

Solano Community College
Academic Senate
CURRICULUM COMMITTEE
Adopted Minutes
Tuesday, February 12, 2013
1:45 p.m., Room 503

1. ROLL CALL

Joe called the meeting to order at 1:52 p.m.

Robin Arie-Donch, Debra Berrett, Curtiss Brown, Joe Conrad (Chair), Lynn Denham-Martin, Erin Duane, Erin Farmer, Marianne Flatland, Jeffrey Lamb, Margherita Molnar, Erin Moore, Maire Morinec, Randy Robertson, Teri Yumae, Connie Adams, Charlene Ott (Student Rep), Anthony Salazar (Student Rep)

Guests: Gale Anderson, Ginger Cain

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: Marianne Flatland

S: Randy Robertson

Discussion: Joe reported that Item 8k, FLNG 101, is not ready to be approved and Item 10b will be changed from "AS degree" to "Certificate".

A: passed as amended - unanimous

3. CONSENT ITEMS

4. APPROVAL OF MINUTES – January 22, 2013 (attachment)

M: Robin Arie-Donch

S: Lynn Denham-Martin

A: passed – unanimous

5. ACTION ITEMS

6. NEW COURSES

7. COURSE MODIFICATIONS

a. (CP13-07) NURS 050A Fundamentals of Nursing

Requisites, Textbooks

1) Action on the corequisite

M: approve 7a – 7g - Robin Arie-Donch

S: Lynn Denham-Martin

Due to new repeatability issues, nursing lab courses, originally single unit courses with the same number, had to be renumbered with the addition of "A" and "B" and co-requisites were changed to match course levels.

A: passed - unanimous

2) Action on the course

M: approve 7a – 7g – Curtiss Brown

S: Lynn Denham Martin

A: passed – unanimous

b. (CP13-08) NURS 050B Basic Human Needs

Requisites, Textbooks

1) Action on the corequisite

A: passed (see 7a – 1)

2) Action on the course

A: passed (see 7a – 2)

c. (CP13-09) NURS 054 Maternal-Child Nursing

Requisites, Textbooks

- 1) Action on the corequisite

A: passed (see 7a – 1)

- 2) Action on the course

A: passed (see 7a – 2)

d. (CP13–10) NURS 055 Nursing of Adults I

Requisites, Textbooks

- 1) Action on the corequisite

A: passed (see 7a – 1)

- 2) Action on the course

A: passed (see 7a – 2)

e. (CP13–11) NURS 060 Nursing of Adults II/Medical-Surgical Nursing

Requisites, Textbooks

- 1) Action on the corequisite

A: passed (see 7a – 1)

- 2) Action on the course

A: passed (see 7a – 2)

f. (CP13–12) NURS 063 Advanced Medical Surgical and Community Nursing

Requisites, Textbooks

- 1) Action on the corequisite

A: passed (see 7a – 1)

- 2) Action on the course

A: passed (see 7a – 2)

g. (CP13–14) NURS 159 Career Mobility Transition

Requisites, Textbooks

- 1) Action on the corequisite

A: passed (see 7a – 1)

- 2) Action on the course

A: passed (see 7a – 2)

8. CURRICULUM REVIEW – COURSE MODIFICATIONS

a. (CP12–193) ESL 006 ESL Composition Skills (Tabled from 12-11)

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

- 1) Action on the course

M: approve 8a (ESL 006), 8g (ESL 373), and 8h (ESL 374) – Jeff Lamb

S: Lynn Denham-Martin

Discussion: Robin recommended that Jane Berger and/or Melissa Reeve meet with her to discuss articulation because without articulation information problems may arise. For courses shown as UC transferable, a UC that has something similar must be found. Even if some courses are on ASSIST as transferable, they are reevaluated at times. Robin then submits the Section K for review. Once she submits one ESL class on a summary that goes to UCs and CSUs, they may look at all transferable ESL courses. Robin gave an example: due to the name change, a request may be made for the outline on ESL 079. If it is not written like a baccalaureate class for CSUs, they may question the course. Rather than holding up ESL 6, some articulation information could be added. The Committee could approve the courses, based on necessary revisions made after Jane and/or Melissa meet with Robin or ESL 079 could be tabled due to changes that may be needed on the outline. Robin doesn't think she'll find CSUs

that have these courses that count for baccalaureate credit but she could contact some other schools to see what is comparable. She recommended ESL 079 be tabled until after she meets with Jane and/or Melissa.

