



Solano Community College Academic Senate Curriculum Committee

Meeting Minutes - Draft
December 6, 2016

1. Roll Call

Curriculum Chair Curtiss Brown called the meeting to order.

In Attendance: Ginger Can, Erin Duane, Kevin Anderson, Jose Cortes, Virginia Guleff (ex-officio), Maire Morinec, Marianne Flatland, Margherita Molnar, Anthony Ayala, Randy Robertson, Sandy Lamba, and Teri Yumae.

Staff: Lisa Abbott, and Leslie Hentzen.

Guests: Jim DeKloe, Rob Gabriel, Myra Karbo, Neil Glines, and Jeff Kissinger.

Absent: Glenn Burgess.

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

Seconded: Marianne

Vote: Approved

3. Consent Items

- a. BIOT 052 to BIOT 001- Course number change.
- b. CHEM 051 to CHEM 012- Course number change.
- c. THEA 050 to THEA 040- Course number change.
- d. PHOT 052 to PHOT 040- Course number change.

4. Approval of Minutes

None to approve

5. Action Items

6. New Courses

b. (CP16-184) ATHL 010A Pre-Season Swimming and Diving.

1. Action on the Course.

Motion: Marianne

Seconded: Ginger

Discussion: Curtiss-explains course for athletes in the pre-season to maintain eligibility and for out of season competition.

Maire-asks about class size

Curtiss-explains that the coach of the sport determines the class size.

Randy-would class size change in future?

Rob- it could, but the determination of size is accurate for now.

Vote: Approved

c. (CP16-186) ATHL 018A Pre-season Intercollegiate Tennis

1. Action on the Course

Motion: Ginger

Seconded: Erin

Discussion: Curtiss-provides explanation for course need.

Vote: Approved

a. (CP16-185) WELD 131 Intermediate Shielded Metal Arc Welding (Stick Welding).

1. Action on the Course

f. (CP16-164) WELD 130 Shielded Metal Arc Welding Basic (Stick 7018/6010 Basic).

1. Action on the course

g. (CP16-165) WELD 132 Advanced SMAW (Stick Welding).

1. Action on the course

h. (CP16-166) WELD 136 Basic Structural Steel and Flux Core Arc Weld (FCAW).

1. Action on the course

i. (CP16-167) WELD 137 Advanced Structural Steel and Flux Core Weld (FCAW).

1. Action on the course

j. (CP16-168) WELD 145 Intermediate Pipe Welding (7018 STK SMAW).

1. Action on the course

Motion: Maire-combined all WELD (a, f-j) courses together for approval.

Seconded: Erin and Jose

Discussion: Maire-background of courses and intent to separate out the courses for students in intro classes and subsequent classes. Does not expect courses to go into effect till 18-19 school year.

Virginia-existing WELD degree are new courses being added to existing degree; wants to be clear if these are substantial changes or not and whether the changes need to go to Chancellor's Office.

Maire- states program is being modified and BACC approval is required before submission to CO. States that WELD 100 will be offered as a stand-alone course which was approved on November 29.

Vote: Approved

7. Course Modifications

a. (CP16-187) EMT 213 Emergency Medical Technician (Basic) Refresher

1. Action on prerequisite

Motion: Maire

Seconded: Teri

Discussion: Rob-talks of course numbering and updating prerequisite EMT 112 to 212.

Vote: approved

2. Action on the course

Motion: Anthony

Seconded: Ginger

Discussion: Maire-gives history of why course as changed to EMT 112.

Marianne-spoke to helping veterans can use course for degree.

Vote: Approved

b. (CP-188) CINA 010 The Art of Cinema- C-ID, Description, objectives, textbooks

1. Action on the course

Motion: Marianne

Seconded: Ginger

Discussion: Curtiss-states this course modification is to meet C-ID. Changes needed in catalog description for grammar correction.

Lisa-adjusted transferability.

Maire: In previous discussion the change of pages to words. Recommends tabling of course to needed changes.

Marianne- seconds the motion; content and course objectives need updating, no projections of course offerings.

Vote: Tabled

c. (CP16-155) ATHL 002A Women's Fall Intercollegiate Basketball- SAM code, Class Max, Objectives, Assessments

1. Action on the course

d. (CP16-156) ATHL 004 Women's Intercollegiate Soccer (Fall)- SAM code, Class Max, Textbooks

1. Action on the course

e. (CP16-157) ATHL 015 Men's Intercollegiate Baseball- SAM code, Class Max

1. Action on the course

f. (CP16-158) ATHL 016A Men's Intercollegiate Basketball (Fall) - SAM code, Class Max

1. Action on the course

Motion: combine all ATHL (c-f) courses together for approval-Ginger

Seconded: Randy

Discussion: Curtiss-provides correct process for class max approval.

Jim-verifies Curtiss's explanation and the union's involvement in decision of class max.

Rob-related issues with regards to registration and waiting list effect on student-athletes.

Vote: Approved

g. (CP16-190) PHOT 030 Beginning Film Photography- co-requisite

1. Action on co-requisite

Motion: Maire

Seconded: Marianne

Discussion: Maire-asks if the lab is practicum?

