

Solano Community College

Academic Senate CURRICULUM COMMITTEE

MINUTES

Tuesday, September 14, 2004
1:30 p.m., Board Room

ROLL CALL

The Curriculum Committee members introduced themselves to each other.

Present: Robin Arie-Donch, Chair; Joyclyn Algar (Vocational Student); Debbie Berrett, Curtiss Brown, Glenn Burgess, Erin Farmer; Ruth Fuller, Bob Myers, Brad Paschal, Kathy Rosengren; Amanda Smith (Academic Student); Robin Sytsma, Ann Willer, Floyd Hogue, Ph.D., (arrived after roll call); Donna Vessels, and Judy Spencer.

Excused: None

Guests: Marylou Fracisco, John Nagle and John Urrutia

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.

It was moved by Ann Willer and seconded by Debbie Berrett to approve the agenda as presented. The motion carried unanimously.

CONSENT ITEMS – (None)

APPROVAL OF MINUTES

It was moved by Erin Farmer and seconded by Ann Willer to approve the minutes of April 27, 2004, as presented.

The motion carried unanimously.

ADOPT CALENDAR FOR 2004-2005 Academic Year

It was moved by Kathy Rosengren and seconded by Robin Sytsma to adopt the 2004-05 academic year calendar for the Curriculum Committee.

Chair Arie-Donch asked each committee member to please post the calendar in a visible area of their division in order for all to be aware of the calendar dates. Copies will be made available to faculty from the Curriculum Office.

NEW COURSES – (None)

COURSE MODIFICATIONS

- a. (CP-04-139) CIS 1–Introduction to Computers–Change the course title, catalog description, performance objectives, methods of evaluation, writing and other assignments, content outline, and textbooks

It was moved by Ann Willer and seconded by Bob Myers to approve the course modifications as presented.

There was discussion from both students relative to the process being followed. They expressed concerns on behalf of ASSC and their ability to share with all students the information through the shared governance process. Chair Arie-Donch explained to the students that procedurally the committee cannot do this for each course because of timelines involved for articulation, the Catalog, etc. Modifications do not change the substance to a course in a significant way. There is sufficient time for everyone to review major changes through the process of several meetings and discussions in the divisions. Chair Arie-Donch recommended to the students if they see something on the agenda that they feel is alarming or “raises” a red flag that they contact her or the course author of the course. They can also discuss it with their division senators. Chair Arie-Donch thanked the students for their commitment to the committee.

A question was raised relative to using the word “comprehend” in 10. (1.). It was clarified that this word is encouraged and is a part of critical thinking vocabulary that is supposed to be used in curriculum.

The motion carried. Joyclyn Algar abstained.

- b. (CP-04-140) CIS 50–Microcomputer Applications–Change the catalog description, other catalog information, methods of evaluation, writing assignments, content outline, and textbooks.

It was moved by Kathy Rosengren and seconded by Bob Myers, to approve the course modifications as presented.

The motion carried. Joyclyn Algar abstained.

PROGRAM MAJOR MODIFICATIONS

- a. (CP-04-141) Office Technology Administrative Assistant– Remove a course from the required course option. Total unit value is decreased to 31.50 units.

It was moved by Ann Willer and seconded by Bob Myers to approve the program major modifications as presented.

The motion carried. Joyclyn Algar abstained.

HEALTH, PHYSICAL EDUCATION & ATHLETICS DIVISION CURRICULUM REVIEW (part 1 of 2)

- a. (CP-04-124) Athletics Curriculum Review Verification Form

It was moved by Bob Myers and seconded by Kathy Rosengren to approve the curriculum review verification form for Health, Physical Education and Athletics (Athletics) as presented.

Clarification was given to the students on the purpose of the review. Since the curriculum review is done every five years, it was stated that it is an opportunity for the faculty to go through and look at each course in the division very closely to determine if curriculum needs to be updated, and/or to determine if there are changes to things we do that will make courses more beneficial to students. It is also an opportunity to update textbooks.

The motion carried unanimously.

- b. (CP-04-121) Health Education Curriculum Review Verification Form

It was moved by Bob Myers and seconded by Robin Sytsma to approve the curriculum review verification form for Health, Physical Education and Athletics (Health Education) as presented.

The motion carried unanimously.

Program Major Modifications

- c. (CP-04-136) Physical Education – Add courses to PE Activity Courses list and delete a course from the Recommended Electives list. No change to total unit value.

It was moved by Bob Myers and seconded by Kathy Rosengren to approve the program major modifications as presented

The motion carried. Joyclyn Algar (vocational student) abstained.

- d. CP-04-137) Sports Medicine/Fitness Science (Transfer) – Add courses to PE Activity Courses list. No change to total unit value.

It was moved by Bob Myers and seconded by Debbie Berrett to approve the program major modifications as presented.

The motion carried. Joyclyn Algar (vocational student) abstained.

- e. CP-04-138) Sports Medicine/Fitness Science (Occupational) Aerobics/Personal Trainer –
 - Sports Medicine/Fitness Science (Occupational): add new Job-Direct Certificate—Fitness Professional
 - Sports Medicine/Fitness Science (Occupational) Aerobics: delete course from Required Courses decreasing total unit value. Add 3 courses to Recommended Electives.

