

Solano Community College
Academic Senate
CURRICULUM COMMITTEE
Adopted Minutes
Tuesday, March 25, 2014
1:45 p.m., Room 503

1. ROLL CALL

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

Robin Arie-Donch, Debra Berrett, Curtiss Brown, Joe Conrad (Chair), Lisa Dillard (Curriculum Office), Marianne Flatland, Geff Freire (Student Vocational), Ruth Fuller, Erin Moore (Curriculum Analyst), Josh Scott, John Yu, Teri Yumae, Connie Adams (Administrative Assistant)

Absent/Excused: Michelle Arce, Lynn Denham-Martin, Neil Glines, Margherita Molnar, Christian Ogden (Student Academic), Randy Robertson,

Guest: Matthew Dudman

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: Teri Yumae

Discussion: Joe noted typos to be corrected: under item 6, letter a, b, and c (after g) corrected to h, i, and j; under item 7, letters d – p corrected to a – m.

A: Passed – unanimous

3. CONSENT ITEMS

- a. Change THEA 062 (approved last meeting) to THEA 032 and adjust hours to the correct value.
- b. Change MUSC 162 (approved 2-11-14) to MUSC 062.
- c. Accept OCED Curriculum Review Form

4. APPROVAL OF MINUTES – March 11, 2014 (Attachment)

M: Marianne Flatland

S: Robin

Discussion: “Robin pointed out that IGETC, and CSU GE should be cleared from Section E for CJ 002, 011, 051, 53” was added to the 8b discussion.

A: Passed as amended - unanimous

5. ACTION ITEMS

- a. Pre/Corequisite Board Procedures Proposal

M: Josh Scott

S: Marianne Flatland

Discussion: Joe reported the changes made to the proposal since last meeting’s discussion: “May be taken concurrently” was added as a local statement; Recency (1h) was revised; Curriculum Committee Training (1j) was added. Josh suggested training opportunities should be available for people who aren’t on the Committee. Joe added “and any interested individuals” to “establish training for members”. He noted this new training is required by Title 5. The old Stand Alone Training is no longer required.

Before content review is implemented the College Governing Board must adopt a plan that includes: training; evaluating research for impact; methods to decide which courses might be used to develop pre/corequisites; ensure educational goals are not unnecessarily impeded. Joe asked for ideas on how to include the latter or have as a separate plan. If a prerequisite on a course slows down a student’s progress towards their degree, is there something else they can take in the meantime? Prerequisites should not be added all at once. Joe suggested a provision for the appropriate numbers of course sections, which is part of what deans do. Faculty make suggestions to deans, but it is ultimately the job of administration to schedule courses. An attachment could be added to state a plan. Josh suggested adding a separate co/prerequisite attachment as well. Joe clarified that, if passed today, this draft will stay with the Committee until other items are vetted, edited as needed, and approved before forwarding to the Academic Senate, Shared Governance, and the Board of Trustees. The departmental impact used now on CurricUNET can be incorporated as well. He will work on additional attachments as discussed for the next meeting.

A: Passed – unanimous

6. NEW COURSES

a. (CP14-3) MUSC 062 Introduction to Pro Tools (Tabled 2-11-14)

New Course Proposal

1) Action on the course

M: Debra Berrett

S: Robin Arie-Donch

Discussion: Matthew Dudman reported this is first on a list of courses he developed with the intent to create two commercial music majors, music recording and music business. There are advanced sound electives on this agenda as well. Advisories were corrected as follows: "MUSC 152" changed to "MUSC 052"; removed "MATH 002" and "minimum math standards"; rewording to "SCC minimum English standard"; "MUSC 052 with a minimum grade of C".

A: Passed - unanimous

b. (CP14-4) MUSC 063 Pro Tools Production (Tabled 2-11-14)

New Course Proposal

1) Action on the prerequisite

M: Robin Arie-Donch

S: John Yu

Discussion: The prerequisite will be changed in CurricUNET from MUSC 061 to MUSC 062.

