amendment)
  - k. (CP12–176) ART 032 Sculpture: Human Figure (Tabled from 11-27)
    - Objectives, Assignments
      - 1) Action on the course
- Tabled due to incompleteness (see agenda amendment)
  - l. (CP12–177) ART 033 Intermediate Sculpture (Tabled from 11-27)
    - Repeatability (remove), Objectives, Assignments
      - a. Action on the prerequisite
- M: Robin Arie-Donch
- S: Erin Duane
- Discussion: added “with minimum grade of C”. For Curriculum Review, note the default setting is D, not C.
- A: passed - unanimous
  - 2) Action on the course
- M: Tabled for objectives revision – Robin Arie-Donch
- S: Debra Berrett
- A: Tabled – unanimous
  - m. (CP12–178) ART 035A Introduction to Wood-Fired Ceramics (Tabled from 11-27)
    - Name and Number Change, Repeatability (remove), Assignments, Textbooks
      - 1) Action on the course

A: passed – unanimous (see 8g)

- n. (CP12–179) ART 036 Ceramic Surfaces - Drawing and Painting on Clay (Tabled from 11-27)  
Repeatability (remove), Assignments, Textbooks  
1) Action on the course

A: passed – unanimous (see 8g)

- o. (CP12–180) ART 037 Clay and Glazes for the Ceramic Artist (Tabled from 11-27)  
Repeatability (remove), Textbooks  
1) Action on the prerequisite

M: Erin Duane

S: Debra Berrett

A: passed - unanimous

- 2) Action on the course

M: Debra Berrett

S: Marianne Flatland

Discussion; “Classic” was added to textbooks. Robin pointed out only one classic is needed.

A: passed as amended – unanimous

- p. (CP12–181) ART 044 Kiln Design and Operation (Tabled from 11-27)  
Repeatability (remove), Assignments, Textbooks  
1) Action on the course

M: Table 8p-8s, 8v, and 8w to investigate proper numbering for UC transferability: Erin Duane

S: Debra Berrett

Discussion: Ferdinanda reported that “repeatability” was removed and classic textbooks are better to keep than something newer that is not college level.

Items 8p-8s, 8v, and 8w don’t show up as UC transferable. The numbering got out of sequence because one of the courses was shut out of UC transfer. Robin expressed concern about losing transferability and recommended checking these course numbers.

Jeff noted course descriptions of 47A and 76B are almost identical. Marc is probably attempting to create parallels but has new ideas with a different vein. Families will need to show demonstrably different courses.

A: Tabled to investigate proper numbering for UC transferability – unanimous

- q. (CP12–182) ART 045 Art Studio Concepts (Tabled from 11-27)  
Repeatability (remove), Textbooks  
1) Action on the course

A: Tabled to investigate proper numbering for UC transferability (see 8p)

- r. (CP12–183) ART 046A Portfolio Development – Artistic Inquiry (Tabled from 11-27)  
Repeatability (remove), Objectives, Assignments, Textbooks  
1) Action on the course

A: Tabled to investigate proper numbering for UC transferability (see 8p)

- s. (CP12–184) ART 047A Professional Practices for Artists (Tabled from 11-27)  
Repeatability (remove), Other Catalog Information, Textbooks  
1) Action on the course

A: Tabled to investigate proper numbering for UC transferability (see 8p)

- t. (CP12–185) ART 066A Travel Study- Topics in Studio Art (Tabled from 11-27)  
Number Change, Repeatability (remove), Textbooks  
1) Action on the course

A: passed – unanimous (see 8g)

- u. (CP12–186) ART 066B Travel Study- Topics in Art History (Tabled from 11-27)  
Number Change, Repeatability (remove), Textbooks  
1) Action on the course

A: passed – unanimous (see 8g)

- v. (CP12–187) ART 076B Portfolio Development: Documentation (Tabled from 11-27)

Objectives, Assignments, Textbooks

1) Action on the course

A: Tabled to investigate proper numbering for UC transferability (see 8p)

*(Members noted a full-time articulation officer is needed for follow up on these kinds of issues)*

w. (CP12–188) ART 077 Art on Site (Tabled from 11-27)

Number Change, Repeatability (remove), Other Catalog Information, Objectives, Textbooks

