

Solano Community College  
Academic Senate  
CURRICULUM COMMITTEE  
**Adopted Minutes**  
Tuesday, October 22, 2013  
1:30 p.m., Room 503

**1. ROLL CALL**

Joe called the meeting to order at 1:34 pm

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), Maire Morinec, Randy Robertson, Josh Scott, John Yu, Teri Yumae, Connie Adams (Administrative Assistant)  
Absent/Excused: Toni Dickinson (Student Rep)

Guest: Laura Maghoney

**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: Marianne Flatland

S: Robin Arie-Donch

Discussion: Members agreed to place item 8 immediately after item 4 to accommodate guest Laura Maghoney.

**A: Passed** - unanimous

**3. CONSENT ITEMS**

**4. APPROVAL OF MINUTES** – October 8, 2013 (Attachment)

M: Robin Arie-Donch

S: Margherita Molnar

Discussion: corrections were made as presented on screen.

**A: Passed** – unanimous

**5. ACTION ITEMS**

**6. NEW COURSES**

**7. COURSE MODIFICATIONS**

a. (CP13-213) GEOG 001 Physical Geography

Description, Objectives, Content, Textbooks

1) Action on the course

Changes to geography and geology courses were made to match C-ID descriptors and were motivated by the desire for a transfer degree although one is not required.

M: group 7a – 7h for approval – Erin Duane

S: Robin Arie-Donch

Discussion: Robin raised concern that no writing assignments are shown on Geography 1 and there is no indication if the final exam is in writing. UCs are starting to question courses they haven't questioned before and sending in UC transferable courses with no writing will present problems. Geology does have writing assignments. Due to so many changes, including content, UCs may insist on seeing changes that Robin would have to send in. Members noted other concerns: the writing assignments found in "other" should be placed into "Required Writing Assignments"; Geography 4 has no required writing assignments but states there is a research paper and there should be more specificity; there should be an advisory for successful completion of English 1. Erin Moore would have to look through all courses requiring English 1 eligibility and change manually based on the suggestion the advisory should be the same for all the Geography courses. Joe pointed out that, as courses come through for review, that would be the time to make changes from here on out. Course advisories should have content review. The term "research paper" could vary in different courses and assignments should be more specific. If the instructor is requiring a research paper, it would be good to ask him if there will be instructions on how to do a research paper. English 1 eligibility might be adequate.

Josh questioned how distinctions are made between recommendation, requirement, or advisory. If a student has to write a ten-page paper, citing sources, they may be set up for failure without requiring prerequisite English. Joe responded that instructors might not be aware of where a student is in English and how much that affects what they're going to assign them. Josh noted that, if teachers haven't seen much writing from the student and research papers are written more towards the end of semester, it can be a problem, depending on the specific type of paper required. Robin pointed out that counselors are trying to steer students away from high requirements and place them appropriately. Due to questions noted, members agreed to table items 7a – 7h.

M: table courses – Maire Morinec

S: Erin Duane

A: **Tabled** – unanimous

b. (CP13-214) GEOG 001L Physical Geography Laboratory

Description, Objectives, Content, Textbooks

1) Action on the course

A: **Tabled** see 7a

c. (CP13-215) GEOG 002 Cultural Geography

Description, Objectives, Content, Textbooks

1) Action on the course

A: **Tabled** see 7a

d. (CP13-216) GEOG 004 World Geography

Description, Objectives, Content, Textbooks

1) Action on the course

A: **Tabled** see 7a

e. (CP13-217) GEOG 006 California Geography

Description, Objectives, Textbooks

1) Action on the course

A: **Tabled** see 7a

f. (CP13-218) GEOG 010 Introduction to Geographic Information Systems

Description, Objectives, Content, Textbooks

1) Action on the course

A: **Tabled** see 7a

g. (CP13-219) GEOL 001 Physical Geology

Description, Objectives, Content, Textbooks

1) Action on the course

A: **Tabled** see 7a

h. (CP13-220) GEOL 010 Introduction to Geographic Information Systems

Description, Objectives, Content, Textbooks

1) Action on the course

A: **Tabled** see 7a

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

a. (CP13-221) ECON 001 Principles of Economics (Macroeconomics)

Method of Instruction, Advisory, Prerequisites, Description, Objectives, Assessments, Content