A: Passed – unanimous

2) Action on DE

M: Robin Arie-Donch

S: Marianne Flatland

Discussion: Erin Moore confirmed that Dale Crandall-Bear, DE Coordinator, has approved this item.

A: Passed – unanimous

3) Action on the course

M: Robin Arie-Donch

S: John Yu

A: Passed – unanimous

c. (CP14-5) MUSC 066A Advanced Sound Recording - Signal Processing (Tabled 2-11-14)

New Course Proposal

Discussion: Matthew Dudman reported the MUSC 066 series are 1.5-unit classes for advanced sound techniques in certain areas.

1) Action on the prerequisite

M: group 6c-6g – Debra Berrett

S: Curtiss Brown

A: Passed – unanimous

2) Action on DE

M: group 6c, 6e, and 6g – Debra Berrett

S: Marianne Flatland

Discussion: Erin Moore reported she emailed the DE Coordinator for approvals missing on 6c and 6e.

A: Passed contingent upon Dale Crandall-Bears' approval - unanimous.

3) Action on the course

M: group 6c – 6g – Robin Arie-Donch

S: Debra Berrett

Discussion: Matthew noted two more recording courses were completed today and will be on the next agenda.

A: Passed - unanimous

d. (CP14-6) MUSC 066B Advanced Sound Recording - Microphone Technique (Tabled 2-11-14)

New Course Proposal

- 1) Action on the prerequisite

A: Passed – see 6c 1

- 2) Action on the course

A: Passed – see 6c 3

e. (CP14-54) MUSC 066C Advanced Sound Recording - Mixing and Mastering

New Course Proposal

- 1) Action on the prerequisite

A: Passed – see 6c 1

- 2) Action on DE

A: Passed – see 6c 2

- 3) Action on the course

A: Passed – see 6c 3

f. (CP14-55) MUSC 066D Advanced Sound Recording - Analog Recording

New Course Proposal

- 1) Action on the prerequisite

A: Passed – see 6c 1

- 2) Action on the course

A: Passed – see 6c 3

g. (CP14-56) MUSC 066E Advanced Sound Recording - Home Studio Recording

New Course Proposal

- 1) Action on the prerequisite

A: Passed – see 6c 1

- 2) Action on DE

A: Passed – see 6c 2

- 3) Action on the course

A: Passed – see 6c 3

h. (CP14-57) PLSC 004 Introduction to Political Science

New Course Proposal

- 1) Action on the course

M: Robin Arie-Donch

S: Marianne Flatland

Discussion: This course was created for the transfer degree. It was revised as requested from a past discussion. Because a substantial research paper of 15-20 pages is an assignment, Josh asked the Committee to take a stand and require English 001 as a prerequisite, rather than as an advisory. Ruth Fuller agreed since English 001 covers research papers. Robin stated there was no way to establish it as a prerequisite before but she agreed the Committee should make some demands in the future. With the requirement for a huge research paper, that background instruction is needed. Students could score well on tests but they may not be able to research and write a paper. Josh recommended when there are specific requirements for research papers, the Committee should have guidelines. Ruth noted that, in the past, students would be asked for a research project, rather than a research paper, when English 001 wasn't a prerequisite. There is no other way to establish if they have research skills. Robin added this is an upper division course in terms of requirements. Joe pointed out the C-ID descriptor doesn't specify methods of evaluation and states "may include as appropriate" and lists examples. Robin reported that twenty years ago she and another instructor tried to get prerequisites established but were stopped. Josh reiterated that it is the Curriculum Committee's task to establish requisite guidelines. Ruth noted that students have changed over time as well and students will think courses titled as "Intro" are not as in-depth. The Committee agreed to table this item and return with the recommendation to lower written requirements. Marianne pointed out a precedent has already been set for other PLSC courses: PLSC 002 has PLSC 001 as prerequisite and English 001 as advisory. They request 8-11 pages of combined critical essays and/or research papers and three short essays respectively. Joe acknowledged the writing assignments aren't aligned with other Political Science and intro courses.