1) Action on the course

A: Tabled to investigate proper numbering for UC transferability (see 8p)

x. (CP12–189) CINA 010 The Art of Cinema (Tabled from 11-27)

Objectives, Assessments, Assignments, Textbooks

1) Action on the course

M: group for approval 8x and 8y – Maire Morinec

S: Erin Duane

A: passed – unanimous

y. (CP12–190) CINA 011 American Cultures in Film (Tabled from 11-27)

Objectives, Assessments, Assignments, Textbooks

1) Action on the course

A: passed – unanimous (see 8x)

z. (CP12–191) CINA 015 Film Production (Tabled from 11-27)

Objectives, Assessments, Assignments, Textbooks

1) Action on the prerequisite

M: group for approval 8z and 8aa – Debra Berrett

S: Erin Duane

Discussion: Members questioned how prerequisites can be taken concurrently when co-requisites are the courses to be taken concurrently. Registration issues need to be considered with co-requisites. The prerequisite definition states the student has to enroll in the course prior to enrollment of target course. The co-requisite definition states the student may enroll prior to or simultaneously with the target course. Banner causes issues with courses set up as co-requisites. Banner only allows courses set up as co-requisites if taken at the same time as the target course. Marie noted that the Chancellor's Office regulations need to be followed and if Banner is the issue, then Barbara Fountain should be brought into the discussion. Erin Duane replied that Barbara is aware of the issue. Erin Moore stated that to simplify this, there needs to be a distinction. If enough schools have the same issue and contact the Banner Committee, they can write something to address this. Banner will do a variable unit at an extra cost. Many schools have made changes so they don't have an aggregation of students trying to add classes. Maire reiterated the course is either a pre- or a co-requisite and it doesn't make sense to make pre-requisite something that can be taken concurrently. Erin Moore recommended faculty be asked what they want to do. Erin Duane asked for consideration of what is in the best interest of the students. This issue comes up in sciences a lot. CINE 16 doesn't have that terminology.

Joe noted that this is what has been done in many courses and if this one course is changed, many other courses will need to be changed.

M: approve now and address the issue next spring – Robin Arie-Donch

S: Erin Duane

A: passed - unanimous

2) Action on the course

M: Robin Arie-Donch

S: Erin Duane

A: passed - unanimous

aa. (CP12–192) CINA 016 Film Production (Tabled from 11-27)

Objectives, Assessments, Assignments, Textbooks

- 1) Action on the prerequisite

Note: "with a minimum grade of C" on this one

A: passed – unanimous (see 8z)

- 2) Action on the course

Repeatability changed by Joe.

M: Robin Arie-Donch

S: Erin Duane

A: passed - unanimous

- bb. (CP12–193) ESL 006 ESL Composition Skills (Tabled from 11-27)

Repeatability (remove), Description, Assessments, Content, Textbooks

- 1) Action on the course

Tabled due to time constraint

- cc. (CP12–194) ESL 055 Advanced ESL Reading (Tabled from 11-27)

Repeatability (remove), Description, Assessments, Textbooks

- 1) Action on the prerequisite

- 2) Action on the course

Tabled due to time constraint

- dd. (CP12–195) ESL 077 Conversation/Pronunciation Skills (Tabled from 11-27)

Content, Textbooks

- 1) Action on the prerequisite

- 2) Action on the course

Tabled due to time constraint

- ee. (CP12–196) ESL 078 Intermediate ESL Reading (Tabled from 11-27)

Repeatability (remove), Textbooks

- 1) Action on the prerequisite

- 2) Action on the course

Tabled due to time constraint

- ff. (CP12–197) ESL 079 Intermediate Sentence Structure: The English Verb System (Tabled from 11-27)

Name Change, Repeatability (remove), Objectives, Assessments, Assignments, Content, Textbooks

- 1) Action on the prerequisite

- 2) Action on the course

Tabled due to time constraint

- gg. (CP12–198) ESL 087 Advanced Sentence Structure: Written English (Tabled from 11-27)

Objectives, Assessments, Assignments, Content, Textbooks

- 1) Action on the prerequisite

- 2) Action on the course

Tabled due to time constraint

- hh. (CP12–199) ESL 373 ESL Basic Oral Communication Skills (Tabled from 11-27)

