

Solano Community College  
Academic Senate  
CURRICULUM COMMITTEE  
***Adopted Minutes***  
Tuesday, November 26, 2013  
1:30 p.m., Room 503

**1. ROLL CALL**

Michelle Arce, Robin Arie-Donch, Debra Berrett, Curtiss Brown, Joe Conrad (Chair), Lynn Denham-Martin, Erin Duane, Marianne Flatland, Margherita Molnar, Erin Moore (Curriculum Analyst), Randy Robertson, Josh Scott, John Yu, Teri Yumae, Arturo Castillo (Student Rep), Connie Adams (Administrative Assistant)

Absent/excused: Maire Morinec

Guests: Lisa Abbott, Sabine Bolz, Sal Codina; Amy Obegi

**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: Robin Arie-Donch

S: Lynn Denham-Martin

Discussion: Joe pointed out, as per his email, some agenda items are not ready and need to be tabled as follows: issues identified by the Articulation Officer have to be addressed for 6b, 6c, and 6e; Theatre courses 7g – 7t; auto tech courses 8a – 8e.

**A: Passed as amended** - unanimous

**3. CONSENT ITEMS**

**4. APPROVAL OF MINUTES** – November 12, 2013 (Attachment)

M: Erin Duane

S: Curtiss Brown

Discussion: Item 7k on page 3 - "UC" corrected to "CSU GE A-1".

**A: Passed as amended** – unanimous

**5. ACTION ITEMS**

a. Archived courses deletion resolution

Joe clarified that deleted courses can be reactivated if brought back to and approved by the Curriculum Committee under new courses.

M: Lynn Denham-Martin

S: Erin Duane

A: Passed – unanimous

**6. NEW COURSES**

a. (CP13-223) PSYC 007 Cross-Cultural Psychology (Tabled from 11-12-13)

New Course Proposal

1) Action on the course

M: Robin Arie-Donch

S: Debra Berrett

Discussion: Class size 30 compromise was made. Marianne queried why more specific information wasn't included regarding what U.S. cultures would be covered in the course. Robin suggested either noting specific cultures or "several" cultures in the U.S. Sabine requested the second to last sentence in course description be changed to "Various ethnic populations within the United States will be examined."

**A: Passed as amended** – unanimous

b. (CP13-233) ANTH 001L Physical Anthropology Laboratory

New Course Proposal

1) Action on the prerequisite

2) Action on the course

**A: Tabled** see item 2

- c. (CP13-234) ATEC 134 Automatic Transmissions/Transaxle  
New Course Proposal
  - 1) Action on the prerequisite
  - 2) Action on the course

**A: Tabled** see item 2

- d. (CP13-234) PLSC 003 -Introduction to International Politics  
New Course Proposal
  - 1) Action on the course

M: Robin Arie-Donch

S: Randy Robertson

Discussion: Joe explained this looks like a course modification because it was taken out of the catalog and is now being reactivated. Erin Moore will send a help desk ticket to CurricUNET to correct B-1 and IGETC applicability to show 4H, as shown in the edit function. She added "C or better" to Course Advisory.

**A: Passed** – unanimous

- e. (CP13-235) PLSC 004 Introduction to Political Science  
New Course Proposal
  - 1) Action on the course

**A: Tabled** see item 2

## 7. **COURSE MODIFICATIONS**

- a. (CP13-236) CDFS 065 Early Childhood Education Practicum I  
Prerequisite, Textbooks
  - 1) Action on the prerequisite

Amy Obegi reported the change was initiated due to C-ID indicators needed by fall 2014, to create a better sequence, and to add CDFS 50 as a prerequisite to ensure students learn to prepare curriculum before their student teaching assignments.

M: Lynn Denham-Martin

S: John Yu

**A: Passed** - unanimous

- 2) Action on the course

M: Lynn Denham-Martin

S: Robin Arie-Donch

**A: Passed** – unanimous

- b. (CP13-237) HIST 017 History of the United States to 1877  
Title
  - 1) Action on the course

M: Erin Duane

S: Randy Robertson

Discussion: This is also on the agenda due to the C-ID process. The title was changed and textbooks updated.

**A: Passed** - unanimous

- c. (CP13-238) KINE 004F Beginning Hip-Hop Dance  
Hours, Objectives
  - 1) Action on the course

M: group 7c – 7e – Curtiss Brown

S: John Yu

Discussion: Curtiss reported changes are in title and numbers and some hours were corrected. He requested approval for spring rather than fall. Erin Moore noted the hours will not be revised at this time so the contact hours remain consistent with other KINE courses until the KINE department adjusts the contact hours for all courses.

