

Solano Community College
Academic Senate
CURRICULUM COMMITTEE
Adopted MINUTES
Tuesday, March 11, 2014
1:45 p.m., Room 503

1. ROLL CALL

Chair Joe Conrad called the meeting to order at 1:51 p.m.

Present: Robin Arie-Donch, Debra Berrett, Joe Conrad (Chair), Lisa Dillard (Curriculum Office), Marianne Flatland, Geff Freire (Student Vocational), Ruth Fuller, Neil Glines, Margherita Molnar, Erin Moore (Curriculum Analyst), Christian Ogden (Student Academic), Randy Robertson, Josh Scott, John Yu, Teri Yumae, Connie Adams (Administrative Assistant)

Absent/Excused: Michelle Arce, Curtiss Brown, Lynn Denham-Martin

Guests: Eric Bullis, Sarah Nordin, Michael Wyly

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: Neil Glines

S: Robin Arie-Donch

A: Passed - unanimous

3. CONSENT ITEMS

4. APPROVAL OF MINUTES – February 25, 2014 (Attachment)

M: Marianne Flatland

S: Debra Berrett

A: Passed – unanimous

5. ACTION ITEMS

6. NEW COURSES

7. COURSE MODIFICATIONS

a. (CP14-37) THEA 050 Acting for the Camera

Methods, Objectives, Assessments, Assignments, Content, Textbooks

1) Action on the course

M: Debra Berrett

S: Robin Arie-Donch

A: Passed - unanimous

b. (CP14-38) THEA 062D Fundamentals of Costume Design - Musical

Number, Title, Units, Repeatability, Description, Objectives, Assessments, Assignments, Content, Textbooks

1) Action on the course

M: Neil Glines

S: John Yu

Discussion: Eric Bullis reported the suite of costuming classes has been completed and the remaining courses will be on the next agenda. Robin pointed out this is not a GE course and GE applicability was removed under 3A. Members were concerned that students might think a final D grade would mean successful completion. The successful completion of English 1 advisory was changed to “completion of English 001 (minimum grade of C)”. To be consistent going forward, advisories referring to successful completion should state the minimum acceptable grade. “Classic” was added to the listed textbook and Eric stated he will also include a newer textbook. He noted the costume design textbooks are not

updated often and UCs are using the same book. Erin Moore confirmed it is the most updated version listed on Amazon.

A: Passed as amended - unanimous

8. CURRICULUM REVIEW – COURSE MODIFICATIONS

a. (CP14-39) CJ 001 Introduction to Criminal Justice

Description, Objectives, Assessments, Textbooks

- 1) Action on the course

M: Debra Berrett

S: Neil Glines

Discussion: Robin noted this course is approved for UC but not IGETC and she is not aware of any criminal justice courses on IGETC. She can submit it but it may be denied. "With a minimum grade of C" was added to the English advisory. Members questioned the type of writing assignments required. Sarah Nordin stated writing is limited to some weekly quizzes with short answers. "Essays" was removed and replaced with "short answer" under 12b. After more discussion about writing assignments in criminal justice classes, Erin stated the C-ID recommends eligibility for English 001. More rigor would be expected and under Required Writing Assignments "one to four pages per week of writing; for example, case studies, criminal reports, etc." was added. "Weekly or bi-weekly essay and objective examinations" was replaced by "weekly homework assignments and final examination" in Additional Assignment Information. Joe pointed out that C-ID advisories are just advisories and only co/prerequisites are required to match. The form isn't set up for advisory comments and the current advisory will be kept.

A: Passed as amended – unanimous

b. (CP14-40) CJ 002 Concepts of Criminal Law

Objectives, Assessments, Assignments, Textbooks

- 1) Action on the course

M: group b-f – Robin Arie-Donch

S: Marianne Flatland

Discussion: Robin pointed out that IGETC, and CSU GE should be cleared from Section E for CJ 002, 011, 051, 53. "Minimum grade of C" was added to the advisories as discussed earlier. Erin added "one to four pages per week" to written assignments.

A: Passed as amended – unanimous

c. (CP14-41) CJ 011 Community Relations

Objectives, Assessments, Assignments, Textbooks

- 1) Action on the course

A: Passed – see 8b

d. (CP14-42) CJ 051 Criminal Investigation

Description, Objectives, Assessments, Textbooks

- 1) Action on the course

A: Passed – see 8b

e. (CP14-43) CJ 053 Legal Aspects of Evidence

Objectives, Assessments, Assignments, Textbooks

- 1) Action on the course

A: Passed – see 8b

f. (CP14-44) CJ 056 Juvenile Procedures

Objectives, Assessments, Textbooks

- 1) Action on the course

A: Passed – see 8b

g. (CP14-45) OCED 070 Occupational Soft Skills

Number, Units, Objectives, Assessments, Assignments, Content, Textbooks

1) Action on the course

M: Robin Arie-Donch

S: Neil Glines

Discussion: Debra reported this course began as OCED 101. During Program Review instructors were strongly encouraged to see what courses could be transferable compared to other schools, to add more in-depth analysis of strengths and weaknesses, and to do action plans. This is one part of a two-part course and both can be taken during one semester. Some content from OCED 090 and 091, also being revised, has gone into this.

A: Passed – unanimous

h. (CP14-46) OCED 090 Occupational Work Experience

Methods of Instruction, Corequisite, Description, Objectives, Assessments, Assignments, Content, Textbooks

1) Action on the course

M: John Yu

S: Robin Arie-Donch

Discussion: Debra noted that last semester's Program Review showed these courses were out of line with what other schools are doing. Courses are not repeatable but now students can continue occupational education over several semesters.

