

Solano Community College  
Academic Senate  
CURRICULUM COMMITTEE  
**Adopted Minutes**  
Tuesday, March 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, Erin Moore, Maire Morinec, Connie Adams, Toni Dickinson (Student Rep)

Absent/Excused: Margherita Molnar, Randy Robertson, Teri Yumae

Guests: Diane White, Lily Espinoza, Michael Wyly, Melissa Reeve, Ruth Fuller

**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: Maire Morinec

S: Erin Duane

Discussion: Joe reported that Items 6a and 8w will be tabled for clarity due to issues with transferability. A number of English faculty were present and Erin Duane requested English courses be moved to the top of Item 8.

A: passed as amended - unanimous

**3. CONSENT ITEMS**

- a. Reinstitute ACCT 180 (This reverses the deletion of one course among many in the fall.)
- b. Approve course removal from the already approved AA-T degree in Studio Art. (Remove ART 012, ART 020, ART 028, ART 029, ART 030, ART 030, ART 027, ART 035, ART 036, ART 037, ART 040, ART 044, ART 045, ART 046A, ART 047A, ART 047B, ART 054, ART 055, ART 057, ART 058, ART 060, ART 061, ART 064, ART 065, ART 076B, CINA 010, CINA 015, PHOT 070.)
- c. Approve course removal from the already approved AA-T degree in Art History. (Remove ART 030, ART 030B, ART 060, PHOT 070.)

**4. APPROVAL OF MINUTES** – February 26, 2013 (attachment)

M: Maire Morinec

S: Robin Arie-Donch

Discussion: Robin's clarification edits were incorporated in Item 8a.

A: passed as amended – unanimous

**5. ACTION ITEMS**

- a. Repeatability Resolution

M: Curtiss Brown

S: Erin Duane

Discussion: Under Whereas Title 5 . . . 1) "occupational: work experience" was changed to "occupational education (work experience)".

Joe reported the Committee will vote on a list of courses that will remain repeatable at another meeting. Fall 2013 will be the effective date for the repeatability changes. CurricUNET changes have to be in place before fall.

A: passed - unanimous

**6. NEW COURSES**

- a. (CP13-52) ENGL 009 Creative Writing: The Literary Magazine II
  - 1) Action on the prerequisite
  - 2) Action on the course

Tabled (see Item 2)

- b. (CP13-53) ENGL 010 Creative Writing III

1) Action on the prerequisite

M: Marianne Flatland

S: Erin Duane

Discussion: Michael Wyly explained the reason for the course addition is to address the repeatability issue. ENGL 010 would replace repeats of ENGL 007. It was developed to represent what instructors have worked on with students who repeated ENGL 007.

A: passed - unanimous

2) Action on the course

M: Erin Duane

S: Jeff Lamb

Discussion: Robin suggested having at least one text in a newer version to satisfy state review. Joe noted that approval of the course would be based on the proviso to include at least one textbook published within the last five years. Michael Wyly will submit that information.

A: passed per proviso – unanimous

**7. COURSE MODIFICATIONS**

**8. CURRICULUM REVIEW – COURSE MODIFICATIONS**

c. (CP13–54) SPAN 001 First Semester Spanish

Remove lab, Description, Assessments, Assignments, Content, Textbooks

1) Action on the course

M: Robin Arie-Donch

S: Erin Duane

Joe noted the Committee had begun review of these Spanish courses before. Minor adjustments were completed to bring in line with C-ID descriptors and lab is no longer part of the hours.

A: passed – unanimous

d. (CP13–55) SPAN 001S Spanish for Spanish Speakers 1

Advisories, Prerequisites, Description, Objectives, Assignments, Content, Textbooks

1) Action on the prerequisite

M: group 8d, 8e, and 8f – Robin Arie-Donch

S: Debra Berrett

A: passed - unanimous

2) Action on the course

M: group 8d, 8e, and 8f - Lynn Denham-Martin

S: Debra Berrett

A: passed - unanimous

e. (CP13–56) SPAN 002 Second Semester Spanish

Remove lab, Prerequisite, Description, Assessments, Content, Textbooks

1) Action on the prerequisite

A: passed (see 8d-1)

2) Action on the course

A: passed (see 8d-2)

f. (CP13–57) SPAN 002S Spanish for Spanish Speakers 2

Prerequisites, Description, Content, Textbooks

1) Action on the prerequisite

Discussion: Part of the rationale a community colleges is to assess students individually. The Committee agreed to change “recommended” to “required”.

