

# Solano Community College

## Academic Senate CURRICULUM COMMITTEE

### **MINUTES**

Tuesday, February 14, 2006  
1:30 p.m., Board Room

The committee enjoyed homemade candies provided by Debbie and Mark Berrett. They were enjoyed by all.

#### **ROLL CALL**

Those present introduced themselves. Mark Berrett was identified as replacing Francis O'Donovan from the Career Technical Education Division and Alex Andaluz, Academic Student, replacing Megan Bradshaw.

Present: Erin Farmer, Chair; Alex Andaluz, Mark Berrett, Sabine Bolz, Glenn Burgess, Ginger Cain for Curtiss Brown; Quentin Carter, Laurel Jones, Carol Lilleberg, Bob Myers; Lillian Nelson, Brad Paschal, Kathy Rosengren, Judy Spencer; Donna Vessels, and Ann Willer

Excused: Curtiss Brown

Guests: Sal Alcalá, Dolores Curiel, Carlos Esteve, Catherine Fites-Chavis; Ted Harding, Michael Jacobs, and David Redfield

#### **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.*

#### **CONSENT ITEMS**

- a. (CP-06-01) THEA 11 – History of Theatre 2 – Added online and hybrid to the method of instruction and changed the textbooks.

It was moved by Quentin Carter and seconded by Bob Myers to approve the agenda as presented.

The motion carried unanimously.

#### **APPROVAL OF MINUTES**

It was moved by Ann Willer and seconded by Bob Myers to approve the minutes from the meetings held November 22 and December 13, 2005.

The motion carried unanimously.

#### **NEW COURSES**

- a. (CP-06-02) MATH 114 – Math for Health Occupations
  - a. Action on prerequisites/advisories: Prerequisites = MATH 102 or 108 with a grade of C or better. Advisory = SCC minimum English standard.
  - b. Action on course.

It was moved by Carol Lilleberg and seconded by Bob Myers to approve the new course as presented.

There was discussion on Section A of the proposal regarding the background and justification for adding this course to the curriculum. It was agreed to make the following change: This course will have a Math 102 prerequisite and serve as ~~AS graduation requirement for those students~~ **a GE Option A Associate Degree Math choice.**

There was further discussion regarding the textbook pending. The author indicated he is creating materials on his sabbatical leave that will be used as textbook resources upon completion. Titles will be added later and sent to the Curriculum Analyst.

The motion carried unanimously with the noted change.

It was moved by Carol Lilleberg and seconded by Brad Paschal to approve action on the course.

The motion carried unanimously.

**COURSE MODIFICATIONS** - None

**PROGRAM MAJOR MODIFICATION** - None

**VOTE – P.E. PROPOSAL TO CHANGE THE GE REQUIREMENTS**

Dean Bob Myers reported to the committee that DeAnza College just added a new Physical Education graduation requirement. He also stated that a number of CSU's have done so as well. The Physical Education and Athletics Department believe this change will benefit citizens and students as it relates to fitness information.

It was moved by Bob Myers and seconded by Ann Willer to approve the proposal for modification to the General Education Structure of the Solano College Graduation Requirements. The motion failed.

A roll call vote was as follows:

AYES – Ginger Cain, Bob Myers and Kathy Rosengren

NOES – Alex Andaluz, Mark Berrett, Sabine Bolz, Glenn Burgess, Quentin Carter, Carol Lilleberg, Lillian Nelson, Brad Paschal and Ann Willer

ABSENT - None

**REPORT FROM THE CHAIR**

The time has come for us to begin work on a process for evaluating and approving changes to the GE structure. Chair Farmer asked for two volunteers to work with two Senators on developing a process that would be satisfactory to both Curriculum and the Senate. Without representation from Curriculum, we do not have input into the process. Lillian Nelson (ASSC) volunteered. Chair Farmer asked for the committee to think about the commitment and call or e-mail her if interested. Chair Farmer indicated that April is the goal for looking at the proposed process.