M: Table – Josh Scott

S: Robin Arie-Donch

A: Tabled – unanimous

- i. (CP14-58) THEA 032A Fundamentals of Costume Design - Comedy
New Course Proposal

1) Action on the course

M: group I and j – Robin Arie-Donch

S: Debra Berrett

Discussion: Joe pointed out that items 6i and 6j are more specific costume design courses, following the THEA 032B Costume Design course that was approved at the last meeting.

A: Passed - unanimous

- j. (CP14-59) THEA 032C Fundamentals of Costume Design - Classical
New Course Proposal

1) Action on the course

A: Passed – see 6i

7. **COURSE MODIFICATIONS**

- a. (CP14-60) AMST 001 An Interdisciplinary Study of American Culture
Course Deletion

1) Action on the course

M: group 7a, 7e, 7f, 7g, and 7h – Josh Scott

S: Debra Berrett

A: Passed – unanimous

- b. (CP14-61) AMST 002 An Interdisciplinary Study of American Culture
Course Deletion

1) Action on the course

M: group 7b, 7c, and 7d – Marianne Flatland

S: John Yu

Discussion: Joe reported modifications were made for C-ID approval.

A: Passed - unanimous

- c. (CP14-62) ANTH 001 Physical Anthropology
Description, Objectives, Assessments, Assignments, Content, Textbooks

1) Action on the course

A: Passed – see 7b

- d. (CP14-63) ANTH 002 Cultural Anthropology
Description, Objectives, Assessments, Assignments, Content, Textbooks

1) Action on the course

A: Passed – see 7b

- e. (CP14-64) ENGL 013 Mystery Fiction
Course Deletion

1) Action on the course

A: Passed – see 7a

- f. (CP14-65) ENGL 032 Introduction to Native American Literature
Course Deletion

1) Action on the course

A: Passed – see 7a

- g. (CP14-66) ENGL 035 Chicana/o Literature
Course Deletion

1) Action on the course

A: Passed – see 7a

h. (CP14-67) ENGL 037 Survey of Asian American Literature
Course Deletion

1) Action on the course

A: Passed – see 7a

i. (CP14-13) MUSC 052 Sound Recording (Tabled from 2-11-14)
Description, Assessments, Assignments, Textbooks

1) Action on the course

M: Marianne Flatland

S: Robin Arie-Donch

Discussion: This course is an update to a previously existing course.

A: Passed – unanimous

j. (CP14-68) MUSC 060 Sound Recording Lab
Number, Title, Units, Methods of Instruction, Advisory, Corequisite, Description, Objectives,
Assessments, Assignments, Content, Textbooks

1) Action on the corequisite

M: Robin Arie-Donch

S: Marianne Flatland

Discussion: Matthew reported that all his students are requesting this lab. Teri pointed out a correction needed which Matthew made: 7b Corequisite to “any sound recording course (MUSC 050-099)” changed to “MUSC 052, 061, 062, 063 or 066A-G”. Robin noted course numbers should be reviewed in conjunction with a dean as there are some you don’t want to use in case courses get resurrected. RAD usually do in conjunction with dean as there are some things you don’t want to use in case courses get resurrected.

A: Passed – unanimous

2) Action on the course

M: Robin Arie-Donch

S: Marianne Flatland

Discussion: Erin Moore stated the Chancellor’s Office will want a specific textbook listed. Matthew added a textbook.

A: Passed – unanimous

k. (CP14-14) MUSC 061 MIDI and Computer Music Sequencing and Scoring
Add hybrid, Description, Objectives, Assessments, Assignments, Textbooks

3) Action on DE

Discussion: there is no DE with this course

4) Action on the course

M: Robin Arie-Donch

S: Debra Berrett

Discussion: Corrections made: removed “non-transferable” under Section K, 4b; removed “including making it non-transferable and including it in CTE” from Section A; 7a Course Advisory added to MUSC 027 “with minimum grade of C”

A: Passed – unanimous

l. (CP14-69) PHIL 006 Introduction to Political Philosophy
Title, Advisory, Textbooks

1) Action on the course

This is the same course as PLSC 006 and will be cross listed with it.