**A: Passed** - unanimous

- d. (CP13-239) KINE 006E Fundamentals of Yoga

Name, Hours, Objectives, Textbooks

- 1) Action on the course

**A: Passed** - see 7c

- e. (CP13-240) KINE 007F Beginning Archery

Name, Hours, Objectives, Textbooks

- 1) Action on the course

**A: Passed** - see 7c

- f. (CP13-241) KINE 057 Introduction to Sports Psychology

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

- 1) Action on the course

M: Robin Arie-Donch

S: Erin Duane

**A: Passed** - unanimous

- g. (CP13-242) THEA 001 Introduction to Theatre

Title, Description, Objectives, Assessments, Assignments, Textbooks

- 1) Action on the course

**A: Tabled** – see item 2

- h. (CP13-243) THEA 003 Theatre History 1

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

- 1) Action on the course

**A: Tabled** – see item 2

- i. (CP13-244) THEA 004 Theatre History 2

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

- 1) Action on the course

**A: Tabled** – see item 2

- j. (CP13-245) THEA 010 Acting I

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

- 1) Action on the course

**A: Tabled** – see item 2

- k. (CP13-246) THEA 011 Acting II

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

- 1) Action on the course

**A: Tabled** – see item 2

- l. (CP13-247) THEA 012A Rehearsal and Performance in Production - Comedy

Number, Title, Description, Objectives, Assessments, Content

- 1) Action on the course

**A: Tabled** – see item 2

- m. (CP13-248) THEA 012B Rehearsal and Performance in Production - Drama

Number, Title, Hours, Description, Objectives, Assessments, Content

- 1) Action on the course

**A: Tabled** – see item 2

- n. (CP13-249) THEA 020 Stagecraft

Number, Description, Objectives, Assessments, Assignments, Content, Textbooks

- 1) Action on the course

**A: Tabled** – see item 2

- o. (CP13-251) THEA 021 Introduction to Stage Lighting

Title, Description, Objectives, Assessments, Assignments, Content, Textbooks

- 1) Action on the course

**A: Tabled** – see item 2

- a. (CP13-252) THEA 022A Technical Theatre in Production-Comedy

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

- 1) Action on the course

**A: Tabled** – see item 2

- b. (CP13-253) THEA 022B Technical Theatre in Production-Drama

Number, Description, Objectives, Assessments, Assignments, Content

- 1) Action on the course

**A: Tabled** – see item 2

- c. (CP13-254) THEA 024 Stage Make-Up

Number, Description, Objectives, Assessments, Assignments, Content, Textbooks

- 1) Action on the course

**A: Tabled** – see item 2

- d. (CP13-255) THEA 025 Introduction to Theatre Design

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

- 1) Action on the course

**A: Tabled** – see item 2

- e. (CP13-256) THEA 050 Performance for the Camera

Methods, Objectives, Assessments, Assignments, Content, Textbooks

- 1) Action on the course

**A: Tabled** – see item 2

## **8. CURRICULUM REVIEW – COURSE MODIFICATIONS**

- a. (CP13-257) ATEC 070 Automotive Fundamentals

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

- 1) Action on the course

**A: Tabled** – see item 2

- b. (CP13-258) ATEC 130 Automotive Suspension and Steering

Title, Units, Contact Hours, Methods of Instruction, Prerequisite, Description, Objectives, Assessments, Assignments, Content, Textbook

- 1) Action on the prerequisite

- 2) Action on the course

**A: Tabled** – see item 2

- c. (CP13-259) ATEC 131 Automotive Electrical Systems

Units, Contact Hours, Prerequisite, Description, Objectives, Assessments, Assignments, Content, Textbooks

- 1) Action on the prerequisite

- 2) Action on the course

**A: Tabled** – see item 2

- d. (CP13-260) ATEC 132 Automotive Brake Systems

Title, Units, Contact Hours, Prerequisite, Description, Objectives, Assessments, Assignments, Content, Textbooks

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

**A: Tabled** – see item 2

e. (CP13–261) ATEC 133 Automotive Engine Repair

Title, Units, Contact Hours, Prerequisite, Description, Objectives, Assessments, Assignments, Content, Textbooks

