



Solano Community College Academic Senate Curriculum Committee

Meeting Minutes
November 24, 2015

1. Roll Call

Curriculum Chair Curtiss Brown called the meeting to order at 1:30 pm.

In Attendance: Debra Berrett, Curtiss Brown (Chair), Erin Duane, Floyd Bursed, Josh Scott, Lavonne Slaton, Leslie Minor (ex-officio), Leslie Alamonte (support), Lisa Abbott (support), Maire Morinec, Marianne Flatland, Margherita Molnar, Michelle Arce, Randy Robertson, Robert Gabriel, Sandra Moore, Teri Yumae, Thao Brabender

Not Present: John Yu, Neil Glines

Guests: Sandra Diel

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.

Motion: Teri

Seconded: Josh

Vote: Unanimously approved

3. Consent Items

None

4. Approval of Minutes

None to approve

5. Action Items

THEA Repeatability Request Forms

Motion: Teri motioned to approve

Seconded: Debra

Discussion: Teri advised that theater and music require participation in performances every semester they are in school, which is why courses need to be repeatable; repeatable at CSU also. Dr. Minor has hesitation; do we have documentation for applicability at CSU? Lisa Abbott will look into and will have an answer before it goes to the Board.

Vote: Passed unanimously

6. New Courses

a. (CP15-112) ESL 534A Introductory Integrated ESL Skills: Reading, Writing and Grammar Part 1

i. Action on the course

Motion: Maire

Seconded: Randy

Discussion: First step in creating a series of non-credit ESL skills; tuition is free; they are repeatable; less documentation issues; serve less than 50 students in a county with a wide population; hoping to expand in fall and offer at local schools to allow parents to take the class while dropping kids off to reach a broader audience.

Vote: Unanimously approved

b. **(CP15-113) HORT 101 Plant Propagation and Production**

i. Action on the course

Motion: Maire

Seconded: Teri

Discussion: Half semester non-credit course; Sandra Diel reported that many students have expressed an interest in propagation; taught 16 years ago; Dean Maire asked if it stand alone or will it become part of the degree; Sandra advised currently a non-transferrable elective

Vote: Unanimously approved

7. **Course Modifications**

a. **(CP15-114) ESL 373 Basic Oral Communication Skills** – Changes: TOP code, Co-requisite, Textbooks

i. Action on the co-requisite

Motion: Margherita moved to approve co-requisite

Seconded: Debra

Discussion: Proposal to make the lab concurrent with class rather than a pre-requisite

Vote: Unanimously passed

ii. Action on the course

Motion: Maire moved to approve course modifications

Seconded: Debra

Discussion: Only change is co-requisite

Vote: result

b. **(CP15-115) CIS 001 Introduction to Computer Science** – Changes: Resources, Units, Division Planning, catalog Description, Assessments, Assignments, Content

i. Action on the course

Motion: Lavonne

Seconded: Debra

Discussion: Course revisions as recommended by committee made; new text books; moving to a lecture lab instead of TBA

Vote: Unanimously approved

c. **(CP15-116) CIS 015 Programming in Visual Basic Net** – Changes: Resources, Units, Division Planning, Pre-requisite, Catalog Description, Objectives, Assessments, Assignments, Content, Textbooks

i. Action on the Pre-requisite

Motion: Maire

Seconded: Lavonne

Discussion: pre-requisite is CIS 001

Vote: Unanimously approved

ii. Action on the course

Motion: Maire moved to approve the course modifications

Seconded: Lavonne

Discussion: pre-requisite is CIS 001; updated content and textbooks

Vote: Unanimously approved

- d. **(CP15-117) CIS 020 Assembly Planning** – Changes: Resources, Units, Division Planning, Pre-requisite, Catalog Description, Assessments, Assignments, Content, Textbooks

- i. Action on the pre-requisite

Motion: Lavonne moved to approve modifications to the pre-requisite

Seconded: Teri

Discussion: pre-requisite changed to CIS 015, CIS 022, or CIS 035 with a grade of C or better; credit removed

Vote: Unanimously approved

- ii. Action on the course

Motion: Teri

Seconded: Debra

Discussion: Lisa noted that CIS 010 was crossed out but should not be

Vote: Unanimously approved

- e. **(CP15-118) CIS 021 Discrete Structures for Computer Science** – Changes: Resources, Units, Division Planning, Method of Instruction, Advisory, Pre-requisite, Objectives, Assessment, Assignments, Content

- i. Action on the pre-requisite

Motion: Debra

Seconded: Floyd

Discussion: Need to standardize; pre-requisite class size is 20 and 25 and subsequent course goes up to 40; not enough students for next class; Mark advised originally they only had 20 copies of software licenses; seven courses in three blocks; a lot of hands-on in class and need more help; submit form to curriculum specialist to get class size changed. VP Minor – do we need an ad-hoc committee? Class-Max Committee?

