



Solano Community College
Academic Senate
Curriculum Committee
Approved Minutes
Tuesday, February 14, 2017
1:30 p.m., Room 503

1. CALL TO ORDER: The meeting was called to order by Chairperson Curtiss Brown at 1:35 pm.

2. ROLL CALL

Members:

Curtiss Brown (Chair & Articulation Officer), Erin Duane, Michelle Arce, Glenn Burgess, Jose Cortes, Jim DeKloe, Marianne Flatland, Paul Hidy, Maire Morinec, Randy Robertson, Teri Yumae, David Williams (Consultant of Academic Affairs), Lisa Abbott (Curriculum Specialist), Sheila Kaushal (Administrative Assistant), and two students.

Absent:

Sandy Lamba.

3. 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. Jim DeKloe motioned to approved the agenda and was seconded my Marianne Flatland. The motion was carried unanimously.

4. CONSENT ITEMS

Chairperson Brown stated the School of Math and Science requested to add the words, "Magnetism sounds and waves," on catalog description for Physics 10. The motion was approved by Dean Morinec and was seconded by Erin Duane. The motion passed unanimously.

5. APPROVAL OF MINUTES

Marianne Flatland motioned to approve minutes of November 29, 2016 and December 6, 2016. The motion was seconded by Teri Yumae. Jim Dekloe and Paul Hidy abstained. The minutes were approved by majority of the vote.

6. ACTION ITEMS

7. NEW COURSES

a. (CP17-12) COSM 148 Special Topics

1. Action on the course:

Dean Morinec shared that her department developed this supplemental course to assist students in completing their 600 required hours. The lab for this course would be, tentatively, on Saturdays.

Dean Morinec motioned to approve the new course and seconded by Teri Yumae. The motion to add COSM 148 Special Topics passed unanimously.

8. COURSE MODIFICATIONS

a. (CP16-188) CINA 010 Introduction to Cinema Studies-title, C-ID, catalog description, objectives, assessment, content, and books.

1. Action on the course:

Chairperson Brown stated that one of requested changes for this course was CID change. Dean Morinec was concerned the top code change from occupational to non-occupational would affect Perkins numbers for students enrolled in CTE program. Marianne Flatland clarified, after reviewing the course description, the code change was appropriate since it would be a general education/theory course.

Randy Robertson motioned to approve the modifications and was seconded by Marianne Flatland. The motion passed unanimously.

b. (CP17-1) KINE 005J Beginning Body Conditioning- Units, hybrid, and textbooks.

c. (CP17-2) KINE 005K Intermediate Body Conditioning- Units, hybrid, and textbooks.

d. (CP17-3) KINE 005M) Beginning Weight Training - Units and hybrid textbooks.

e. (CP17-4) KINE 005N Intermediate Weight Training- Units, hybrid, and textbooks.

1. Action on the courses:

Lisa Abbot stated that the School of Health Science requested to modify the units, which would change it to non-variable and add an online lecture for half an hour per week. Chairperson Brown mentioned that these courses could be stackable with separate lectures but activities would be scheduled at the same time and focused on different skill sets. Dean Morinec was concerned that the information/description provided by the School did not include enough details about the courses. She recommended information such as, lectures and assignment examples, be included on the description courses mentioned above. Erin Duane replied that those recommendations could be easily added by Terri Pearson-Bloom.

Erin Duane motioned to approve the modifications and was seconded by Jose Cortes. Dean Morinec abstained. The motion passed by majority of the vote.

However, this motion was reversed later on when discussing PSY 006. Marianne Flatland motioned to return these applications back to the School of Health Science and requested more information about the courses' assignments and lectures in adherence with Curriculum Handbook. Chairperson Curtiss stated that the approval would be contingent to the updated information provided and would be presented under Consent Item the following meeting. Jim DeKloe seconded the motion. The motion passed unanimously.

f. (CP17-8) SOCS 030 Peace Non Violence and Conflict Resolution- Online/hybrid

1. Action on the course:

The School of Social and Behavioral Sciences requested to modify this course to online/hybrid status. The committee recognized the application included great examples of online assignments. However, it needed more detailed information on what would be discussed during online and hybrid. The committee decided to approve it as an online course instead of online/hybrid. It could be submitted again with more information about the hybrid segment of the course.

Marianne Flatland motioned to approve SOCS 030 as an online course. It was seconded by Jim DeKloe. The motion passed unanimously.

g. (CP17-9) OT163 Introduction to Diagnostic Coding- Title, Number, DE, description, assessment, and books.

h. (CP17-10) OT 164 Intermediate ICD-PCS Coding- Title, Number, DE, description, and books.

i. (CP17-10) OT 166 Current Procedural Coding ICD-PCS Coding- Title, Number, DE, description, and books.