Joe will contact Jane to meet with Robin.

A: passed as amended (Robin and Jane meet regarding ESL 006 articulation info, any necessary revisions will be made) - unanimous

b. (CP12–194) ESL 055 Advanced ESL Reading (Tabled from 12-11)

Repeatability (remove), Description, Assessments, Textbooks

1) Action on the prerequisite

M: Lynn Denham-Martin

S: Robin Arie-Donch

Discussion: Joe deleted “repeatability”. Robin pointed out this is written like a transferrable course and Acceptability of “D” or better was questioned. Erin Moore stated the default is “D” when a letter grade is not indicated. Robin will ask someone who will know if “D” as passing for the prerequisite will be acceptable for a transfer course.

M: to table remaining ESL classes for clarification on the “D”s for ESL 55 - 87 – Lynn Denham-Martin

S: Teri Yumae

A: tabled - unanimous

2) Action on the course

M: to table remaining courses - Marianne Flatland

S: Lynn Denham-Martin

A: Tabled - unanimous

c. (CP12–195) ESL 077 Conversation/Pronunciation Skills (Tabled from 12-11)

Content, Textbooks

1) Action on the prerequisite

A: tabled (see 8b 1)

2) Action on the course

A: tabled (see 8b 2)

d. (CP12–196) ESL 078 Intermediate ESL Reading (Tabled from 12-11)

Repeatability (remove), Textbooks

1) Action on the prerequisite

A: tabled (see 8b 1)

2) Action on the course

A: tabled (see 8b 2)

e. (CP12–197) ESL 079 Intermediate Sentence Structure: The English Verb System (Tabled from 12-11)

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

1) Action on the prerequisite

2) Action on the course

M: to table – Maire Morinec

S: Marianne Flatland

Robin will meet with Jane Berger. The “D” may need to be changed to a minimum of “C” in the prerequisite.

A: tabled - unanimous

- f. (CP12–198) ESL 087 Advanced Sentence Structure: Written English (Tabled from 12-11)
Objectives, Assessments, Assignments, Content, Textbooks
1) Action on the prerequisite
A: tabled (see 8b 1)
2) Action on the course
A: tabled (see 8b 2)
- g. (CP12–199) ESL 373 ESL Basic Oral Communication Skills (Tabled from 12-11)
Objectives, Content, Textbooks
1) Action on the course
A: passed (see 8)
- h. (CP12–200) ESL 374 Fundamentals of ESL Grammar (Tabled from 12-11)
Title, Objectives, Content, Textbooks
1) Action on the course
A: passed (see 8a)
- i. (CP13–15) ESL 100 Health Professionals: Exploring Career Goals in Health Care
Textbooks, Validate prerequisites
1) Action on the prerequisites
A: tabled (see 8b 1)
2) Action on the course
A: tabled (see 8b 2)
- j. (CP13–16) ESL 101 Health Professionals: Communicating with Patients and Families
Textbooks, Validate prerequisites
1) Action on the prerequisites
A: tabled (see 8b 1)
2) Action on the course
A: tabled (see 8b 2)
- k. (CP13–17) FLNG 101 Cross Age Teaching
Units, Drop lab, Prerequisites, Textbooks
1) Action on the prerequisites
2) Action on the course
Tabled (see agenda amendment)
- l. (CP13–18) FREN 001 First Semester French
Drop lab, Textbooks
1) Action on the course
M: approve 8l and 8r – Maire Morinec
S: Marianne Flatland
A: passed – unanimous
- m. (CP13–19) FREN 002 Second Semester French
Drop lab, Prerequisites, Textbooks
1) Action on the prerequisites
M: approve 8m – 8q and 8s – Lynn Denham-Martin
S: Robin Arie-Donch

Discussion: A student could be placed in French 2 or 032 as a result of equivalency and so 031 is not always necessary as a prerequisite for 032. It was deleted and the originator of French 2 will be informed.