A: passed (see 8d-1)

2) Action on the course

A: passed – (see 8d-2)

g. (CP13-58) KINE 005J Beginning Body Conditioning

Department, Transfer Status, Remove Repeatability, Assessments, Textbook

1) Action on the course

M: group 8g, 8h, 8j, 8m, 8n, 8p, & 8q – Marianne Flatland

S: Lynn Denham-Martin

Discussion: course names were changed from PE to kinesiology; repeatability was removed where necessary; updated textbooks were added during curriculum review; assessment techniques were updated. These courses must be corrected in the fall schedule.

A: passed - unanimous

h. (CP13-59) KINE 005M Beginning Weight Training

Department, Remove Repeatability, Objectives, Assignments, Content, Textbook

1) Action on the course

A: passed (see 8g)

i. (CP13-60) KINE 005N Intermediate Weight Training

Department, Remove Repeatability, Transfer Status, Prerequisite, Assessments, Assignments, Textbook

1) Action on the prerequisite

M: group 8i, 8k, 8l, & 8o – Marianne Flatland

S: Debra Berrett

Joe pointed out these are all intermediate courses with “beginning” prerequisites. Erin Moore will check verbiage and change “PE” to “Kinesiology” where appropriate. TOP codes were changed to what they should be.

A: passed - unanimous

2) Action on the course

M: group 8i, 8k, 8l, & 8o – Marianne Flatland

S: Robin Arie-Donch

A: passed - unanimous

j. (CP13-61) KINE 009B Indoor/Outdoor Soccer

Department, Remove Repeatability, Transfer Status, Assessments, Content, Textbook

1) Action on the course

A: passed (see 8g)

k. (CP13-62) KINE 009C Intermediate Soccer

Department, Remove Repeatability, Transfer Status, Assessment, Textbook

1) Action on the prerequisite

A: passed (see 8i-1)

2) Action on the course

A: passed (see 8i-2)

l. (CP13-63) KINE 009E Intermediate Basketball

Department, Remove Repeatability, Prerequisite, Assessment, Assignments, Textbook

1) Action on the prerequisite

A: passed (see 8i-1)

2) Action on the course

A: passed (see 8i-2)

m. (CP13-64) KINE 009F Beginning Baseball

Department, Remove Repeatability, Transfer Status, Assessment, Textbook

1) Action on the course

A: passed (see 8g)

n. (CP13-65) KINE 009H Beginning Volleyball

Department, Remove Repeatability, Transfer Status, Description, Objectives, Assessment, Assignments, Content, Textbook

1) Action on the course

A: passed (see 8g)

o. (CP13-66) KINE 009P Intermediate Volleyball

Department, Remove Repeatability, Transfer Status, Description, Objectives, Assessment, Assignments, Content, Textbooks

1) Action on the prerequisite

A: passed (see 8i-1)

2) Action on the course

A: passed (see 8i-2)

p. (CP13-67) KINE 020A Foundations of Physical Education

Department, Assessments, Textbooks

1) Action on the course

A: passed (see 8g)

q. (CP13-68) KINE 020V Introduction to Sports Science

Department, GE Information, Assessments, Textbooks

1) Action on the course

A: passed (see 8g)

r. (CP13-69) ENGL 001 College Composition

Units, Description, Objectives, Assessments, Assignments, Textbooks

1) Action on the prerequisite

M: Erin Duane

S: Erin Farmer

Discussion: Michael Wyly began a presentation prepared by English faculty to explain justification for the proposed increase in units. Hardcopies of the presentation were distributed. He noted that extensive vetting in the English department resulted in the rationale for the decision. Michael, Erin Farmer, and Melissa Reeve, in turn, presented information on English SLO/PLO fall 2012 assessments; C-ID and curriculum-appropriate base-line standard for unit measurement; definition of "1000 words"; typically higher workload in English 001 than 002 and 004 due to student needs; argument is not for additional workload, but for what is already established; options are unit increase and/or differential load increase; student survey results; student benefits; growth to FTES and efficiency numbers.

Diane pointed out: the District's job is to ensure affordability; all points need to be carefully reviewed; Dean Vines and Dean Lamb have a list of interrogatories that were not addressed in the presentation; FTES numbers look correct but the fill rate is different and the score card will ultimately affect College funding; more FTE has to be measured against personnel cost; if unaffordable, sections would be cut back; more time is needed to address the issues; language was used in the presentation regarding workload, which is not under the Curriculum Committee purview; Article 19 (workload) is currently under negotiation; the bargaining agreement allows for adjustment in course categories and should not be done in this Committee; there will be a disparate impact in part-time and full-time breakout of loads that the department and district needs to take into consideration. Diane concluded there is more due diligence to be done.

