

Solano Community College
Academic Senate
CURRICULUM COMMITTEE
Adopted Minutes
Tuesday, September 24, 2013
1:30 p.m., Room 503

1. ROLL CALL

Chair Joe Conrad called the meeting to order at 1:33 pm

Robin Arie-Donch, Debra Berrett, Curtiss Brown, Joe Conrad (Chair), Lynn Denham-Martin, Erin Duane, Josh Scott, Marianne Flatland, Margherita Molnar, Maire Morinec, John Yu, Teri Yumae, Connie Adams, Toni Dickinson (Student Rep)

Absent/Excused: Erin Moore, Randy Robertson,

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: Debra Berrett

S: Lynn Denham-Martin

A: Passed – unanimously

3. CONSENT ITEMS

a. Horticulture degree and Certificate: 23 units (different from Chancellor's Office – 26)

b. Physics degree: BIO 001 change to BIO 003 and BIO 006 change to BIO 004. Total units are 35-39 (different from Chancellor's Office – 33 units)

c. Biology degree: 46 – 50 units (different from Chancellor's Office – 46 units)

d. Cosmetology degree and Certificate: 49.5 units (different from Chancellor's Office – 45 units)

4. APPROVAL OF MINUTES – September 10, 2013 (Attachment)

M: Marianne Flatland

S: Lynn Denham-Martin

Discussion: Corrections were presented on screen.

A: as amended – Passed – unanimously

5. ACTION ITEMS

6. NEW COURSES

a. (CP13–180) ART 003A Arts of Asia

1) Action on the course

M: Robin Arie-Donch

S: Maire Morinec

Discussion: Because Art 3 was viewed as too big for the C-ID descriptor, it was split into two parts, A and B. Both of these will replace Art 3.

A: Passed – unanimously

b. (CP13–181) ART 003B Arts of Africa, Oceania, and the Americas

1) Action on the course

M: Debra Berrett

S: Robin Arie-Donch

A: Passed – unanimously

7. COURSE MODIFICATIONS

a. (CP13–182) ART 010 Art Appreciation

Add Online/DE

1) Action on the course

M: Marianne Flatland

S: Erin Duane

Discussion: Members agreed there was good detail and samples for the added hybrid. However, the correct DE form needs to be completed.

A: Passed contingent on submission of DE form – unanimously

b. (CP13-183) FIRE 140 Fire Technology Academy

Hours, Description, Contents

1) Action on the course

Maire reported that changes were based on recommendations from the advisory committee. A new academy was implemented two years ago and two opportunities followed to evaluate the academy to see if all items were wanted and needed, resulting in deletion of a couple items. Last year information regarding fees, required field trips and required applications were put in the catalog description.

M: Margherita Molnar

S: Debra Berrett

A: Passed – unanimously

c. (CP13-184) INTD 061 Textiles for Interior Design

Course deletion

1) Action on the course

M: to group course deletions 7c and 7h – Maire Morinec

S: Erin Duane

A: Passed – unanimously

d. (CP13-185) INTD 070 Introduction to Interior Design

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

1) Action on the course

M: Robin Arie-Donch

S: Erin Duane

Discussion: Ferdinanda Florence assisted interior design adjuncts with updates to their courses and program during their program review. All changes are in response to PR to streamline, update and modernize the program. It was originally INTD 050. Robin spoke with Ferdinanda about changing the INTD 070 advisory from completion of English 1 to eligibility for English 1 and changing the INTD 071 advisory from eligibility for English 1 to completion of English 1. Ferdinanda agreed to the advisory changes. Robin pointed out that all the courses show advisories as minimum standards. Because eligibility for English 370 is the minimum standard, not English 1, it can confuse students. Joe explained that it is set up that way in CurricUNET and could possibly be left blank.