A: passed - unanimous

2) Action on the course

M: approve 8m – 8q and 8s – Robin Arie-Donch

S: Lynn Denham-Martin

Discussion: the courses are all GE applicable but that is not shown. In section K, under 4b the transfer status is blank and they are all transferrable. Erin Moore noted CurricUNET removed this field altogether and it has recently been re-added, but it does not look like this section is filled in for any course. Labs were removed and replaced with activity manuals. A student could be placed in French 2 or 032 as a result of equivalency and so 031 is not always necessary as a prerequisite for 032.

A: passed as amended (show transfer status) - unanimous

n. (CP13–20) FREN 003 Third Semester French

Drop lab, Prerequisites, Textbooks

1) Action on the prerequisites

A: passed (see 8m 1)

2) Action on the course

A: passed (see 8m 2)

o. (CP13–21) FREN 004 Fourth Semester French

Drop lab, Prerequisites, Textbooks

1) Action on the prerequisites

A: passed (see 8m 1)

2) Action on the course

A: passed (see 8m 2)

p. (CP13–22) FREN 011 Conversational French

Assessments, Textbooks

1) Action on the prerequisites

A: passed (see 8m 1)

2) Action on the course

A: passed (see 8m 2)

q. (CP13–23) FREN 012 Intermediate French Conversation

Prerequisites, Textbooks

1) Action on the prerequisites

A: passed (see 8m 1)

2) Action on the course

A: passed (see 8m 2)

r. (CP13–24) FREN 031 First Semester French, Part 1

Drop lab, Textbooks

1) Action on the course

A: passed (see 8l)

s. (CP13–25) FREN 032 First Semester French, Part 2

Drop lab, Prerequisites, Textbooks

1) Action on the prerequisites

A: passed (see 8m 1)

2) Action on the course

A: passed (see 8m 2)

t. (CP13–26) GRMN 001 First Semester German

Drop lab, Content, Textbooks

1) Action on the course

M: Marianne Flatland

S: Robin Arie-Donch

A: passed – unanimous

u. (CP13–27) GRMN 002 Second Semester German

Drop lab, Prerequisites, Content, Textbooks

1) Action on the prerequisites

M: approve 8u – 8y – Jeff Lamb

S: LDM

Discussion: Joe pointed out that passing was changed to “C” or better. Course 031 was dropped as a prerequisite for German 2.

A: passed as amended - unanimous

2) Action on the course

M: approve 8u – 8y – Lynn Denham-Martin

S: Robin Arie-Donch

A: passed - unanimous

v. (CP13–28) GRMN 003 Third Semester German

Drop lab, Prerequisites, Textbooks

1) Action on the prerequisites

A: passed (see 8u 1))

2) Action on the course

A: passed (see 8u 2)

w. (CP13–29) GRMN 004 Fourth Semester German

Drop lab, Prerequisites, Textbooks

1) Action on the prerequisites

A: passed (see 8u 1)

2) Action on the course

A: passed (see 8u 2)

x. (CP13–30) GRMN 011 Conversational German

Prerequisites, Textbooks

1) Action on the prerequisites

A: passed (see 8u 1)

2) Action on the course

A: passed (see 8u 2)

y. (CP13–31) GRMN 012 Intermediate German Conversation

Prerequisites, Textbooks

1) Action on the prerequisites

A: passed (see 8u 1)

