



Solano Community College
Academic Senate
Curriculum Committee
Unadopted Minutes
Tuesday, February 28, 2017
1:30 p.m., Room 503

1. CALL TO ORDER: The meeting was called to order by Chairperson Curtiss Brown at 1:40 pm.

2. ROLL CALL

Members:

Curtiss Brown (Chair & Articulation Officer), Michelle Arce, Jim DeKloe, Marianne Flatland, Paul Hidy, Randy Robertson, Teri Yumae, David Williams (Consultant of Academic Affairs), and Lisa Abbott (Curriculum Specialist).

Absents:

Erin Duane, Glenn Burgess, Jose Cortes, Maire Morinec, and 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.

Chairperson Brown informed the members that items under Course Modification had been removed due to incomplete information received from respective Schools. Jim Dekloe motioned to approve modified agenda. It was seconded by Marianne Flatland. The motion was carried unanimously.

4. CONSENT ITEMS

Chairperson Brown stated that the Chem 03 requested to change wording on the course advisory eligibility section from, "English 1 is strongly recommended," to "English 1 is an advisory." This change was requested for consistency purposes as same verbiage was utilized on Chem 4. The members approved the modification.

5. APPROVAL OF MINUTES

Jim DeKloe motioned to approve minutes of February 14, 2017. It was seconded by Marianne Flatland. The minutes was approved unanimously.

6. ACTION ITEMS

a. Review and approve revised GE Option A (please see attached document).

Chairperson Brown stated that he had been working with Marianne Flatland and David Williams to revise this document with a goal of assisting students in completing their General Education requirements in an efficient manner by updating courses that would apply under Option A.

Jim DeKloe motioned to add English 2 on the list as a stop gap until the next cycle. It was seconded by Marianne Flatland. The motion was approved unanimously.

It was also recommended to add Bio (20 and 25; both CSU transferrable) and American Sign Language (46 and 47). Chairperson Brown mentioned that UC would communicate transferrable courses by September or October while UCS would provide the same information on April. Paul Hidy asked if FLNG courses were deleted on the list, which Chairperson Brown confirmed. He also confirmed that

Athletics/Sport courses were included on the list. David Williams asked if Foreign Language courses (001-004) on Area C were on the list. After much deliberation about foreign language courses, it was decided to leave Spanish and French the way they were written instead of specifying Spanish/French 1, 2, 31, and 32. Jim DeKloe suggested to modify section D3 title from *Communication* and Analytical Thinking to *Quantitative* and Analytical Thinking. Jim De Kloe motioned to approve these changes and was seconded by Marianne Flatland. The motions were approved unanimously.

7. NEW COURSES

There were no items listed.

8. COURSE MODIFICATIONS

- a. (CP17-13) BUS 005 Introduction to Business- C-ID, description, content, and books.
- b. (CP17-14) MUSC 022 Musical Theatre - Description, objectives, units, content, books, and evaluation.

Chairperson Brown removed these items from the agenda due to incomplete information received from the Schools.

9. CURRICULUM REVIEW – COURSE MODIFICATION

- a. Revised Curriculum Handbook- February 27 Academic Senate revisions, and suggestions.

1. Action on the Handbook

Chairperson Brown welcomed feedback on Curriculum Handbook (please see attached document) from members of the committee. Lisa stated that on page 7 under *Structure*, 2 student representatives were considered voting members, when they should be non-voting members. Marianne Flatland would like to see specific language on page 11 (*Duties of the Members*) that would require committee members to thoroughly review materials/handouts outlined on the agenda before the meeting. Also, if the agenda/materials could be provided earlier. Chairperson Brown replied that in accordance with Brown Act, meeting materials had to be sent out 72 hours, including weekends, to members and he had adhered to his procedure. Paul Hidy commented he wasn't aware of his responsibility to delete courses approved by the committee on CurricuNet. Lisa shared, "Curriculum Committee Structure," which outlined committee structure and responsibilities.

Jim DeKloe stated that the Regional approval process for CTE courses was not included. He shared that per the conference he attended, courses that were part of certification, should go through regional process before they were submitted for local approval. David Williams replied that Regional approval process was mentioned in the handbook but not in details.

Chairperson Brown and Lisa Abbot clarified that any modifications on courses would be included in Fall 2018 catalog. This practice took effect in Fall of 2016 when Virginia Gullef was the interim VP of Academic Affairs. A year delay would help ensure accuracy of existing catalog since it's our contract with the community (exceptions: course deletions and course 48 (experimental courses)).

10. NEW/REVISED CREDIT PROGRAMS OR CERTIFICATE PROGRAMS

There were no items listed.

11. MAJOR/COURSE DELETIONS

PHOT 057 Special Projects

Course Deletion

PHOT 072 Digital Imaging II

Course Deletion

PHOT 099 Photography Honors

Course Deletion

PHOT 155A Professional Photography: Travel Photography

Course Deletion

PHOT 155A Professional Photography: Travel Photography

Course Deletion

PHOT 155B Pro Photo: Travel Photography II

Course Deletion

FDES062, 063 and 065

Courses Deletion

Jim DeKloe requested a background information why courses were being deleted. Chairperson Brown explained that the Photo department reviewed their existing courses and made a determination to delete them. Jim DeKloe motioned to delete courses mentioned above. Randy Robertson seconded the motion. The motion passed unanimously. Chairperson Brown reminded committee members to approve deletion on CurricuNet.

12. REPORT FROM THE CHAIR

There were no updates from Chairperson Brown.

13. REPORT FROM THE VICE PRESIDENT OF ACADEMIC AFFAIRS

David provided feedback during Curriculum Handbook review.

14. REPORT FROM THE ARTICULATION OFFICER

There were no updates from Articulation Officer Brown.

15. OTHER

Chairperson Brown announced that he would be retiring as Curriculum Committee Chairperson by the end of session and encouraged who were interested to apply.

Lisa asked committee members to remind their faculty peers of Curriculum Reviews. She could be reached at extension 7223 or via email Lisa.Abbot@solano.edu if they need forms or require additional information.

16. OPEN DISCUSSION-

17. ADJOURNMENT

Jim DeKloe motioned to adjourn the meeting and was seconded by Marianne Flatland. The meeting adjourned at 3:13 pm.

Documents Reviewed At This Meeting:

1. GE Option A.
2. Proposed Addition To The Handbook: Tech Review.
3. Curriculum Handbook (1st draft).