

Solano Community College

Academic Senate

CURRICULUM COMMITTEE

Adopted Minutes

Tuesday, March 24, 2015

1:45 p.m., Room 505

1. ROLL CALL

Curriculum Committee Chair Curtiss Brown called the meeting to order at 1:56 pm.

Michelle Arce, Robin Arie-Donch, Debra Berrett, Curtiss Brown (Chair), Floyd Burnsed, Erin Duane, Marianne Flatland, Neil Glines, Leslie Minor (ex-officio), Erin Moore (ex-officio), Randy Robertson, Josh Scott, Teri Yumae, Support Staff – Lisa Abbott, Debbie Fischer (Notetaker)

Visitor: Gale Anderson (Admissions & Records)

Absent: Myra Kargbo, Margherita Molnar, Sandra Moore, Máire Morinec, Marvin Bolin (Student Rep),

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.

- Curtis asked to add to Agenda approving of minutes for February 24, 2015 and March 10, 2015

M: Debra Berrett

S: Teri Yumae

M: Debra Berrett

S: Robin Arie-Donch

A: **Passed Unanimously**

3. CONSENT ITEMS

- a. Remove CDFS 067 from Early Childhood Education A.S. degree and Certificate
- b. Accept DRFT Curriculum Review Forms

Questions: Gale Anderson asked if CDFS 067 will be effective in the upcoming catalog. Answer is yes.

4. APPROVAL OF MINUTES - February 24, 2015 and March 10, 2015

M: Robin Arie-Donch

S: Randy Robertson

A: **Passed unanimously**

5. ACTION ITEMS

6. NEW COURSES

7. COURSE MODIFICATIONS

a. (CP15-59) ART 001 Art History - Assignments, textbooks

1. Action on the course

M: Robin Arie-Donch

S: Floyd Burnsed

Discussion: Erin Moore explained that the changes were from C-ID because of the discrepancy in assignments and essays and tests; the C-ID reviewer wanted “essay test” in assignments, not just essay and test.

A: **Passed unanimously**

b. (CP15-60) BIO 005 Human Physiology - prerequisite, catalog description, objectives, assessments, content, textbooks

1. Action on the prerequisite

M: Robin Arie-Donch

S: Floyd Burnsed

Discussion: Robin pointed out an error in the COR; the prerequisite should be Bio 4 **and** Chem 1, etc.; the Catalog is correct.

A: **Passed unanimously**

2. Action on the course

M: Robin Arie-Donch

S: Debra Berrett

Discussion: Robin indicated that in Section E (general education), it should read CSU B2 and B3, since it satisfies both. For IGETC, it should read 5B and 5C. The transfer status in Section K, there is nothing there; it should say that it transfers to UC and CSU. Robin also did not see a “lab manual”; without a lab manual the course will be rejected for C-ID, as well as UC transfer. If one of the textbooks is a lab manual, it should be notated as such. It needs to be clear on the submission that there is a lab manual.

A: **Approved unanimously pending addition of lab manual under 11.B**

c. (CP15-61) CDFS 063 Introduction to Curriculum - remove prerequisite, textbook

1. Action on the prerequisite

M: Josh Scott

S: Erin Duane

Discussion: Questions arose as to the rationale for removing the prerequisite of CDFS 062. After some discussion, it was agreed that further clarification would be needed to proceed with approval.

A: **Tabled**

2. Action on the course

Tabled

d. (15-62) COMM 006 Argumentation and Debate - objectives, assessment, assignments, content

1. Action on the course

M: Erin Duane

S: Robin Arie-Donch

Discussion: Robin mentioned that in Section E there is repetition, such as showing critical thinking twice; also articulation is needed in Section F. Erin Moore said that because it's not a new course, she may have the articulation information and will check. Robin also mentioned repetition in Section K.4.B (shows CSU twice). If this course is to continue to be approved for the CSU GE A1, and IGETC 1C, the course outline needs to show the number of speeches in front of a live audience and professor, possibly placed under 12.C. (The actual number of live speeches will need to be determined, and Robin will find the information.) Otherwise the course is in danger of falling off IGETC 1C and CSU GE A1. It was agreed that further clarification would be needed to proceed with approval, and will be added to the agenda for the next meeting.

M: Debra Berrett moved to Table

S: Robin Arie-Donch

A: **Tabled (unanimous)**

e. MATH 020 Analytic Geometry and Calculus I - Objectives, Content

1. Action on the course

M: Erin Duane

S: Randy Robertson

Discussion: Randy indicated that nothing was added; just clarified.

A: unanimous

- f. (CP15-39) NUTR 010 Nutrition - Articulation, Catalog Description, Objectives, Assignments, Content, Textbook
 - 1. Action on the course

Tabled (for clarification of GE Area E status)

8. CURRICULUM REVIEW – COURSE MODIFICATIONS

9. NEW/REVISED CREDIT PROGRAMS OR CERTIFICATE PROGRAMS

10. MAJOR DELETIONS

11. REPORT FROM THE CHAIR

Currently there is a high school articulation which articulates with some of our courses that are taken at the high school level to get college credit. We may need to have a better handle on the process to ensure that the rigor of the courses taken at the high school meets the rigor that would be transferable to the four-year level. We will probably look to see how other schools address this and establish a process to bridge this gap.

Curtiss will also reach out to other curriculum chairs to see what they do. Robin pointed out that Solano's faculty need to make the decision as to whether or not the High School course is rigorous enough, because students receive credit for the course on the Solano transcript. CSU's and UC's will not evaluate the course as a high-school course, and will assume we've ensured the course is rigorous enough. Leslie recommends the need for a paper trail showing our due-diligence regarding the high-school articulation. Curtiss suggested this possible flow for approval: HS/College instructor > Division > Articulation Officer > Division Rep > CC.

12. REPORT FROM THE VICE PRESIDENT OF ACADEMIC AFFAIRS

Dean John Yu will be stepping down from the Curriculum Committee; Máire Morinec will replace him for the rest of the term.

13. REPORT FROM THE ARTICULATION OFFICER

Although a campus-wide invitation has already been sent, Robin extended a personal invitation to the members of the Curriculum Committee to attend her retirement party on Friday, April 24th, at 6:00pm, at the Hilton in Fairfield.

14. OTHER

1. Erin Moore indicated that the final date for course approvals will be April 2nd instead of March 26th. Anything related to C-ID or ADT will be due April 23rd.

15. OPEN DISCUSSION

a. C-ID List

Erin Moore mentioned that a C-ID list was put together at the beginning of the academic year for existing and upcoming ADT's and courses that needed C-ID agreement. She recently resent the list and needs everyone to review it. If there are any courses within a division that are blank, contact someone in your school to make appropriate adjustments or modifications. Not sure how the State will act after June 30th. (She also added the C-ID information for the Film Degree).

- b. Last day to submit proposals and receive approvals through Division Dean is March 26 (C-ID and ADT related items have until the end of the academic year - April 23rd.)

16. ADJOURNMENT

M: Robin Arie-Donch

S: Josh Scott

Meeting adjourned at 2:43pm