

Solano Community College
Academic Senate
CURRICULUM COMMITTEE
Adopted Minutes

Tuesday, September 8, 2015
1:30 pm., Room 503

1. Roll Call

Members:

| | | | |
|--------------------------|---|-------------------|---|
| Curtiss Brown, Chair | P | Michelle Acre | P |
| | P | Margherita Molnar | P |
| Debra Berrett | P | | P |
| Erin Duane | P | Marie Morinec | P |
| Erin Moore, Ex officio | P | Neil Glines | A |
| Floyd Burnsed | P | Randy Robertson | P |
| Joshua Scott | P | Sandra Moore | A |
| Lavonne Slaton | P | Teri Yumae | P |
| Leslie Minor, Ex Officio | P | | |

Guests:

Thao Brabender, Articulation Officer
Jose Cortes, English/ESL Instructor
Robert Gabriel, Dean of Health Sciences

Support Staff:

| | | | |
|-------------|---|----------------|---|
| Lisa Abbott | P | Leslie Hentzen | A |
| Nedra Park | P | | |

A= Absent P=Present

2. APPROVAL OF September 8, 2015 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: Joshua Scott

S: Randy Robertson

A: Passed unanimously as amended.

Discussion Erin Moore noted the room number was incorrect. Additionally on the second page the Course Review Modifications Physics 83 was repeated twice throwing the numbers off. Item "g" should be CP15-84, item "h" should be CP15-85, and item "j" should be CP15-86.

3. CONSENT ITEMS

3.1 Remove "within the last three years" from the prerequisite for the following ENGL courses:
001, 350, 350L, 355, 355L, 360, 370, 370L, 380

4. APPROVAL OF MINUTES

Deferred

5. ACTION ITEMS

None

6. NEW COURSES

a. ENGL 310D/348D Advanced English Skills Lab

1. Action on prerequisite

M: Erin Duane

S: Randy Robertson

A: Course approved.

Discussion: Joshua Scott reported that this is a one unit English lab created to develop a co-requisite instead of a prerequisite course. Other schools have tried this model and it has proven very successful in increasing persistence rates. Dean Maire Morinec asked if English 001 becomes a 6 unit class. Josh Scott responded that it is a 6 unit package consisting of ENGL 001 (4 units) plus ENGL 310D/348D (1 unit), including LR 010 (1 unit). Students could pass ENGL 001 and fail ENGL 310D/348D and go on to the next ENGL 380. Dean Morinec noted that this complicates the student's English course sequences, how do students know what to do? Erin Duane added that some students are in need of this remediation, the assessment placement process is not accurate, it is a path for Basic Skills enrolled students only. The students will be evaluated in the ENGL 001, help will be given to assist them with their ENGL 001 assignments. The students Basic Skills will be limited to half the ENGL 001 class. Debra Berrett noticed that the path options could be confusing and suggested that the catalog needs a flow chart to visually show students their options. Erin Moore asked if ENGL 001 should be listed as a co-requisite to ENGL 310D/348D in the catalog, not the other way around. Joshua Scott confirmed that this correct. She also said it could be labeled as an experimental course. VP AA Leslie Minor added that the college needs to think of a way to market the package carefully, because some courses like ENG 001 is transferable and others may not be transferable.

M: Erin Duane motioned to approve prerequisite of eligibility for ENGL 348D of eligibility for ENGL 380 or or a 2.7 GPA and approve ENGL 001 is a co-requisite for English 310D/380D.

S: Debra Berrett seconded the motion.

A: The course was approved with Dean Maire Morinec opposing; there were no abstentions and all others voted in favor of approving the course.

7. COURSE MODIFICATIONS

a. (CP15-76) MATH 022 Analytic Geometry and Calculus III - Objectives, Content

1. Action on the course

M: Erin Duane

S: Randy Robertson

A: Course approved

Discussion: Randy Robertson just updating the CID changes that were requested, went back to changes that existed before. Essentially no changes were made to the course.

Vote: Unanimously passed

b. (CP15-77) MATH 305 Prepare for Math Success - Contact Hours, Catalog Description

2. Action on the course

M: Erin Duane

S: Randy Robertson

A: Course approve

Discussion: This course was written by Genele Rhoads, and is designed to help students transition into their first math class. After conducting the class in the summer, she

proposed some modifications, such as some online math and supplemental tutors to the course and its description to better serve students.

Vote: Unanimously passed

8. CURRICULUM REVIEW – COURSE MODIFICATIONS

- a. (CP15-78) ENGR 001 Introduction to Engineering - TOP Code, Course Advisory, Objectives, Assessments, Assignments, Content, Textbooks

M: Debra Berrett motioned to approve the course modifications

S: Joshua Scott

A: Course modifications were tabled.

Discussion: Dean Morinec noted that it has a 10 page report. Randy Robertson said that is incorrect, the instructor can decide that the assignment be 3-6 page report or an oral report. This is a survey class and not an in depth engineering course. She also asked if the course was transferable, she has never seen a 1 unit course that was CSU transferable. Erin Moore agreed that it is unusual, but it does articulate. Erin Duane noted that course outline, doesn't meet the detail standards that are expected and required of other courses. The committee directed the course modification to originator for adjustments.

- b. (CP15-79) ENGR 030 Engineering Mechanics: Statics - TOP Code, Objectives, Assessments, Assignments, Content, Textbooks

M: Debra Berrett moved to approve the course modifications.

S: Randy Robertson

Discussion: none

A: The motion to approve the course modifications passed unanimously.