M: Josh Scott

S: John Yu

A: Passed – unanimous

m. (CP14-70) THEA 032B Fundamentals of Costume Design

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

1) Action on the course

M: Marianne Flatland

S: Teri Yumae

A: Passed – unanimous

8. CURRICULUM REVIEW – COURSE MODIFICATIONS

a. (CP14-71) MT 120 Principles of Analog Electronics

Methods of Instruction, Assignments, Textbooks

1) Action on the course

M: group 8a-8f – Debra Berrett (Student rep Geff Freire also strongly endorsed these courses)

S: John Yu

Discussion: Joe reported that, although some of these mechatronics courses show a dean hold on approval, Dean Morinec released the holds. The hope is to have a full-time instructor in the near future to complete more major modifications.

A: Passed – unanimous

b. (CP14-72) MT 122 Principles of Digital Electronics

Assignments, Textbooks

1) Action on the course

A: Passed – see 8a

c. (CP14-73) MT 130 Principles of Mechanical Power Systems

Methods of Instruction, Assignments, Textbooks

1) Action on the course

A: Passed – see 8a

d. (CP14-74) MT 132 Principles of Fluid Power Systems

Assignments, Textbooks

1) Action on the course

A: Passed – see 8a

e. (CP14-75) MT 140 Principles of Industrial Electrical Systems

Methods of Instruction, Assignments, Textbooks

1) Action on the course

A: Passed – see 8a

f. (CP14-76) MT 164 Programmable Logic Controllers

Methods of Instruction, Assignments, Textbooks

1) Action on the course

A: Passed – see 8a

9. NEW/REVISED CREDIT PROGRAMS OR CERTIFICATE PROGRAMS

a. (CP14-53) Theatre A.A.-T Degree (Tabled from 3-11-24)

1) Action on the new program

M: Debra Berrett

S: Teri Yumae

Discussion: Erin Moore confirmed all paperwork was submitted.

A: Passed – unanimous

b. (CP14-77) History A.A.-T Degree

1) Action on the new program

M: Josh Scott

S: John Yu (Student rep Geff Freire strongly endorsed this degree)

Discussion: Erin Moore confirmed all paperwork was submitted.

A: Passed – unanimous

c. (CP14-78) Ethnic Studies A.A. Degree

1) Action on the program modification

M: John Yu

S: Marianne Flatland

Erin Moore worked with Karen McCord restructuring this degree to get it pushed through for fall. Many previous courses were eliminated that were difficult for students to follow as they were broken up into different areas. It will now be easier to follow and will give students more variety to choose from and the plan is to be in the upcoming catalog as well. There will also be a new Certificate of Achievement that has not yet been submitted.

A: Passed - unanimous

10. MAJOR DELETIONS

11. REPORT FROM THE CHAIR

a. Update on ADTs

Joe reported, as of today, eight ADTs have been approved by the Chancellor's Office; five more have been approved locally; fifteen of the sixteen needed have gone through the Committee; Anthropology (#16) is close and should be to the committee soon. ADTs approved through today will be in the upcoming catalog, but Anthropology won't be in until next spring due to timing of catalog production.

12. REPORT FROM THE VICE PRESIDENT OF ACADEMIC AFFAIRS

No report

13. REPORT FROM THE ARTICULATION OFFICER

No report

14. OTHER

a. Discipline List change proposals

IVP White asked Joe to mention to the Committee that now is the time to submit proposals for discipline and minimum qualifications list changes to the Chancellor's Office. If anyone has or knows of faculty who would like to change the discipline list, it is time to start working on it.

15. OPEN DISCUSSION

16. ADJOURNMENT

M: Marianne Flatland

S: Debra Berrett

A: Passed – unanimous

Meeting adjourned at 3:23 p.m.

CC Minutes 03.25.14/ca