



Solano Community College Academic Senate Curriculum Committee

Meeting Minutes
August 16, 2016

1. Roll Call

Curriculum Chair Curtiss Brown called the meeting to order.

In Attendance: Curtiss Brown (Chair), Erin Duane, Jose Cortes, Maire Morinec, Marianne Flatland, Margherita Molnar, Randy Robertson, Sandy Lamba, Teri Yumae, Kevin Anderson, Tony Ayala, Ginger Cain, Leslie Hentzen, Lesley Minor (ex-officio),

Guests:

Jim DeKloe, Biotechnology
Michael Wyly, Academic Senate President
Shirley Lewis, Interim Dean, Math & Science

Absent:

Michelle Arce; Glen Burgess; Rusty Mayes

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: Erin Duane

Seconded: Terri Yumae

Vote: passed

3. Consent Items

None

4. New Courses

There were no new courses to evaluate

5. Course Modifications

There were no new course modifications to evaluate

6. New/Revised Credit Programs or Certificate Programs

a. **(CP16-126) Bachelor of Science in Biomanufacturing** (*Description, Courses, Units*)

i. Action on the Program

Motion: Erin Duane

Seconded: Marianne Flatland

Discussion: Jim DeKloe thanked committee for approving courses in last meeting; working on approval of program will go to the ACCJC substantive change committee; if approved today, will go to BOT tomorrow. Document is to respond to ACCJC comments that everything had been approved and SLO for every course.

Spent summer working on SLO and additional PLO's. Last week at tech rev, looked at PLO; LaNae Jaimez assisted in wording which was sent out in new documents. Six PLO's created – 2 for technology; 2 for quality; two integrated tech/quality

Chairman Brown asked how we will know it will meet rigor; Jim DeKloe advised that the other 14 college's programs were approved by the ACCJC conditionally with lesser descriptions; we did not meet deadline and were more heavily scrutinized to insure upper division courses. SCC needed to provide heavy evidence in documentation that each course meets upper division requirement (depth, refinement and characteristics of upper division coursework). There is a possibility that we over-wrote program; without additional professional development, none of the faculty is prepared to teach them yet.

Academic Senate President Michael Wyly added that the challenge that hit us over the summer is the Department of Education scrutinizing ACCJC to insure that they are a qualified body to approve a Baccalaureate program. How does the college go about ensuring that the upper division courses meet that adopted criteria? The onus is on the proposing faculty to prove course meets criteria. Provided an addendum form that faculty had to fill out to show that the courses are upper division. Don't typically submit outcomes (locally determined measurements), however ACCJC requires them. We need to prove that the program is the culmination of the courses and has defined criteria, as well as a rubric to assess if it meets criteria; ultimately need to satisfy ACCJC and Chancellor's office.

Ms. Flatland provided suggestions on terms of language – general criteria, when we use generally, often, typically, etc., it waters down strength (example: page 9; top of page – “clear distinctions” then follows with much softer language). She would like to see qualifiers removed; President Wyly advised that language was already approved by the Academic Senate and would need to go back to them for approval should any changes be made.

Vote: Tony Ayala abstained; all other members approved; motion passed

7. Major Deletions

None

8. Report from Chair

Chairman Brown advised that the new calendar a Curriculum Committee meetings for AY 2016-2017 is currently in development and forthcoming. May have a short and sweet meeting to review and pass the minutes (info by Thursday, 8/17) and provide a calendar.

Ms. Flatland advised that if they had agenda earlier, would have already gone through content and objectives thanks to a pre-read; committee needs to come up with a best practice process for this. President Wyly advised that according to Brown Act, agenda goes out at least 72 hours prior; committees must meet even if there is nothing to discuss, have a quorum, etc. President Wyly offered to give a presentation on Brown Act at a future CC meeting.

9. Report from VP Academic Affairs

- Dr. Minor advised that new committee member training is coming; committee members need reminders for how responsible the committee is
- Tech review – need more thorough review of curriculum, not just from a technical aspect – treat as a first reading (assigned to a sub group for a set of courses) to insure that a small group is doing a deep dive of the material

10. Report from the Articulation Officer

- No report

11. Other

- No topics to report

12. Open Discussion

- Mr. DeKloe stated that dates in CurricUNET seems to be incorrect; the curriculum specialist is in the process of being replaced; typically they would be cleaning up the database
- Mr. Cortes said that it is difficult to view courses due to all the data that is in there (no way to see what is approved and what is pending)
- President Wyly asked that Curriculum Committee consider working with the Assessment Committee to recommend changes to insure language reflects outcomes to capture whole course

13. Adjournment

Motion: Erin Duane

Seconded: Randy Robertson