Joe requested the Committee consider a motion to table English 001, 002, and 004 until interrogatories, including bargaining consideration of faculty load, can be addressed. Diane pointed out that even though the presenters stated there is no request for increasing faculty workload, it was used as part of the argument raised. Issues related to unit values have a lot to do with faculty workload. With the request for four units in all three courses, there will be load implications as well as the disparity impact of full and part-time faculty. Those courses asking for adjustments that overlap into workload need to go to collective bargaining first and the Curriculum Committee should not be used or mis-used for that purpose.

Michael Wyly stated that, while there is a clear division between 10+1 and bargaining, this issue was based on student load and he asked not to lose sight of the work students are already asked to do. He added that the Committee's job is to regard curriculum as part of 10+1 and how it will impact other elements at the College can be taken to other venues. He encouraged everyone to regard arguments that are changes to 10+1. Students are now getting 3 units of credit for 4 units of work already done. Diane pointed out that the Committee looks at student work and bringing in load differential is another discussion; it would be disingenuous to include in the presentation without doing the homework.

Jeff noted that curriculum offerings and staffing and finance administrative issues intercept on this topic; faculty took the first step using due diligence regarding impact of student success from curriculum perspective; it is not appropriate to take action here without addressing the other components; making the change will require all parts to be synchronized and district level components must be considered for that decision to be implemented. Michael stated that the Committee should be able to vote on the changes and conversations regarding administrative concerns could be held separately. Faculty are asked to look at program assessment, reflect on SLOs, present concerns to the Committee, and he doesn't see a flow chart to address curriculum outside of the Committee and he expressed frustration that the many hours of work on this issue per methodology presented to them is not being honored. Joe responded that the Committee values the work but also needs to accept the fact that many Committee members have heard the information for the first time and this vote should not be taken trivially or on the spur of the moment, if for no other reason than to digest arguments heard, and two weeks waiting shouldn't be a problem. It would be reasonable to expect the Committee can revisit this in a couple weeks. It is important to recognize due diligence and full understanding for the decision-making process. Other curriculum related issues need to be answered as well. Maire asked for; rationale used by schools that have not changed units or workload; information on how increasing English 001 unit value better prepares students for CTE (statement made); how it would increase student success or instruction; TMC has two options for courses other than English 002. Melissa reiterated that more colleges will be moving toward the C-ID compliance mandate of a 4-unit English 002, most students surveyed support the time increase, and she queried what reason there would be to have different course units. She added that part of bigger picture in the state-wide look at completion rates, is the trend for students to spend less time in developmental sequences and to get to transfer level courses sooner to ensure increase in success rates. Many students drop after their first attempt.

M: to table 8r-8t to next meeting – Maire Morinec

S: Debra Berrett

A: tabled – one nay vote

2) Action on the course

Tabled

Due to pressing needs to have fall kinesiology courses labeled properly, Joe requested moving away from English to kinesiology courses.

s. (CP13-70) ENGL 002 Critical Thinking and Writing About Literature  
Units, Objectives, Assessments, Assignments, Textbooks

- 1) Action on the prerequisite
- 2) Action on the course

Tabled (see 8r)

t. (CP13-71) ENGL 004 Critical Thinking and Composition: Language in Context

Units, Objectives, Assessments, Assignments, Textbooks

- 1) Action on the prerequisites
- 2) Action on the course

Tabled (see 8r)

**Items 8u, 8v, 8x-8z, 8aa-8nn deferred due to time constraints.**

u. (CP13-72) ENGL 006 Creative Writing 1

Objectives, Assessments, Assignments, Textbooks

- 1) Action on the prerequisites
- 2) Action on the course

v. (CP13-73) ENGL 007 Creative Writing II

Remove Repeatability, Description, Objectives, Assessment, Assignments, Content, Textbooks

- 1) Action on the prerequisites
- 2) Action on the course

w. (CP13-74) ENGL 008 Creative Writing: The Literary Magazine I

Number, Remove Repeatability, Description, Objectives, Assessment, Assignments, Content, Textbooks