1. Action on the courses:

Chairperson Brown explained the courses were being presented to the committee for number/title modifications. Lisa was asked to change Anatomy to Intro Human Biology and to add the previous names of the courses.

Dean Morinec recommended to group 164 and 166. Randy Robertson stated that there was only one difference between 163 and 164 and should be grouped together as well.

Dean Morinec motioned to approve courses modifications. It was seconded by Erin Duane. The motion passed unanimously.

8. CURRICULUM REVIEW – COURSE MODIFICATION

a. (CP17-5) PSYC 002 Biological Psychology- Catalog description, objectives, and Textbooks.

1. Action on the course:

Chairperson Brown clarified that Psyc 03 was online/hybrid. Jim DeKloe requested CID clarification because Psyc 1 had 110, Psyc 2 had 150, Psyc 4 had 200, and Psyc 6 had 180. If their CID matched, then he recommended submitting courses together.

Dean Morinec motioned to approve the modifications including CID clarification. Marianne Flatland seconded the motion. The motion passed unanimously.

b. (CP17-6) PSYC 006 Developmental Psychology- Online/hybrid, assessment, and books.

1. Action on the course:

The School of Social and Behavioral Science submitted to change the course to online modality. The committee agreed to return application with recommendations to include specific course assignments and to proof read for grammatical errors. Chairperson Brown was asked to research if this course can be added to nursing program.

Jim DeKloe motioned to return application and was seconded by Erin Duane. The motion passed unanimously.

c. (CP17-7) PSYC 007 Cross-Cultural Psychology- advisory, catalog description, objectives, assessment, and books.

1. Action on the course:

Erin Duane clarified that the advisory change was from English 1 to Psyc 1 then eligibility to English and remove Math 320. Chairperson Brown was asked to submit an “assist for approval.”

Erin Duane motioned to approve modifications requested. It was seconded by Marianne Flatland. The motion passed unanimously.

9. NEW/REVISED CREDIT PROGRAMS OR CERTIFICATE PROGRAMS

10. MAJOR/COURSE DELETIONS

a. GRMN (001, 002, 003, 004, 011, 012, 031, 032, 033, 034, and 049), ITAL (031, 032, 033, and 034), JAPN (101 and 102), LATN (001, 002, 003, and 049), SOCS (027, 028, 051, 053A, and 053B), SPAN (001S, 002S, 012, 025, 026, 063M, 064M, 061M, and 062M), and ESL (006, 055, 078, 079, 087, and 372).

Chairperson Brown stated that these courses would not be offered in the future and would be removed from the catalog temporarily. According to the Accreditation process, if classes were not assessed, they could not be included in the catalog. They would have a 2-year “inactive” life and could be brought back within that timeframe without major modifications. David mentioned that if they were part of a degree then it had to be updated. Dean Morinec stated that Socs 027, and maybe Socs 53A and 53B, were an elective for a program and part of AA degree. The committee acknowledged the need to review our catalog to ensure any deletions would not affect existing programs.

Chairperson Brown asked the committee to place these items in the parking lot for future discussion. Erin motioned to approve and was seconded by _____. The motion passed unanimously.

11. REPORT FROM THE CHAIR – Chairperson Brown deferred his report to Michael Wyly regarding Curriculum Handbook update.

12. REPORT FROM THE VICE PRESIDENT OF ACADEMIC AFFAIRS – David Williams

David Williams, Consultant of Academic Affairs, shared that they were in the process of creating a Technical Committee. At this time, the challenge was delineating the roles to the members. This group's responsibilities would be to proof read for grammatical errors, to review information such as course assignments, etc. Also, a similar committee could be found at other colleges.

13. REPORT FROM THE ARTICULATION OFFICER - *Curtiss Brown*

Curtiss Brown attended an AO meeting at Skyline College. He was proud to share that SCC Bachelor's degree application was advance in comparison with what he had witnessed at the meeting. He commended Jim DeKloe for his contribution in putting the program together. SCC Bachelor's degree substantive change report was approved by ACCJC January 2017.

14. REPORT FROM THE PRESIDENT OF ACADEMIC SENATE – *Michael Wyly*

Academic Senate President Michael Wyly encouraged the committee to review the Curriculum Handbook (draft) and requested their input by the next AS meeting, February 27th. He commended Erin Duane, David Williams, and Curtiss Brown for their hard work on handbook. The focus group continued to identify procedural language changes and would include local certifications, best practices, how credit hours will be determined, etc. Ultimately, one of the goals would be to produce a handbook that would support the staff and be used as a reference. President Wyly reminded the committee to expect typos, and incongruities on the draft version of the handbook. The Senate would discuss all inputs received by February 27th and a potential action scheduled on March 6th.

15. OTHER

16. OPEN DISCUSSION

17. ADJOURNMENT: Erin Duane moved to adjourn the meeting and was seconded by Jim DeKloe.

The meeting adjourned at 3:17pm.