Objectives, Content, Textbooks

- 1) Action on the course

Tabled due to time constraint

- ii. (CP12–200) ESL 374 Fundamentals of ESL Grammar (Tabled from 11-27)

Title, Objectives, Content, Textbooks

- 1) Action on the course

Tabled due to time constraint

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

- a. (CP12–210) Studio Arts Transfer Degree (Tabled from 11-27) (title should be “Studio Arts for Transfer” – Erin Moore will change, should say throughout description)  
New AA-T degree (changed from AS-T)
  - 1) Action on the program

M: Marianne Flatland

S: Robin Arie-Donch

Discussion: Ferdinanda has completed additional paperwork for Chancellor’s Office. Erin Moore stated this needs to be sent in now with the existing COR and without saying anything about repeatability at this time. Modifications will be needed later. Robin added it is easy for her to go in and change the course number.

A: passed – unanimous

- b. (CP12–213) Administrative Assistant  
AS degree, Description, Outcomes, Courses
  - 1) Action on the program

M: approve 9b & 9c together – Maire Morinec

S: Debra Berrett

Discussion: Marylou Fracisco explained that OT54 and OT55, which were requirements, were modified by: changing variable units to fixed; OT54, always a prerequisite of OT55, now clearly notes that; Course 159 was deleted due to being obsolete as a paper filing management system; per the advisory committee one unit of basic math skills needed by an office administrative was added. Electives were previously deleted in the mass deletions approved by the Committee.

A: passed - unanimous

- c. (CP12–214) Administrative Assistant  
Certificate of Achievement, Description, Outcomes, Courses
  - 1) Action on the program

A: passed – unanimous (see 9b)

## **10. MAJOR DELETIONS**

### **11. REPORT FROM THE CHAIR**

- a. New transfer degree rules

Up to this point, when the transfer model curriculum was prepared for a transfer degree and it had courses that matched a C-ID number they could be self-certified as equivalent to the C-ID by the submitter. That will no longer be allowed. For example, General Psychology PSY 110; this was developed by the CCC and CSU systems so CSUs know what they’re getting, and faculty can have detailed course descriptions similar to Section K. Some instructors throughout the state abused the previous system which allowed them to testify their courses matched the C-ID descriptor but that is no longer adequate. For TMCs submitted after January 1, the schools course outline of record has to be approved through the C-ID approval process before it can be put on the form. The Articulation Officer has to submit to the network to be reviewed by CSU and CCCs review faculty and then will either be approved or sent back for changes. This is a major hoop now put in place.

Regarding TMCs that haven’t been done (submitting AA-T or AS-T for TMCs), Joe reiterated that courses identified with C-ID identification have to be approved by the system and can no longer be self-identified. The state has not given an extension on time for TMC approvals, and 100% of programs that have TMCs need to be submitted for approval by June 2014. It is unknown what penalty there will be for any not submitted. The six TMCs that have been approved (through today) need to be investigated to ensure they match existing C-IDs. MATH 40’s C-ID equivalent is MATH 21, so it will have to change to meet the C-ID descriptor. Also, the C-ID descriptor for stats was withdrawn and re-vetted, probably examining algebra as the pre-requisite. The transfer degrees need to be worked on and completed. Joe reported this information to the Senate last week and he will create a flow chart over break so faculty can begin preparing. There are currently 22 existing associate degrees for transfer available and Solano College has 18, but the list will grow. Representatives need to inform their constituents. Joe will email a copy of the TMC chart, links to the TMC form, templates, and C-ID information and descriptors.

Maire was told by a nursing consultant in November that California will have high-unit and low-unit degrees and the Department of Education says it will limit degrees to 60 units. That means courses such as Nutrition, Growth and development would have to be dropped. Most of our nursing programs are high-end, around 70 units.

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

**13. REPORT FROM THE ARTICULATION OFFICER**

**14. OTHER**

**15. OPEN DISCUSSION**

**16. ADJOURNMENT**

M: Erin Duane

S: Debra Berrett

A: passed - unanimous

Meeting adjourned at 3:27 p.m.

CC Minutes 12.11.12/ca