- 1) Action on the course

Tabled (see Item 2)

x. (CP13-75) ENGL 012 Modern Women Writers

Objectives, Assessments, Assignments, Textbooks

- 1) Action on the prerequisites
- 2) Action on the course

y. (CP13-76) ENGL 014 The Bible as Literature

Prerequisites, Assessments, Textbooks

- 1) Action on the prerequisites
- 2) Action on the course

z. CP13-77) ENGL 016 Masterpieces of Western World Literature

Objectives, Textbooks

- 1) Action on the prerequisites
- 2) Action on the course

aa. (CP13-78) ENGL 018 Introduction to Mythology

Prerequisites, Textbooks

- 1) Action on the prerequisites
- 2) Action on the course

bb. (CP13-79) ENGL 021 Introduction to Poetry

Objectives, Assessments, Assignments, Textbooks

- 1) Action on the prerequisites

- 2) Action on the course
- cc. (CP13-80) ENGL 024 Introduction to the Short Story  
Prerequisite, Assignments, Texts
  - 1) Action on the prerequisites
  - 2) Action on the course
- dd. (CP13-81) ENGL 025 Introduction to Drama as Literature  
Objectives
  - 1) Action on the prerequisites
  - 2) Action on the course
- ee. (CP13-82) ENGL 030 Survey of American Literature I  
Objectives, Textbooks
  - 1) Action on the prerequisites
  - 2) Action on the course
- ff. (CP13-83) ENGL 031 Survey of American Literature II  
Objectives, Textbooks
  - 1) Action on the prerequisites
  - 2) Action on the course
- gg. (CP13-84) ENGL 032 Introduction to Native American Literature  
Objectives, Assessments, Textbooks
  - 1) Action on the prerequisites
  - 2) Action on the course
- hh. (CP13-85) ENGL 035 Chicana/o Literature  
Title, Prerequisites, Description, Assessments, Assignments, Contents, Textbooks
  - 1) Action on the prerequisites
  - 2) Action on the course
- ii. (CP13-86) ENGL 040 Survey of English Literature  
Prerequisites, Assessments, Assignments, Textbooks
  - 1) Action on the prerequisites
  - 2) Action on the course
- jj. (CP13-87) ENGL 041 Survey of English Literature II  
Prerequisites, Assessments, Assignments, Textbooks
  - 1) Action on the prerequisites
  - 2) Action on the course
- kk. (CP13-88) ENGL 049 English Honors  
Remove Repeatability, Objectives, Textbooks
  - 1) Action on the prerequisites
  - 2) Action on the course
- ll. (CP13-89) ENGL 305 Introductory Reading and Writing Skills  
Remove Repeatability, Assessments, Textbooks
  - 1) Action on the course

- mm. (CP13-90) ENGL 034 African American Novel and Drama in the United States  
Course Deletion  
1) Action on the course
- nn. (CP13-91) ENGL 064 Writing the Research Paper  
Course Deletion  
1) Action on the course

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

### **10. MAJOR DELETIONS**

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

Joe reported the next meeting agenda will include a list of courses that remain repeatable. He is also waiting for a list of course families from Visual and Performing Arts.

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

#### **13. REPORT FROM THE ARTICULATION OFFICER**

Robin reminded everyone, when working on C-IDs, they can go to ASSIST, then to a particular community college, then to the specific department or major, to find their transferrable courses. Lists of all approved transfer courses will be found in ASSIST under UC Transferable Courses or CSU Transferable Courses. If a course is not on ASSIST, it is not approved for UC or CSU transfer. Robin asked everyone to share this information with their colleagues. Erin Moore noted, in getting C-ID approval, courses have to have been approved within the last five years, from 2008 or preferably more recently. Due to backlog at the state level, Robin doesn't expect to hear back on approvals for a while. She pointed out that once course C-ID submissions are made, the process is in compliance, but she also stressed the importance of vigorous scrutiny to ensure the descriptor elements match and to avoid the hassle of having to redo outlines on rejected submissions.

#### **14. OTHER**

Joe reported the Chancellor's Office approved the ECE Transfer Degree. Erin Moore shared words of encouragement based on feedback she has received from the Chancellor's Office. Some narrative revisions had to be made as requested but the Office has been very positive about submissions from the College, stating that materials from here have been really well put together.

Joe encouraged review of the petition to amend class size. The first step is submission to the Curriculum Committee and, once approved, it will go forward to the workload committee. Diane encouraged members to go in and look at other course workload comparisons.

#### **15. OPEN DISCUSSION**

- a. Art 11 Class Size Petition

#### **16. ADJOURNMENT**

M: Lynn Denham-Martin

S: Robin Arie-Donch

A: passed – unanimous

Meeting adjourned at 3:33 p.m.