During spring Flex Cal, the informal discussion group on curriculum did some brainstorming and developed some goals:

1. *Work to inform the campus community, as well as the Curriculum representatives, on procedures to course proposal and approval, with training sessions; update binders with model proposals that address step-by-step procedures; workshops on standards of review for U.C. and CSU transferable courses and career/professional courses.*
2. *Tackle problem of "D" as passing grade—especially in courses where there is a prerequisite to another course for which the grade of "D" performance would not indicate adequate minimum preparation.*
3. *Define the Curriculum Committee role in the SLOs process.*
4. *Define "pedagogical reasons" for class size limits in course proposals.*

As part of our on-going campus-wide discussion of the future direction of distance learning at Solano College, and our mandate from the accreditation team, the Academic Senate is sponsoring a talk by Pat James Hanz, Chair of the Technology Committee of the State Academic Senate on Thursday, February 23, 2006, at 2:00 p.m., believed to be in Classroom 308. Chair Farmer advised she will send a reminder to the committee.

**REPORT FROM THE VICE PRESIDENT**

Dr. Laurel Jones discussed with the committee what it is they need specifically from her as Vice President of Academic Affairs and if it is felt that her presence is required at every Curriculum Committee meeting, and offered to send a designee if the committee approved. Those who responded to Dr. Jones's inquiry indicated that: (1) the committee works best when the Vice President and Chair work hand-in-hand in a leadership capacity that benefits the whole community; (2) it is important for the Vice President to be present, who knows the new rulings and guidelines, and share in the future—the VP role is helpful and useful; (3) we need to know what is coming down the pike from the CSU's and Senate; and (4) melding is important since the articulation office is missing from the meetings.

Recorded by Judy Spencer

Dr. Jones indicated if part of the vision of the committee is a partnership between Chair and Vice President, she will make every effort to meet more often with the Chair.

The Program Discontinuance Task Force is meeting again February 16, 2006, and it appears that the group may be starting over again on the processes.

Based on the recent accreditation report findings, SLOs are one of the first things the College needs to begin working on. The College must develop institutional procedures for the identification of SLOs at the course, program, degree, and institutional level. It must also develop a timeline for the accomplishment of this process and expand this process to include assessment measures for each level. This must be a campus-wide endeavor. The SLOs Task Force has reconvened (first meeting of the semester was held January 31) and will meet again February 27, 2006. They will begin building a training process using the Bakersfield model. Faculty who have been given release time will work in the divisions as SLOs trainers.

Dr. Jones reported that she does not believe that SLOs should be part of a curriculum Section K, but that the institution needs to have them housed in curriculum. She stated she feels we need a database or digital storage for this information, and when we transition into ERP this may solve the problem of where.

Dr. Jones advised she will be attending the Spring 2006 Joint CSSO/CIO Conference scheduled March 15-17, 2006, in Riverside, California.

Dr. Jones reported that she is happy to see that Professor Pat James Hanz is coming to the College, and is hopeful that we can move forward in doing things differently and better than before. She is an excellent resource and encouraged everyone to attend this important workshop. Dr. Jones asked Chair Farmer if she would be willing to do a small showcase of the *curricunet* software, which could streamline our curriculum process significantly. If we are going to pursue using this software, it needs to be discussed more and budgeted for in the future.

### **OPEN DISCUSSION**

There was more discussion relative to putting SLOs in Section K's. Dr. Jones responded by saying that when you replace measurable objectives with SLOs, you are looking at a change in the articulation pattern. Measurable objectives are different. SLOs are an outcome. Dr. Jones stated that in her opinion they belong in the faculty syllabus. Dr. Jones reported that she expects to bring back current information on this topic from her CIO Conference. She will also speak with the representatives from the Chancellor's Office. Since SLOs are so new, it appears that the "housing" of SLOs are all over the place.

Mark Berrett advised the committee that he read a published report that indicated the 3<sup>rd</sup> top occupation (out of 20) will be post secondary instructions in the next ten years, expecting a need of 500,000 instructors.

Dr. Jones advised that ERP is coming and should be going to the Board sometime in March.

### **ADJOURNMENT**

There being no further business to come before the committee, it was moved by Bob Myers and seconded by Ann Willer to adjourn at 2:30 p.m., to meet again February 28, 2006. The motion carried unanimously.

<p><b>NOTE:</b> The meeting of February 28, 2006, has been cancelled due to lack of agenda items. The next meeting will be held March 14, 2006, 1:30 p.m., in the Board Room.</p>
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