- Sports Medicine/Fitness Science (Occupational) Personal Trainer: add 3 courses to Recommended Electives. No change to total unit value.

It was moved by Bob Myers and seconded by Curtiss Brown to approve the program major modifications as presented.

There was discussion on BIOSC 10 which has not been offered for quite some time.

The motion carried. Joyclyn Algar abstained.

Course Modifications

- f. (CP-04-125) ATHL 1–Women's Intercollegiate Volleyball (Fall) – Change reading assignments, methods of evaluation, content outline and textbooks.

It was moved by Bob Myers and seconded by Debbie Berrett to approve the course modifications as presented.

The motion carried. Joyclyn Algar abstained.

- g. (CP-04-126) ATHL 2.1–Women's Fall Intercollegiate Basketball – Change methods of evaluation, content outline and textbooks.
- h. (CP-04-127) ATHL 2.2–Women's Spring Intercollegiate Basketball – Change reading assignments, methods of evaluation, content outline and textbooks.
- i. (CP-04-128) ATHL 3–Intercollegiate Softball – Change methods of evaluation, reading assignments, content outline and textbooks.
- j. (CP-04-129) ATHL 4– Women's Intercollegiate Soccer (Fall) – Change methods of evaluation, reading assignments, content outline and textbooks.
- k. (CP-04-130) ATHL 10–Men's and Women's Intercollegiate Swimming and Diving (Spring) – Change methods of evaluation, reading assignments, content outline and textbooks.
- l. (CP-04-131) ATHL 15–Intercollegiate Baseball – Change methods of evaluation, reading assignments, content outline and textbooks.
- m. (CP-04-132) ATHL 16.1–Men's Intercollegiate Basketball (Fall) – Change methods of evaluation, reading assignments, content outline and textbooks.
- n. (CP-04-133) ATHL 16.2–Men's Intercollegiate Basketball (Spring) – Change methods of evaluation, reading assignments, content outline and textbooks.
- o. (CP-04-134) ATHL 17–Men's Intercollegiate Football (Fall) – Change methods of evaluation, reading assignments, content outline and textbooks.
- p. (CP-04-135) ATHL 20–Men's and Women's Intercollegiate Water Polo – Change performance objectives, methods of evaluation, reading assignments, content outline and textbooks.

There was no objection from the committee for one motion to be made to cover action on the course modifications of ATHL 2.1 – ATHL 20 as a group, as presented.

Bob Myers moved and Curtiss Brown seconded the motion to approve the course modifications as outlined and presented above.

The question was raised about the rationale of using textbooks for coaches. It was clarified that it is not uncommon to use them since they are advanced reading.

The motion carried unanimously.

- q. (CP-04-122) H ED 2–Health Education – Change course advisory, catalog description, performance objectives, methods of evaluation, reading assignments, other assignments, content outline and textbooks.
 - 1) Action on advisories: SCC minimum English and math standards.

It was moved by Bob Myers and seconded by Curtiss Brown to approve action on the advisories.

The motion carried. Joyclyn Algar abstained.

It was moved by Bob Myers and seconded by Debbie Berrett to approve the course and modifications as presented.

The motion carried unanimously.

- r. (CP-04-123) H ED 3–Women’s Health Issues – Change methods of evaluation, reading assignments, writing assignments, other assignments, content outline and textbooks.

It was moved by Bob Myers and seconded by Ann Willer to approve the course modifications as presented.

The question was raised why 13. (b.) was changed to regional customs and rules. It was clarified that this refers to international customs and is clearer.

The motion carried unanimously.

Dean Rosengren stated that if the second half of the curriculum review is as good as the first half it will be a real pleasure to review. Dean Myers thanked Roxie Morgan, his administrative assistant, for her excellent organizational skills.

MEMBERS’ TERMS

The fall 2004 membership was reviewed, and it was noted that Curtiss Brown will be representing the PE/Athletics Division instead of Ron Beverly.

REPORT FROM THE CHAIR

Chair Robin Arie-Donch welcomed the committee back to the fall semester, together with the new committee members.

Chair Robin Arie-Donch reported that she attended a workshop in the summer on the role of curriculum committee members. Carol Bennett of Santa Rosa Jr. College, formerly of Solano College, sent her best regards. Ms. Bennett talked about the role of members to be nurturing to the divisions to help them move courses through the committee, and also to be on top of what happens in committee and how to report back to the divisions. Chair Arie-Donch distributed to the committee a brochure on the Curriculum Process from the Curriculum Office. The second handout to the committee was a brochure on Curriculum Committee General Information, which is also provided by the Curriculum Office. This is good information that explains the process for developing a new course, timelines, whom to consult when developing courses, etc. Dean Myers added as information to those new on the committee that our curriculum process has been lauded throughout the state as being one of the best processes in the state; something we are very proud of at Solano College.