Lisa-there is a lab, but not repeatable.

Maire-states PHOT 130L is not listed.

Neil-states the lab was offered on Fridays which students were not all able to attend.

Maire-states her concern in regards to additional 3 hours/week (PHOT 130L) for the students when there is a built in lab for this course with assigned time.

Margherita-asks if the labs cover same material?

Neil-states how labs are offered and history of including the lab versus previous drop-in lab.

Anthony-asks about adding more lab time into course.

Margherita-asks if student can take PHOT 130L alone?

Curtiss-verifies it is a co-req and cannot be taken alone.

Neil-mentions the faculty member found this to be the recommended model that is used by other colleges.

Maire-concerned that the lab hours are included in the transferable course and asks how CC can approve a co-requisite (PHOT130L) when it has not been approved.

Marianne-language is not clear in COR.

Curtiss-provides information about 3 units versus making a 4 unit course and possible articulation road blocks.

Margherita-how do lecture and lab hours compare to UC's?

Virginia-nontransferable lab course while enrolled with transferable lecture/lab course-stating the question of what's being discussed. If students want additional lab time should this be a co-requisite? Can a lab be a co-requisite to another lab?

Maire-this does not fit based on past curriculum history.

Neil-states we have a lab that can be taken, but is not repeatable. PHOT 130L provides the option for additional lab time. Currently, lab is not a co-requisite.

Maire-motions to table proposal and explore other options with faculty member, by finding a way to include lab with courses or option for other labs, make it optional.

Margherita-asks if course could be lecture only and have a lab course?

Neil-asks were these concerns discussed in tech review? No

Motion: Maire-to table

Vote: Approved: Ginger, Maire, Margherita, Marianne, Anthony, Sandy, Kevin; opposed: Jose, Teri, Erin, Randy
Course is tabled.

2. Action on the course

h. (CP16-191) PHOT 070 Beginning Digital Photography- co-requisite

1. Action on co-requisite
2. Action on the course

i. (CP16-192) PHOT 071 Digital Imaging 1- co-requisite

1. Action on co-requisite
2. Action on the course

j. (CP16-193) PHOT 073 to 045 DSLR Videography- co-requisite, course number change

1. Action on co-requisite
2. Action on the course

Motion: Anthony to group co-requisites together for h-j.

Seconded: Teri

Second Motion: Randy table these courses for same reason as PHOT 30.

Seconded: Maire and Margherita

Vote: approve: Ginger, Maire, Margherita, Randy, Marianne, Sandy, Kevin; oppose: Teri, Jose, Erin; abstain: Anthony

Courses are tabled.

Marianne-states if AO was available (not approved yet) this issue could have been red-flagged or possibly avoided. This should have been discovered in tech review.

Erin-were PHOT labs passes or tabled from last meeting?

Lisa-passed

Randy-states that CC was not just looking at PHOT 030 for just the labs.

8. CURRICULUM REVIEW – COURSE MODIFICATION

a. (CP16-173) GEOL 002 Geology Laboratory- Content, Assignments, Textbooks

1. Action on the course

Motion: Randy

Seconded: Erin

Discussion: Randy-states that course outline has more detail in content, changed pages to words per CC request and that this is a lab course.

Vote: Approved

9. New/Revised Credit Programs or Certificate Programs

a. (CP16-181) Certified Nursing Assistant- Course

1. Action on Program

Motion: Marianne

Seconded: Randy

Discussion: Myra-states that the program showed NURS 200 which is wrong. Certificate shows change as NURS 103 not NURS 200.

Maire-provides history of NURS 200 level courses as stand-alone.

Myra-states she worked with Erin Moore in the past regarding units to these level courses.

Vote: Approved

b. (CP16-189) Industrial Biotechnology Certificate of Achievement

1. Action on Program

Motion: Erin

Seconded: Jose

Discussion: Jim spoke of changes and adjustments.

Vote: Approved

10. Major Deletions

11. Report from Chair

Curtiss asks for volunteers for Workload Committee from CC members. States may only meet once a year and information on how to work on this committee will be explained before or upon first meeting. Erin Duane, Anthony Ayala, and Margherita Molnar have volunteered for this committee.

Anthony-needs a replacement for Spring '17 and Michelle Arce will take over position.

12. Report from VP Academic Affairs

Curricunet Meta updates are occurring and moving forward, more info later.

Curriculum Summit occurred last week and that the college will be able to certify courses and then send list of certified courses to Chancellor's Office; this will streamline and speed up approval process.

Curriculum Handbook is being updated.

Virginia states this is her last CC meeting as she has taken same position at Butte College primarily for family reasons.

13. Report from the Articulation Officer

None

14. Other

None

15. Open Discussion

Marianne- talks of University Studies degrees and asks that drafts be shown to each discipline. Asks that that additions and deletions of courses be made to update degrees.

Curtiss-states that disciplines have right to remove their courses from these degrees if so desired.

Randy-asks what courses should be in said degrees?

Marianne-states should be courses that are transferable.

16. Adjournment

Motion: Erin

Seconded: Randy