

**Solano Community College**  
**Academic Senate**  
**CURRICULUM COMMITTEE**  
**Adopted Minutes**  
**Tuesday, November 13, 2012**  
**2:00 p.m., Room 503**

**1. ROLL CALL**

Joe called the meeting to order at 2:07 p.m. (changed from 1:30 p.m. due to Accreditation Team visit)

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

**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.

Joe noted that Item 9 will be deferred to the November 27<sup>th</sup> meeting when Amy Obegi can attend.

M: Debra Berrett

S: Marianne Flatland

A: Passed as amended – unanimous

**3. CONSENT ITEMS**

- a. (CP12–149) SOC 030 Introduction to Social Psychology  
Adjust description to note that this is the same course as PSYC 030, update textbooks
- b. OT 054A, OT 054B, OT 055A, OT 055B remove lab hour to have correct unit value.  
Minor change to new courses approved last meeting.  
Approved OT courses last time, unfortunately units are off, they will make lab hours an assignment which was approved by Maire and Marylou Fracisco.

**4. APPROVAL OF MINUTES – October 23, 2012 (attachment)**

M: Robin Arie-Donch

S: Teri Yumae

Corrections were made: “CID” changed to “C-ID”; line 2, page 5, “CID” changed to “Course equivalency” and struck “correct on our word”; following sentence changed to “requests for C-ID approval are submitted by articulation officers; page 6, Item 13, struck “and it will likely get approved”; also corrected minor typos..

A: Passed as amended - unanimous

**5. ACTION ITEMS**

**6. NEW COURSES**

**7. COURSE MODIFICATIONS**

**8. CURRICULUM REVIEW – COURSE MODIFICATIONS**

- a. (CP12–150) ART 001 Art History  
Assessments, Assignments, Textbooks  
1) Action on the course

Ferdinanda Florence briefly explained the art course modifications include updating, more specific rationale for modified course proposals, modified assignments; 8f and 8g titles changed to clarify course levels.

M: to approve 8a – 8e– Robin Arie-Donch

S: Debra Berrett

Discussion: Joe reminded everyone the importance of including justification to know precisely what is being modified. The Chancellor’s Office now requires changes in the courses. Robin pointed out that

textbooks will be out of date if these courses aren't modified within the next five years. "There are no current textbooks" can be added when necessary, but it would be advisable when revising courses to have a current textbook listed that is no more than one or two years old if possible.

A: Passed – unanimous

- b. (CP12–151) ART 002 Art History  
Assessments, Assignments, Textbooks  
1) Action on the course

A: Passed (see 8a)

- c. (CP12–152) ART 003 World Art  
Description, Assessments, Assignments, Textbooks  
1) Action on the course

A: Passed (see 8a)

- d. (CP12–153) ART 010 Art Appreciation  
Assessments, Assignments, Textbooks  
1) Action on the course

A: Passed (see 8a)

- e. (CP12–154) ART 011 Survey of Modern Art  
Assessments, Assignments, Textbooks  
1) Action on the course

A: Passed (see 8a)

- f. (CP12–155) ART 017 Intermediate Painting: Acrylic and Oil  
Name Change, Assessments, Textbooks  
1) Action on the course

M: to approve 8f and 8g - Robin Arie-Donch

S: Teri Yumae

Discussion: The effective date listed for ART 017 and 018 is spring 2013. Generally, courses submitted in fall would be effective the following fall. Students won't get credit for the class before then. The date was changed to fall 2013 and could be effective summer 2013. Robin noted that if offered with the old title in summer 2013, the new title can't be effective until fall 2013. Once added to ASSIST, the other course can't be in ASSIST. Joe stated that time is needed to process changes through the Board of Trustees except when adding experimental courses or DE. Robin needs to be notified of name and unit changes to ensure ASSIST (articulation documentation) is correct.

A: Passed with newer textbook added - unanimous

- g. (CP12–156) ART 018 Advanced Intermediate Painting: Acrylic and Oil  
Name Change, Assessments, Textbooks  
1) Action on the course

A: Passed (see 8f)

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

- a. (CP12–157) Early Childhood Education Transfer Degree  
AS-T degree  
1) Action on the program

Deferred to November 27.

## **10. MAJOR DELETIONS**

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

##### **a. Class maximum criteria?**

By the new contract clause implemented this summer, decisions will be partly up to the Committee. If someone wants to change a class maximum, they submit the proposal to the Curriculum Committee and approvals will be forwarded to the Workload Committee which will be formed with some faculty and administrative members. The Curriculum Committee could develop criteria and a form for faculty to document rationale for changes. Members agreed with Joe's offer to research other colleges, compile criteria and a form for Solano College, and bring it back to a Committee meeting for discussion. Maire read from the clause that a majority vote will be necessary. If the vote is tied, the VP of Academic Affairs and the Union President will make the decision.

##### **b. Course repeatability criteria?**

Joe explained that rationale must be documented for courses to remain repeatable. Athletics will be easy but some other courses will need to meet the new requirements with more involved documentation so Joe offered to research and complete a form draft for repeatability as well.

Joe also reported some good news for transferability. Under degree/transfer applicability in CurricUNET, a note comes up to refer people to the articulation officer which will give a heads-up to have the articulation officer involved in discussion. Erin Moore stated there is no record of which courses are or are not transferrable. She encouraged anyone making modifications to check transfer boxes where appropriate. Joe asked the Committee to be prepared to cover tech review items at the next meeting as there will not be time for the regular Tech Review Committee to meet. It's important not to hold things up. If possible, Joe and Erin will meet prior to the CC meeting.

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

None

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

Robin reminded members that faculty need only bring new courses to her for approval. She doesn't have to approve modifications. Joe added that significant modifications or questions should be discussed with Robin.

#### **14. OTHER**

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

#### **16. ADJOURNMENT**

M: Robin Arie-Donch

S: Debra Berrett

A: Passed – unanimous

Meeting adjourned at 2:48 p.m.

CC Minutes 11.13.12/ca