1) Action on the prerequisite

Laura Maghoney explained that Economics is required for the Business Transfer Degree and the courses are being modified in order to obtain the C-IDs and Math 330 was added as a prerequisite with a minimum grade of C. College data isn't cumulative, only from the semester before, so Laura had to research data before that. Many other community colleges require elementary (330) or intermediate algebra as a prerequisite. From the end of semester (not from census), about 2/3 of remaining students

pass Economics. Most four year colleges do not require Math 330 as a prerequisite since it is already a prerequisite for admission to four year schools. The State RP group is creating a document on validation for co/prerequisites that will hopefully be helpful. Since the last meeting, thanks to Erin Moore and helpful people at CurricUNET, there is an icon to see course content review that will help with revalidation for curriculum review. Before, it was only visible to proposers and CurricUNET administrators, not Solano College administrators. Robin noted that there is clearly a need for math as a prerequisite for Economics. A couple years ago the College articulation was threatened without a math prerequisite. Joe expressed appreciation to Laura for her work on this to help the Business Department complete their transfer degree.

M: group and approve 8a 1 and 8b 1 – Maire Morinec

S: Debra Berrett

A: **Passed** - unanimous

2) Action on the course

M: group 8a 2 and 8b 2 – Lynn Denham-Martin

S: Debra Berrett

A: **Passed** - unanimous

b. (CP13–222) ECON 002 Principles of Economics (Microeconomics)

Method of Instruction, Advisory, Prerequisites, Description, Objectives, Assessments, Content

1) Action on the prerequisite

A: **Passed** see 8a 1

2) Action on the course

A: **Passed** see 8a 2

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

**10. MAJOR DELETIONS**

**11. REPORT FROM THE CHAIR**

a. Update on ADTs

The Committee approved the Physics Transfer Degree on October 8 and it is waiting for Board of Trustee approval. Psychology should soon be ready for the Committee, hopefully followed by a couple more in the near future. The Governor recently signed SB 440. No communication from state organizations has been received yet but, if taken literally, it means the College goal to complete 16 ADTs by next fall will be superseded by an ADT requirement for all majors that a school currently has with no allowance for energy credit. If additional transfer degrees are approved at the TMC level, schools will have 18 months to complete them.

Teri asked about music and other programs that have no funding to support them. Joe noted they could become independent study programs due to budget issues and students would have to come up with resources on their own. Some schools have programs on their books that are not offered due to resource limits. The current College requirement from the Chancellor's Office is 16 ADTs for fall 2014. With the new mandate from legislature funds could possibly be taken away if ADTs aren't completed, but it is unknown at present how this will proceed. Fall 2015 will be the bigger goal, so it will be best to complete as many as possible in 2014.

Maire searched online to see the legislative text and noted there are some changes to Title 5. Outreach to campus organizations, marketing and website display is targeted and CSUs must develop an admission process for transfer students. Joe added the CSU system may be more affected than community colleges. Joe concluded there could be some interesting ramifications but everyone will have to wait and see what it means. Information should be available at the regional Curriculum meeting November 16. Anyone interested is invited to attend. Joe will email the meeting information.

b. Archived courses deletion update

Joe sent the list of archived courses to all faculty after the last meeting. He received several requests for courses to be deleted but only about 20 courses have been received and November 5<sup>th</sup> is the deadline. SLOs have to be sent to SLO Coordinator Gene Thomas for courses to be retained and they are needed as soon as possible for every course, offered or not, in the last three years.

*One Other Item:* Erin Moore brought to Joe's attention the need to add the new School of Social and Behavioral Sciences and School of Health Sciences to last year's approved Curriculum Review timeline. The schedule should be revisited with a plan to coordinate Curriculum Review with Program Review. The definition of "program" should match the one used for Program Review, Program Discontinuance, and Title 5. The SLO program definition doesn't currently match that.

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

**13. REPORT FROM THE ARTICULATION OFFICER**

**14. OTHER**

a. Pre/Corequisite policy/procedures update

Erin Duane reported that Joe now has the completed draft but she keeps finding interesting things to add and hopes it can be reviewed soon. In conversation with faculty from another college, Erin learned they have a Content Review subcommittee of their Curriculum Committee. That Committee can push faculty who aren't thinking about co/prerequisites but who maybe should be considering them due to data. They have a very communicative, cross-disciplinary method of establishing co/prerequisites on their campus. Joe thanked Erin for her work on this project, noting that documents from different but important entities vary and words don't necessarily translate what action looks like.

**15. OPEN DISCUSSION**

The CurricUNET home page proposal deadline information should also state that proposals need to be in CurricUNET with *all faculty and dean approvals*.

**16. ADJOURNMENT**

M: Lynn Denham-Martin

S: Robin Arie-Donch

A: **Passed** – unanimous

The meeting was adjourned at 3:03 pm.