

Solano Community College  
Academic Senate  
CURRICULUM COMMITTEE  
Adopted Minutes

Tuesday, September 22, 2015  
1:30 p.m., Room 503

1. ROLL CALL

Members:

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

Support Staff:

Lisa Abbott	P	Leslie Hentzen	A
Nedra Park	P		

A= Absent

P=Present

2. APPROVAL OF AGENDA – Sept 22, 2015

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: Erin Duane motioned to approve the September 22, 2015 Agenda.

S: Marianne Flatland

A: The agenda and consent items were unanimously approved.

3. CONSENT ITEMS

3.1 Per the Chancellor's Office Stand Alone courses can't be degree applicable. SCC had a large list of Stand Alone courses that included degree applicable courses, which need to be removed from the list. Erin Moore will take care of this at the Curriculum Office. The CO now requires that only degree applicable courses maybe included in the Chancellor's Inventory List.

3.2 ENGL 310D will be numbered 348D and updated to 310D in the Fall 2016

4. APPROVAL OF MINUTES –none

5. ACTION ITEMS – none

6. NEW COURSES - none

7. COURSE MODIFICATIONS

7.1 (CP15-87) ANTH 002 Cultural Anthropology - Add DE, objectives, content

1. Action on DE

M: Erin Duane motioned for approval of action on Distance Education.

S: Maire Morinec

Discussion: Typing or spelling errors were noted by Dean Morinec. The main change is the Anthropology course will be online.

A: The committee voted unanimously to approve the course modification.

2. Action on the course

M: Marianne Flatland motioned to approve the course.

S: Randy Robertson

Discussion: none

A: The committee voted unanimously to approve the course.

8. CURRICULUM REVIEW – COURSE MODIFICATIONS

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

M: Marianne Flatland motioned to approve the course modification.

S: Erin Duane

Discussion: Erin Moore noted that this is the course that was previously tabled because of the lack of detail and adjustments were made to remedy the problem.

A: The committee voted unanimously to approve the course modification.

9. NEW/REVISED CREDIT PROGRAMS OR CERTIFICATE PROGRAMS - None

10. MAJOR DELETIONS – None

11. REPORT FROM THE CHAIR – none

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

The existing CurriUNET software is incorporating a field for the list of minimum qualifications required for each instructor who teaches the class in the Division Planning section of the form for new and modified courses. Another addition in this area is Library resources field required for the course. The instructors will have to check the minimum qualifications independently on the CO website and input

them in CurriUNET. The new Meta version will incorporate the CO link in the form. Erin Moore had asked for the division planning section previously and recently gave the programmers an Oct 1<sup>st</sup> deadline to create a field. Chairman Brown asked who is responsible to complete division planning field and VP-AA Minor replied that instructors do this.

*13. REPORT FROM THE ARTICULATION OFFICER - none*

*14. OTHER*

14.1 C-ID 5 year review for Administration of Justice (Criminal Justice), Studio Arts, Computer Science, Early Childhood Education, Geology, History, Kinesiology, Mathematics, Political Science, Physics, Theater. "Call for comment" is open through September 30. Please share the link with affected departments: <https://c-id.net/descriptors.html>

14.2 Report from subcommittee on Course deletion or suspension: recommendations/guidelines  
No report

14.3 CurriUNET queue - Many recent course proposals are missing approvals and there are many old courses, some dating back to 2011. Erin Moore added that many are missing approvals from faculty and curriculum representative committee approvals. Chairman Brown asked the committee members to check with constituents to move these courses forward.

14.4 SCC Curriculum Standards - Deferred

*15. OPEN DISCUSSION - none*

*16. ADJOURNMENT*

M: Randy Robertson moved to adjourn the meeting

S: Erin Duane.

A: The meeting was adjourned.