Vote: Unanimously passed

- ii. Action on the course

Motion: Lavonne

Seconded: Maire

Discussion: course is being modified to update books and content

Vote: Unanimously passed

- f. **(CP15-119) CIS 022 Introduction to Programming** – Changes: Resources, Units, Division Planning, Method of Instruction, Advisory, Pre-requisite, Objectives, Assessment, Assignments, Content, Textbooks

- i. Action on the pre-requisite

Motion: Maire

Seconded: Debra

Discussion: The pre-requisite changed to a non-credit course

Vote: Unanimously passed

- ii. Action on the course

Motion: Maire

Seconded: Randy

Discussion: Course content and textbooks were updated

Vote: Unanimously passed

- g. **(CP15-120) CIS 023 Data Structures and Algorithms** – Changes: Resources, Units, Division Planning, Pre-requisite, Assessments, Assignments, Content, Textbooks

i. Action on the pre-requisite

Motion: Maire

Seconded: Debra

Discussion: Course pre-requisite removed

Vote: Unanimously passed

ii. Action on the course

Motion: Lavonne

Seconded: Maire

Discussion: None

Vote: Unanimously passed

- h. **(CP15-121) CIS 035 Introduction to Java Programming** – Changes: Resources, Units, Division Planning, Pre-requisite, Catalog Description, Objectives, Method of Evaluation, Assessments, Assignments, Content, Textbooks

i. Action on the pre-requisite

Motion: Maire

Seconded: Debra

Discussion: Change in pre-requisite – CIS 015, CIS 022, or CIS 035 with a grade of C or better

Vote: Unanimously passed

ii. Action on the course

Motion: Maire

Seconded: Debra

Discussion: None

Vote: Unanimously passed

- i. **(CP15-122) THEA 024 Rehearsal and Performance in Theater Production** – Changes: Number, Title and Repeatability

i. Action on the course

Motion: Teri

Seconded: Debra

Discussion: The course was modified to meet transfer requirements and repeatability. Section B needs to be corrected, as there is no CTE certificate for this course. Theater Instructor, Darcy Long was contacted and agreed that the CTE certificate was a mistake and should be removed.

Vote: Unanimously passed

- j. **(CP15-123) THEA 032A Fundamentals of Costume Design** – Changes: Title, Repeatability, Catalog Description, Objects, Assignments

i. Action on the course

Motion: Teri

Seconded: Debra

Discussion: None

Vote: Unanimously passed

- k. **(CP15-124) THEA 032B Fundamentals of Costume Design** – Changes: Number, Title, Units, Method of Instruction, Repeatability, Catalog Description, Objectives, Assessments, Assignments, Content
 - i. Action on the course

Motion: Josh

Seconded: Teri

Discussion: Students must take performance courses each semester; repeatability needed for transfer and CTE

Vote: Unanimously passed

- l. **(CP15-125) THEA 047 Technical Theater in Production** – Changes: Number, Title, Repeatability, Catalog Description, Assessments, Assignments, Content
 - i. Action on the course

Motion: Teri

Seconded: Maire

Discussion: None

Vote: Unanimously passed

- m. **(CP15-126) MUSC 021 Chorus** – Changes: Pre-requisite
 - i. Action on the pre-requisite

Motion: Teri

Seconded: Maire

Discussion: modification needed because CID requires and audition be included

Vote: Unanimously passed

- ii. Action on the course

Motion: Teri

Seconded: Josh

Discussion: None

Vote: Unanimously passed

8. Curriculum Review – Course Modifications

None

9. New/Revised Credit Programs or Certificate Programs

None

10. Major Deletions

None

11. Report from Chair

Shared update from a meeting with Rick Shearer from ASCCC (Napa Valley College) regarding statewide standardization of hours and units (units to courses; units to hours). Types of classes:

Type	Class Duration	Homework
Lecture Class time	1 hour	Homework 1
Lecture Lab	2 hours	Homework 2
Lab	3 hours	Optional

Apportionment is based on 48 hours of instruction per unit of credit at SCC, with a max of 52-54 hours, provided you are not going into next level of instruction. Paid by state based on COR (Course Outline of

Record). Will have to change modified classes & new classes to 54 maximum because it is better to go over than under; will increase apportionment funds; affects approximately 700 courses. Josh suggested that we approve all courses en mass. Curtiss will include this on the next agenda (for now an informational item); will need to vote on at the next meeting. Lisa Abbott will be point person responsible for making changes to courses. Unit change must also be changed at state level. Josh asked what determines the category of the class. Chairman Brown said it is based on student contact hours.

12. Report from VP Academic Affairs

None

13. Report from the Articulation Officer

None

14. Other

None

15. Open Discussion

None

16. Adjournment

Motion: Deb

Seconded: Josh