A: Passed – unanimously

e. (CP13-186) INTD 071 Textiles, Materials and Finishes

Number, Title, Contact Hours, Transfer, Prerequisite, Methods of Instruction, Description, Objectives, Assessments, Assignments, Content, Textbooks

1) Action on the prerequisite

M: Debra Berrett

S: Robin Arie-Donch

Discussion: As noted in INTD 070, the advisory was changed to English 1. Advisories are important to help counselors to guide students to take courses they are ready for.

M: to group and table 7e, 7f, 7g for completion of content review for prerequisites

S: Debra Berrett

A: Tabled – unanimously

2) Action on the course

A: Tabled

f. (CP13-187) INTD 073 History of Western Interiors and Architecture

Number, Title, Transfer, Advisory, Prerequisite, Description, Objectives, Assessments, Assignments, Content, Textbooks

1) Action on the prerequisite

- A: Tabled** (see 7e)
2) Action on the course
A: Tabled (see 7e)

- g. (CP13-188) INTD 075 Professional Practices for Interior Designers
Number, Title, Transfer, Advisory, Prerequisite, Description, Objectives, Assessments, Assignments, Content, Textbooks

- 1) Action on the prerequisite
A: Tabled (see 7e)
2) Action on the course
A: Tabled (see 7e)

- h. (CP13-189) INTD 098A History of Furniture II
Course Deletion

- 1) Action on the course
A: Passed (see 7c)

- i. (CP13-190) MATH 023 Differential Equations
Objectives

- 1) Action on the course
M: Debra Berrett

S: Marianne Flatland

Discussion: Joe reported this modification was done in response to the C-ID request for an explicit statement of course objectives in course content. Student performance objectives were rewritten. Robin will email the Chancellor's Office to question why that had to be done as guidelines explicitly state outcomes do not have to be in course content. She will report back her findings to the Committee.

A: Passed – unanimously

- j. (CP13-191) NURS 061 Psychiatric and Mental Health Nursing
Prerequisites, Textbooks

- 1) Action on the prerequisite
M: Lynn Denham-Martin

S: Robin Arie-Donch

Discussion: The nursing skills review had to reflect the change of numbers and include LVN transition students. Maire explained that the Board of Registered Nursing (BRN) curriculum is under review and changing. The catalog still shows SOCS 022 and/or PSYC 001 as prerequisites for the major but eventually SOCS 022 will be removed. Changes have to first be made by the BRN and the option of PSYC 002 was already removed.

- A: Passed** - unanimously
2) Action on the course

M; Lynn Denham-Martin

S: Debra Berrett

A: Passed – unanimously

8. **CURRICULUM REVIEW – COURSE MODIFICATIONS**

- a. (CP13-192) ART 026 Introduction to Ceramics: Wheel Throwing Techniques
Objective, Assessments, Assignments, Content

- 1) Action on the course
Joe reported this modification was accidentally left off the agenda last year.

M: Lynn Denham-Martin

S: Robin Arie-Donch

A: Passed – unanimously

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

a. (CP13–193) Art - Three-Dimensional (AA degree)

Description, Courses

1) Action on the program

M: group 9a and 9b – Erin Duane

S: Debra Berrett

Discussion: Joe pointed out the College has a regular art degree and now will have a studio art degree. Students who complete the regular art degree will automatically also receive this studio art transfer degree that has fewer requirements.

A; Passed - unanimously

b. (CP13–194) Art - Two-Dimensional (AA degree)

Description, Courses

1) Action on the program

A: Passed (see 9a)

c. (CP13–195) Interior Design (AS degree)

Description, Courses

1) Action on the program

M: approve 9c and 9d contingent on approval of the related courses that were tabled – Erin Duane

S: Maire Morinec

Discussion: reflects changes in numbering. Joe will check accuracy of the total units.

M: Debra Berrett

S: Lynn Denham-Martin

A: Passed contingent on approval of the related courses that were tabled – unanimously

(CP13–196) Interior Design (Certificate)

Description, Courses

1) Action on the program

A: Passed contingent on approval of the related courses that were tabled – unanimously (see 9c)

10. MAJOR DELETIONS

d. (CP13–197) Legal Office Assistant (Job Direct Certificate)

Deletion

1) Action on the program

M: Maire Morinec

S: Erin Duane

Discussion: Maire reported there were very few students in this program and many of the courses, such as Word Perfect, are no longer offered.