A: Passed – unanimous

i. (CP14-47) OCED 091 General Work Experience

Methods of Instruction, Description, Objectives, Assessments, Assignments, Content, Textbooks

1) Action on the course

M: Marianne Flatland

S: John Yu

A: Passed – unanimous

9. NEW/REVISED CREDIT PROGRAMS OR CERTIFICATE PROGRAMS

a. (CP14-48) Art History A.A.-T. Degree

1) Action on the program modification

M: group 9a and 9b – John Yu

S: Robin Arie-Donch

Discussion: Changes were made to update and reflect recent change in course numbers from ART 003 to ART 003A and 003B. Marianne questioned what can be done about students coming from other schools who may not meet the course units that were recently increased here to 3.5 units. Erin Moore stated that the TMC indicates a minimum of 3 units for these courses, and SCC only offers these courses at 2 or 3.5 units. The degree needs to include 3.5 units for these courses since we do not offer the courses at 3 units. Marianne suggested when issues come up with slightly different units, clarity is needed on how it will affect graduating with an A.A.-T that may be short .5 unit. Erin Moore can add under required courses "choose three units from "a" and three units from "b" to give the total". CurricUNET is not showing the unit totals and changes will be reflected under required courses.

A: Passed - unanimous

b. (CP14-49) Art History A.A. Degree

1) Action on the program modification

A: Passed – see 9a

c. (CP14-50) Criminal Justice A.S.-T. Degree

1) Action on the new program

M: Debra Berrett

S: Marianne Flatland

Discussion: Erin Moore confirmed papers are in order for this degree and only the title was updated per the Chancellor's Office.

A: Passed – unanimous

d. (CP14-51) English A.A.-T Degree

1) Action on the new program

M: Josh Scott

S: Marianne Flatland

Discussion: Michael noted English 004, List C should be amended from 4 to 3 units. He added English 005 has a statewide appeal for articulation needs and that a plan is in place to start English 5 courses here.

A: Passed as amended - unanimous

e. (CP14-52) English A.A. Degree

1) Action on the program modification

M: John Yu

S: Josh Scott

Discussion: This addresses local requirements of surrounding CSUs to accommodate students transferring to a school of their choice. A planned pattern of courses will allow them to have options for a single degree. With an additional six units students will be eligible for the A.A.-T while working on this degree. English 004 was corrected to 3 units.

A: Passed as amended – unanimous

f. CP14-53) Theatre A.A.-T Degree

1) Action on the new program

M: Tabled – Erin reported that Eric asked to table this degree in order to include additional courses that will be on the next agenda.

10. MAJOR DELETIONS

11. REPORT FROM THE CHAIR

a. Update on ADTs

Joe reported the Chancellor's Office has approved eight transfer degrees. English and Criminal Justice, approved by the Committee today, will be submitted to the Board of Trustees for approval and then on to the Chancellor's Office. Erin Moore reported that the Chancellor's Office sent back a degree for revisions because a course was denied for C-ID approval. This course is in the process of being revised and will be resubmitted upon Curriculum Committee approval. IGETC for STEM has been approved, which will reduce some of the unit requirements. However, IGETC for STEM can only be used for the Chemistry, the only ADT approved for its use so far. The CSUs will not allow IGETC for STEM for Computer Science. The College only has Computer Science CTE degrees and none that are designed for transfer students so we are not required to make an ADT for it.

Because a Chemistry ADT will be needed, someone in math or science will have to take one of their courses and reduce units, maybe by just one unit for restrictions of transfer degrees, CSU and IGETC STEM requirements. Erin pointed out other programs will also have to be considered for impact due to unit changes. Math 020 and 021 unit changes would impact biology, physics, math and other programs. Computer Science may only have one extra unit as well. Marianne noted that Math 020 and 021 were articulated and just recently increased to 5 units and it would probably be best to reduce Math 020. Joe clarified it was administration that wanted units increased in Math 020 and 021. Title 5 gives ways around units meeting hours, but then there can be workload issues. The Chemistry ADT will need to be approved by the end of next year.

12. REPORT FROM THE VICE PRESIDENT OF ACADEMIC AFFAIRS

No report

13. REPORT FROM THE ARTICULATION OFFICER

Robin reminded members, as the end of semester gets closer and the agendas get filled, she needs enough lead time to review courses. Inform colleagues to let Robin know if they have new courses to be transferable

14. OTHER

a. Pre/Corequisite policy/procedures process

Joe emailed the policy draft last night. The Committee has been discussing changing the current Board procedures. Content review and content review with statistical validation is clearly spelled out in the draft. A couple clauses required by Title 5 were added and a couple more may be needed. The plan should have everything it needs for workability. Erin suggested more definition of purpose for taking co and prerequisites. Joe replied that Title 5 definitions could be used. Since concurrent classes can't be done in Banner, Josh queried if there is a way Banner could acknowledge the corequisite definition. Erin will work with IT for a solution. Ruth added that someone needs to define corequisites for students as well.

Ruth addressed page 5, item G in the draft and asked for clarification of who could deem what is disproportionate. Joe replied that, if used for reading, writing, or math prerequisite, the College is to monitor progress on student equity and the assumption is that it would be done by the Research & Development Office. The language was copied from Title 5. Ruth suggested it should mean the discipline course, rather than a skill. Item G was changed to "if a prerequisite is a pre-collegiate course in reading," etc. Under 5h, Recency and Other Measures, items 1 and 2 were removed. Joe will revise the draft and bring it back to the next meeting.

15. OPEN DISCUSSION

16. ADJOURNMENT

M: Debra Berrett

S: Josh Scott

A: Passed – unanimous

The meeting adjourned at 3:22 pm.

CC Minutes 03.11.14/ca