2) Action on the course

A: passed (see 8u 2)

z. (CP13–32) ITAL 031 First Semester Italian, Part I

Drop lab, Textbooks

1) Action on the course

M: Lynn Denham-Martin

S: Marianne Flatland

A: passed - unanimous

aa. (CP13–33) ITAL 032 First Semester Italian, Part 2

Drop lab, Prerequisites, Textbooks

1) Action on the prerequisites

M: approve 8aa – 8cc – Lynn Denham-Martin

S: Maire Morinec

A: passed - unanimous

2) Action on the course

M: approve 8aa – 8cc – Lynn Denham-Martin

S: Marianne Flatland

A: passed - unanimous

bb. (CP13–34) ITAL 033 Second Semester Italian, Part 1

Drop lab, Prerequisites, Textbooks

1) Action on the prerequisites

A: passed (see 8aa 1)

2) Action on the course

A: passed (see 8aa 2)

cc. (CP13–35) ITAL 034 Second Semester Italian, Part 2

Drop lab, Prerequisites, Textbooks

1) Action on the prerequisites

A: passed (see 8aa 1)

2) Action on the course

A: passed (see 8aa 2)

dd. (CP13–36) JAPN 101 Conversational Japanese

Assessments, Textbooks

1) Action on the course

M: Lynn Denham-Martin

S: Teri Yumae

A: passed - unanimous

ee. (CP13–37) JAPN 102 Conversational Japanese

Prerequisites, Textbooks

1) Action on the prerequisites

M: Robin Arie-Donch

S: Lynn Denham-Martin

A: passed - unanimous

2) Action on the course

M: Lynn Denham-Martin

S: Teri Yumae

A: passed - unanimous

9. NEW/REVISED CREDIT PROGRAMS OR CERTIFICATE PROGRAMS

10. MAJOR DELETIONS

a. (CP13–38) Life Management AS degree

1) Action on the program

M: approve 10a and 10b – Erin Duane

S: Robin Arie-Donch

Discussion: Joe reported these programs don't satisfy degree or certificate requirements and no one has ever used them.

A: deletion passed - unanimous

b. (CP13–39) Life Management Certificate

1) Action on the program

A: deletion passed - unanimous

11. REPORT FROM THE CHAIR

a. Family form

Joe created a simple form to establish and report families to the Curriculum Committee. PE and Visual and Performing Arts are the only departments that will need to identify course families. The number of courses that can be included in a family are unlimited but a student can only take up to four. The Committee can approve them as they come forward. The form will be a written record and used to input the information into Banner, even if families are already established. Joe will check into getting clarification if families only apply to activity courses or to everything. For now, courses previously repeatable have to be placed into families.

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

13. REPORT FROM THE ARTICULATION OFFICER

Robin asked members to send C-IDs that have been through the Committee to her right away if they are going to be part of an AA-T or AS-T.

14. OTHER

15. OPEN DISCUSSION

a. Repeatability resolution

Joe wrote a draft to remove repeatability in one resolution. On December 11 a form to request repeatability for courses was established and it can be accessed on the website. Repeatability has to be removed from remaining courses and a record is needed to show when it is done. A vote on the draft will be scheduled for another meeting. Audits haven't been changed but requests for audits will likely go up. Right now there is a short list of what can be audited and students can register at admissions office. More fine tuning on the process might be needed as it is not very smooth now and will become a bigger challenge. There has been discussion about having the state charge more money for audits. In response to Joe's query if deans review auditable classes annually, Maire stated she hasn't received a list in a while. Classes not on the list can't be audited. This will become a higher priority when auditing increases Admissions & Records could send a list out to deans and ask for updates and additions. Having more courses on the list would make it easier than having to check with deans in individual cases.

b. Possible date change for April meetings

Erin Moore will revise the calendar and send out to change Curriculum Committee meetings to April 16th and 30th and Tech review will meet on April 9th and 23rd.

16. ADJOURNMENT

M: Robin Arie-Donch

The meeting adjourned at 3:37 p.m.