Chair Arie-Donch reported that beginning in 2005-06, major Science courses in fields of Biology, Chemistry and Physics are going to require Intermediate Algebra. The only course currently affected on our campus is BIOSC 1. The reason this course is affected is because last spring the Curriculum Committee removed the Chemistry 1 corequisite, which requires a student to have completed Intermediate Algebra. The Math/Science Division needs to determine if Chemistry needs to be put back into BIOSC 1 as a corequisite, or if there is going to be a prerequisite of Intermediate Algebra for this course. Brad Paschal who is working with the Math/Science Division indicated that it appears the Division is leaning towards Math 104 as a prerequisite because this course does not require Chemistry. A vote will be taken soon by the Math/Science Division. For clarification, Chair Arie-Donch advised that students entering the U.C.’s in fall 2005 are not affected by this requirement because they would have taken their classes in the 2004-05 academic year.

Math Forum Summary

Chair Arie-Donch distributed to the committee members a copy of the May 2004 Math Requirement Forum Summary. Robin reported that last May there was a campus-wide forum held to discuss the question of Title V Associate Degree requirements in English and Mathematics, i.e. the recommendation whether or not to change the requirement for the Associate Degree (statewide) to Intermediate Algebra or the equivalent. If voted in, Title V will change, and all Associate Degrees will need to have the higher Math as a requirement. Also distributed was a copy of the Web site page for information on the work of the 2003-04 Statewide Curriculum Committee to prepare a paper addressing the question of Title V Associate Degree requirements in English and Mathematics (Note: Solano College has ENG 1 as an Associate Degree requirement; therefore, it is not affected by the English discussion). Robin referred the new committee members to the Web site for background information.

<http://www.academic.rccd.cc.ca.us/~rmahon/curcom/curcom.html>

After statewide discussions, we now have three options being addressed:

1. Status Quo (Elementary Algebra)
2. Increase to Intermediate Algebra
3. Additional course above Elementary Algebra, not necessarily Intermediate Algebra--perhaps an applied Math course with an Elementary Algebra prerequisite or a quantitative reasoning course such as Computer Science.

The process now is for the Curriculum Committee members to discuss the Math requirement with their divisions and constituents and Academic Senate representatives and to read the pros and cons on the Web site. There will be a discussion in the Academic Senate September 20 and October 4. (The Academic Senate meets 2:30-5:00 p.m.) Everyone is welcome to attend these meetings. A final vote will be taken by the Academic Senate October 18. After this date, Academic Senate President Gail Kropp will attend an A/S Plenary Session which is where all the community colleges discuss this issue (as well as other issues) and will be voting the Solano College opinion. After the vote is taken, the statewide Academic Senate will prepare a recommendation to the Board of Governors who will make the final decision.

Dr. Hogue stated that while the Math Department's input is very important to this decision, the ultimate resolution affects every major on campus. Chair Arie-Donch reminded the committee that the proposed change to the Math requirement would not affect transfer majors. Those students use a different General Education plan and are already required to take Intermediate Algebra, plus a transfer Math course.

Chair Arie-Donch concluded her report by stating she will have information on the committee's role in accreditation at the next meeting.

REPORT FROM THE VICE PRESIDENT

Dr. Floyd Hogue thanked each committee member for agreeing to serve on the Curriculum Committee, which he states is the most important committee on campus with the most activity throughout the year.

Dr. Hogue would like the committee to consider presenting items in October or November for the spring semester and courses approved in spring to offer as early as fall and for sure the following spring. This is a value judgment by this committee as to how important it is to offer courses that are modified or created. If things pass this fall, Dr. Hogue feels it is important to be able to offer them at least by summer instead of the current two-year turnaround time. Donna clarified that spring – not fall – is the problem.

The transferability for SOCSC 31 has been denied by the U.C. system. The document required for changing the course number to SOCSC 51 in order to comply with the College's course numbering system was attached for the Committee's information. Dr. Hogue explained the SOCSC 31 course was denied U.C. transferability because when the request was submitted there were no examples given of where this course is taught in at least one college in the U.C. system.

Dr. Hogue concluded by stating he is looking forward to getting to know everyone on the committee.

OPEN DISCUSSION

Debbie Berrett thanked the Curriculum Committee for their work on the Fire Science courses. The program received accreditation from the State Fire Marshall. The program has moved to Vacaville and is currently putting programs together with the cities of Vacaville and Dixon. We expect to have one of the most premier fire technology programs in the country.

The question was raised if there will be an orientation session for the committee. Robin asked if the new members feel an orientation is needed that she would be willing to conduct one on an "as-needed" basis.

ADJOURNMENT

There being no further business to come before the Curriculum Committee, it was moved by Ann Willer and seconded by Bob Myers to adjourn the meeting at 2:35 p.m., to meet again Tuesday, September 28, 2004, 1:30 p.m., in the Board Room (626).

CCMinutes 09 14 04

Attachments: (7)

- Calendar for 2004-05 Academic Year
- Membership – Fall 2004
- Curriculum Process Brochure
- Curriculum Committee General Information Brochure
- Math Requirement Forum Summary – May 2004
- Major Work of the 2003-04 Curriculum Committee Addressing Title V Associate Degree Requirements in English and Mathematics
- Course Modification Proposal – SOCSC 31