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

**A: Tabled** – see item 2

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

a. (CP13–263) Kinesiology

Transfer degree proposal

- 1) Action on the program

M: Lynn Denham-Martin

S: Erin Duane

**A: Passed** – unanimous

## 10. **MAJOR DELETIONS**

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

a. Update on ADTs

With Kinesiology just approved today, the College has approved four ADTs. Theatre, history, anthropology, and political science are currently working on transfer degrees. English has items to be cleared up for the degree to be completed.

b. Report from regional curriculum conference

*Repeatability and Repetition:* Joe attended the recent conference and reported repeatability, repetition and non-credit course curriculum rules and guidelines from the Chancellor's Office were discussed and a lawyer from that office spoke as well. Joe explained the College offers not-for-credit classes (Community Service/Vista) but not non-credit courses. Not-for-credit offerings do not receive funds from the state and are not involved with the Chancellor's Office. Non-credit curriculum is under strict state guidelines, has to go to the Chancellor's Office, and does get a low apportionment. There are about ten areas, including Basic Skills and DSL courses, which can be given as non-credit with fewer restrictions. In response to a question about advantages to offer non-credit curriculum Joe explained it can be more self-paced, open entry/open exit, and instructors don't have to have a master's degree.

*Transfer degrees:* The Chancellor's Office has set a goal that requires the College to have 16 transfer degrees in place by fall 2014 but allows credits so that, for example, music could be replaced by studio arts. However, new state legislation (SB 440) requires all current degrees at a school for which there is a transfer degree have to have a transfer degree in place by fall of 2015 and no credits (exchanges) will be allowed. Any additional new degrees will have to be implemented as well. For example, if a chemistry transfer degree were approved tomorrow, the College would have 18 months to complete the degree. Robin confirmed with someone at the Chancellor's Office that specifics of the legislation are still being developed.

*C-IDs:* The State Curriculum Chair reported that some schools have copied and pasted the objectives or content from C-ID descriptors in their course outlines of record. Although it is not illegal, it shouldn't be done, and C-IDs should be customized for a school's specific courses. Erin Moore pointed out that C-ID descriptors are automatically articulated with CSUs but not UCs. Robin reported that UCs are not approving some courses that were changed for C-ID and they have to be resubmitted to comply with UC requirements.

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

No report

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

Robin requested members remind everyone in their areas to please be sure to give her at least two weeks' notice for new or significantly modified courses that need review. Besides ensuring the review can be done, that lead time also helps her assist people with research, if needed.

Robin would like to find meeting time for a GE discussion to clarify where courses fit in GE. Marianne brought copies of GE lists to distribute. IGETC, CSU, and Solano GE documents can also be found in the electronic catalog.

#### **14. OTHER**

##### **a. Pre/Corequisite policy/procedures update**

Joe emailed a draft that Erin Duane and he worked on. Erin reported that much of the information was copied from legal documents that she reviewed when examining College policy to follow Title 5. Forms will have to be created. Erin reported the policy draft was based on mandates and documents published by authoritative bodies, information from Title 5, and various implementation overviews from other schools. Content Review without statistical evaluation is covered. A plan and procedures are needed as well as a form for faculty to demonstrate they have seriously reviewed everything. The policy will go to the Academic Senate and the Board of Trustees for approval due to changes in current procedure. Joe opined Board policy for co/prerequisites can probably be kept because it states the College will do what Title 5 says. Content review with or without statistical validation can be decided by faculty on a case-by-case basis. Title 5 revisions allow some choices and freedom. The biggest changes would be in cross disciplinary prerequisites. Statistical validation only works by showing students will fail. The new policy and procedures will have to be officially adopted and training put in place. Verbiage is needed to ensure regular review to ensure there is no disproportionate impact. The goal is to have this passed in early spring.

Josh reported he met with IVP White and the Liberal Arts dean to discuss highlighting content review validation with LR10 and English 1. That process would help iron out problems before submission to the Board. Joe added that cross-discipline content review requires dialog between the departments offering the course and the prerequisite. The form should be developed to show that discussion has taken place. Joe asked everyone to review the document, forward questions, and bring input back in January.

##### **b. Curriculum Review schedule**

Joe presented the schedule on screen and noted it needs to be reviewed due to reorganization. Joe is working on making Curriculum Review match Program Review with a year lag. Some areas and schools are off the schedule and don't have to complete reviews if done in the last year or two. Some schools will be split in half until all can get back on a regular schedule. The revised schedule will be brought back as an action item in January.

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

None

#### **16. ADJOURNMENT**

M: Josh Scott

S: John Yu

The meeting was adjourned at 3:02 pm.

CC Minutes 11.26.13/ca