A: Passed – unanimously

11. REPORT FROM THE CHAIR

a. Update on ADTs

Joe reported that Journalism, a transfer degree that had been approved, had one course that did not pass C-ID. The course is not a degree requirement. Samanda Dorger is tasked with deciding whether to remove it from the transfer degree or revise the course to resubmit - through the C-ID process. If she decides to drop that course, it will return on the agenda as a consent item.

Physics will likely become another transfer degree for approval. Joe expressed hope that Committee members are helping their colleagues who are working on transfer degrees. He submitted an updated form to the Chancellor's Office showing the College needs 16 ADTs, rather than 18. The College has 18 of the Chancellor's Office list of 22 TMCs. However, Computer Science offers CTE degrees, not transfer, and it has a totally different TOP code. Elementary teacher education is an area of emphasis, but without an education department, the College has no degree. Due to those reasons, both Computer Science and Elementary Teacher Education were taken off the list. The College has a proposed computer science degree, but it doesn't fit the 60-unit max requirement. The Studio Arts degree gave the College a credit so a music degree is not needed. SB440 is currently on the Governor's desk. If passed, it will mandate that community colleges offer every single one of the transfer degrees and "energy credits" would not be allowed but there will be at least one more year before having to complete all of them.

b. Archived courses deletion process

Last fall the Curriculum Committee approved a massive course deletion. On September 16, per suggestion by the SLO Coordinator, the Academic Senate requested the Committee develop a process for another massive course deletion. The SLO archive has over 300 courses that haven't been taught in recent years, that don't have SLO assessments, and some are without written SLOs. By suggesting this process be opened again, faculty will hopefully take advantage of clearing the list.

Josh explained that, due to faculty shortage, many English courses haven't been taught but faculty would want to bring them back when positions are refilled. Joe noted that the SLO archive needs to be looked at. What hasn't been and isn't expected to be offered should be deleted. Holding onto courses in the catalog is misleading students into thinking they'll be able to take a course that doesn't exist. It also misleads ACCJC. Maire noticed electronic and wind courses that are on the list were all deleted through the curriculum process and there may be other deleted courses that weren't removed from the list. Joe stated the list needs to be disseminated and courses with name/number changes and previous deletions need to be reported to clean up the list. Maire added that some of the auto classes that were archived are now being offered.

Joe will let the Academic Senate know that quite a few courses on the list may have been changed or already deleted. Senators can disseminate the list to their departments for review and compile a list of courses to be deleted. The Academic Senate will take the lead and the Curriculum Committee can place another mass deletion on an agenda if needed.

12. REPORT FROM THE VICE PRESIDENT OF ACADEMIC AFFAIRS

No report

13. REPORT FROM THE ARTICULATION OFFICER

No report

14. OTHER

- a. Pre/Corequisite policy/procedures update

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- a. Pre/Corequisite policy/procedures update

Joe announced this will be added as a regular agenda item. Erin Duane has been researching the requirements and Title V changes, and is using a table used by Alan Hancock Community College, a matrix of what changed in Title 5 with columns for current status in the institution and who is responsible. For Content Review, Title V is asking curriculum committees and discipline faculty to look at how courses are taught, quizzes, assignments, rubrics etc., in an interesting and more complete way than what has been used. Erin will work with Joe to create a plan that will hopefully address Title 5 and the State paper. Changes to the Curriculum Committee's approval process for approving requisites will have to go through the Curriculum Committee, the Academic Senate and the Board of Trustees. Training for faculty and CurricUNET form changes will be needed.

Joe welcomed Michelle Arce, the new representative for the School of Social and Behavioral Sciences.

15. OPEN DISCUSSION

16. ADJOURNMENT

M: Erin Duane

S: Lynn Denham-Martin

A: Passed – unanimously

The meeting adjourned at 2:52 pm.