



Solano Community College Academic Senate Curriculum Committee

Meeting Minutes - Draft

March 8, 2016

1. Roll Call

Curriculum Chair Curtiss Brown called the meeting to order.

In Attendance: Michelle Arce, Debra Berrett, Curtiss Brown (Chair), Erin Duane, Jose Cortes, Lisa Abbott (ex-officio), Maire Morinec, Marianne Flatland, Margherita Molnar, Randy Robertson, Sandra Moore, Teri Yumae

Guests:

Sandy Lamba, Dean of Social and Behavioral Sciences
Darla Williams, Athletics

Absent: Thoa Brabender; John Yu, Neil Glines, Leslie Minor

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: Randy

Seconded: Maire

Vote: result

3. Consent Items

None

4. Approval of Minutes

No minutes to approve; Dean Maire advised that it is disconcerting that there have been no minutes to approve at the last several meetings, resulting in the lack of a record of discussion of approvals (and rejections) at past meetings. Curtiss advised that this was duly noted.

5. Action Items

None

6. New Courses

a. **(CP16-030) ATHL 001A Pre-Season Intercollegiate Volleyball**

i. Action on the course

Motion: Maire

Seconded: Randy

Discussion: Advised that there was no Tech Review conducted so first and second readings at one time; this course will be repeatable. According to guest Darla Williams, the reason for course is new NCAA rules regarding compliance of contact hours with coaches and athletes together; wants to insure student does not play more than 2 years Dean Maire advised of misspellings and missing proposition in narrative and grammatical errors on last half of last sentence (advanced used twice in one sentence). Darla agreed to make changes in Curricunet.

Vote: approved unanimously

b. **(CP16-031) PHOT 073 DSLR Videography**

- i. Action on the course

Motion: Maire motioned that course be reviewed at next meeting with a PHOT instructor on site to answer questions about course content

Seconded: who

Discussion: Maire wants to know why class max has been set so low in section 8 of the course outline; advised of lab limitations; Erin advised that the course outline seemed to lack content (for a transferrable course); need someone from the department to speak on behalf of course

Vote: Sent back for more review

c. **(CP16-032) PHOT 155C Professional Photography/Travel Photography III**

- i. Action on the course

Motion: who

Seconded: who

Discussion: non-transferrable course; increasingly challenging travel professional photography courses; not much change between PHOT 155B and 155C (even had same typos in the request). Has already been up for review with no real changes

Vote: Sent back for more review

7. Course Modifications

- a. **(CP16-033) PHOT 052 Alternative Photography** – Changes: TOP, code articulation, pre-requisite, catalog description, objectives assessments, assignments, content, textbooks

- i. Action on the pre-requisite

Motion: Deb

Seconded: Teri

Discussion: action to remove the pre-requisite and make it a course advisory

Vote: approved

- ii. Action on the course

Motion: Deb

Seconded: Teri

Discussion: Changes appear to be what is not provided (i.e., photographic paper, camera); transferrable CSU course but has no writing assignments

Vote: approved

- b. **(CP16-034) LATN 002 Latin Fundamentals** – Changes: pre-requisite, textbooks

- c. **(CP16-035) LATN 003 Latin Fundamentals** – Changes: pre-requisite, textbooks

- i. Action on the pre-requisite

Motion: who

Seconded: who

Discussion: discussion narrative here

Vote: sent back for more review and development

- ii. Action on the course

Motion: who

Seconded: who

Discussion: Maire asked if we are still offering Latin courses; they are in the queue but not on the schedule; Randy advised that the descriptions are very similar and need differentiation; has not been offered for six years. No paper required, Minimum assessment and textbooks need review.

Vote: sent back for more review and development

- d. **(CP16-036) CINA 010 The Art of Cinema** – Changes: objectives, textbooks
 - i. Action on the course

Motion: Jose

Seconded: Deb

Discussion: change in objectives to be in line with the ADT; also change in textbooks – Curtiss will follow up with the books from 2009 and 2011 and adding a number 2 and 3.

Vote: approved

- e. **(CP16-037) CINA 015 Single Camera Production** – Changes: course title, units, hours, description, objectives, assessments, content, textbooks
- f. **(CP16-038) CINA 016 Motion Picture Production** – Changes: course title, units, hours, description, objectives, assessments, textbooks
 - i. Action on the courses

Motion: who

Seconded: who

Discussion: Maire thought that the form was pretty incomplete even though it is a course modification. These are UC transferrable courses so there should be UC articulation; as a district we are trying to move away from TBA hours; requiring outside hours for projects; rationale for class size

Vote: sent back for further review and development

- g. **(CP16-039) TV050 Survey Broadcasting** – Changes: course title, units, hours, description, objectives, assignments, assessments, textbooks
 - i. Action on the course

Motion: who

Seconded: who

Discussion: Added media types (used to be just radio and television); added research project but no LR10/English pre-requisite; recommend that research be removed and replaced with class or student project.

Vote: sent back for further review and development

- h. **(CP16-040) TV 055 Survey Broadcasting** – Changes: course title, hours, pre-requisite, catalog description, objectives, assessments, assignments, content, textbooks
 - i. Action on the pre-requisite
 - ii. Action on the course

Motion: who

Seconded: who

Discussion: Added media types (used to be titled Beginning Television Production); added research project but no LR10/English pre-requisite; recommend that research be removed and replaced with class or student project

Vote: sent back for further review and development

- i. **(CP16-041) TV 060 Introduction to Media Writing** – Changes: course title, description, objectives, assessments, textbooks
 - i. Action on the course

Motion: who

Seconded: who

Discussion: Maire advised that section J is incomplete; heavy writing course (20-30 page film script and multiple writing assignments weekly) but ELGL 001 is only advisory. Per Curtiss, objectives are coming from the CID

Vote: send back for updates to section J; with recommendation that faculty and dean look at class max size

8. Curriculum Review – Course Modifications

None

9. New/Revised Credit Programs or Certificate Programs

None

10. Major Deletions

None

11. Report from Chair

Curtiss discussed memo of understanding regarding AB-288 – dual enrollment at high school and college. If we have high schools that are offering dual enrollment, course should be vetted through SCC and should be taught by a teacher with a minimum qualification. Which course outline of record will be used to teach course? Counts toward SCC FTES. Curtiss will provide CC comments to senate at next meeting.

12. Report from VP Academic Affairs

Insert notes here

13. Report from the Articulation Officer

Insert notes here

14. Other

15. Open Discussion

Maire expressed concern that we have five meetings left in the semester and the committee is very behind in the course review queue (particularly with the ones just sent back for more development); still have not received the Biotech courses for review. Curtiss advised that the Biotech course will take precedence in the review process.

Tech Review next week; encourage all to attend.

16. Adjournment

Motion: Deb

Seconded: Randy