- c. (CP15-80) ENGR 045 Properties of Materials - TOP Code, Prerequisite, Objectives, Assessments, Assignments, Content, Textbooks

1. Action on prerequisite

2. Action on the course

M: Debra Berrett moved to approve the prerequisite course.

S: Josh Scott

Discussion: Prerequisites for this course is PHYSICS 006 and CHEM 001 with a "C" or better in both courses. Erin Moore stated that Melanie Lutz did content review, since it is out of discipline. Erin Moore offered to send it out to anyone interested.

A: The committee voted unanimously to approve the motion.

M: Joshua Scott moved to approve the course modifications.

S: Maire Morinec

A: The motion to approve the course modifications passed unanimously.

- d. (CP15-81) PHYS 002 General Physics (Non-calculus) - Assessments, Textbooks

1. Action on the course

M: Margherita Molnar moved to approve course modifications

S: Erin Duane

Discussion: none

A: The motion to approve the course modifications passed unanimously.

- e. (CP15-82) PHYS 004 General Physics (Non-calculus) - Catalog description, Assessments, Textbooks
1. Action on the course
- M: Josh Scott motion to approve the course modifications.
 S: Erin Duane
 Discussion: none
 Dean Morinec asked if Physics 004 is a continuation of Physics 002 and Curtiss Brown responded that is correct. Dean Morinec also asked if there is a Physics ADT yet and Erin Moore replied yes.
 A: The motion to approve the course modifications passed unanimously.
- f. (CP15-83) PHYS 006 Physics for Science and Engineering - Prerequisite, Course description, Objectives, Assessments, Assignments, Content, Textbooks
1. Action on prerequisite
- M: Dean Morinec motioned to approve the prerequisite.
 S: Erin Duane
 Discussion: none
 A: The motion to approve the prerequisite passed unanimously.
2. Action on the course
- M: Erin Duane
 S: Dean Morinec
 Discussion – Dean Morinec asked, “What is the sequence of physics classes if I were a student?” Randy Robertson responded that Physics 2 & 4 is designed for non-majors, Physics 006, 007, 008 is required for Physics and Engineering majors. VP AA Minor noted that we must document how each new and modified course related to its division and need to get in the habit of doing so. Erin Moore noted that the new version of CurricUNET will include that information.
 A: The motion to approve the course modifications passed unanimously.
- g. (CP15-84) PHYS 007 Physics for Science and Engineering Catalog description, Objectives, Assessments, Assignments, Content, Textbooks
1. Action on the course
- M: Debra Berrett motion to approve this course.
 S: Erin Duane
 Discussion: Dean Morinec observed that this is a continuation of Physics 006 and they have less work. Randy Robertson stated the material in this course is much more difficult.
 A: The motion to approve the course passed unanimously.
- h. (CP15-85) PHYS 008 Physics for Science and Engineering, Assessments, Textbooks
1. Action on the course
- See PHYS 010.
- i. (CP15-86) PHYS 010 Descriptive Physics - Assessments, Textbooks
1. Action on the course
- M: Erin Duane moved to combine PHYS 008 and 010, and approve the course modifications for both courses.
 S: Debra Berrett
 Discussion - none

A: The motion to approve both course modifications passed unanimously.

8. CURRICULUM REVIEW – COURSE MODIFICATIONS

None

9. NEW/REVISED CREDIT PROGRAMS OR CERTIFICATE PROGRAMS

None

10. MAJOR DELETIONS

None

9. NEW/REVISED CREDIT PROGRAMS OR CERTIFICATE PROGRAMS

Nothing

10. MAJOR DELETIONS

Nothing

11. REPORT FROM THE CHAIR

See open discussion

12. REPORT FROM THE EXECUTIVE VICE PRESIDENT OF ACADEMIC & STUDENT AFFAIRS

Leslie Minor, VP AA

1. VP Minor introduced and welcomed Thao Brabender, our new Articulation Officer,
2. There will be a lot of changes this year due to noncredit classes being added and preparation for the BA degree classes.
3. There will be more ongoing training to keep in compliance with the Chancellor's Office.

13. REPORT FROM THE ARTICULATION OFFICER

No Report

14. OTHER

1. CurricUNET Meta Upgrade:

Sandbox Link: Solano.sandbox.curricunet.com

Username: admin@solano.edu

Password: test

Erin Moore reported on the upcoming CurricUNET Meta upgrade which will be active in spring of 2016. She noted that it appears to be more user friendly. If it is working smoothly in the spring it will go live in the fall. She encouraged all committee members to access it using the links provided to test it and provide feedback. She also said trainings will be offered and Chairman Brown noted that it is much more intuitive and useful. Erin Moore did a brief demonstration of the various data fields and added that data is filterable, a very useful feature. She reported that the program is currently being used in San Diego.

15. OPEN DISCUSSION

- a. Chairman Brown reported a Curriculum subcommittee is needed to develop mechanisms to expunge courses from the catalog. This includes courses that have not been assessed, scheduled, cancelled, obsolete, or combination of two or more. This subcommittee would provide options for course removal from catalog, but not necessarily deleting the course(s), such as

deactivation/inactivation. VP AA Minor added that ACCJC is requesting that classes not offered for 2 years be removed from the catalog, not 5 years as previously reported. She also stated that creating an alternate assessment is not an option. Committee members Erin Duane and Joshua Scott volunteered for this subcommittee. If you have input please contact the subcommittee members. Chairman Brown suggested the subcommittee provide options for divisions, schools, instructors to support identified courses for possible extensions and determine how long a course with the criteria above be listed in catalog before deactivation or deletion.

16. ADJOURNMENT

M: Erin Duane

S: Josh Scott

The meeting adjourned at 3:04.

Curriculum Committee Agenda

September 8, 2015