

Solano Community College

Academic Senate CURRICULUM COMMITTEE

MINUTES

Tuesday, March 14, 2006

1:30 p.m., Board Room

ROLL CALL

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

Excused: Curtiss Brown and Kathy Rosengren

Guests: Karen Cook, Robert Johnson and Roy Pike

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 Ann Willer 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 of February 14, 2006, as presented.

The motion carried unanimously.

NEW COURSES

1. COURSE MODIFICATIONS

- a. (CP-06-03) DRAFT 46- Advanced CAD – Change the method of instruction to include online and hybrid and change the textbooks.

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

Discussion of the course content outline concluded that a more in-depth change will be made during the division curriculum review process in the fall.

The motion carried unanimously.

- b. (CP-06-04) FIRE 113-Wildland Firefighter Academy – Change the units, weekly hours, method of instruction, catalog description, performance objectives, methods of evaluation, reading/other assignments, content outline and textbooks.

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

There was agreement to change the first paragraph in 10. Student Performance Objects as follows: ~~The Student Learning Outcomes, as a result of~~ Successful completion of this course will certify that graduating students were able to perform the functions listed below at time of graduation from this academy.

The following changes were made in the course outline: **VII. D. 5.** Provide considerations when ~~falling~~ **falling** problem and fire weakened trees; **XII. L-180** Leadership-Human Factors on the Fireline **with all fire crews.**

The motion carried unanimously with the noted changes.

PROGRAM MAJOR MODIFICATION - (None)

REPORT FROM THE CHAIR

Chair Farmer reported that Leslie Rota will present a "How To" Workshop (a hands-on workshop to learn or review how to complete the Web based forms for presentation to the Curriculum Committee) at Flex Cal, March 16, 2006, from 2:30-3:30 p.m., in Building 500, Room 505.

The Academic Senate's position paper on Distance Education policy and procedure has been distributed. Many attended the presentation by Pat James Hanz on Distance Education at Solano College. From both, as well as from the Senate-sponsored forum on our own Distance Education program, it should be clear that there is a need to revise our practices regarding online and hybrid courses. Chair Farmer stated we are outside the norm in terms of demonstrating (in a form) how "effective instructor-student contact" will take place in each course that we adapt for online. Chair Farmer advised she will e-mail each committee member an excellent paper entitled "Guidelines for Good Practice: Effective Instructor-Student Contact in Distance Learning" from the State Academic Senate Curriculum Web site. She also distributed a sample form from Mount San Jacinto's curriculum course approval process to give some ideas of how we might think in terms of possible change.

On March 16, 2006, Congress (as a result of heavy lobbying from for profit educational institutions) added a few paragraphs to a budget bill removing restrictions on federal aid to students attending colleges who deliver more than half of their courses online. This will make private for profit colleges (Phoenix University and more) competitive. This makes our transfer mission especially important. As a result, we need to be sure our classes are well articulated.

REPORT FROM THE VICE PRESIDENT

The SLOs Task Force has met again and the draft for training is being completed along with the scheduled training dates, etc.

The task force has decided that initial data concerning student learning outcomes will be housed within the Intranet under each division and will be maintained by the area/division dean. When the data for the evaluation section is devised, the SLOs Task Force will determine which areas of the shared governance teams need to review. Keep in mind that the whole area of program review has been recommended to be changed via our accreditation report so we will be housing SLOs with the divisions while we develop our new program review/planning initiative.

Should the curriculum committee wish to see developed SLOs and assessments for information purposes, the divisions can include them in their normal curriculum review process as information.

Online course separate review process has come to the attention of faculty via the academic senate paper. It should be noted that the recommendation from the statewide academic senate representative was that we review our current course outline for an integrated approach while /or before we work on the DE addendum recommended by the statewide senate. The addendum used by many colleges is already available and can be used but not within the context of our current curriculum model for courses.

Assembly Bill 1943 is being taken to the legislature. This is a bill that would allow local level authority to approve stand alone courses. Currently stand alone courses must be approved by the chancellor's office denying local colleges the ability to create courses that meet immediate vocational and or career change advancement based on local approval. Stand alone courses are those that are not a part of established educational programs, but that meet local educational and workforce needs.

The college schedule/catalog is undergoing continued changes as a result of submissions by student services, counseling, ASSC and center coordinator representation. Please be advised that the summer 06 schedule, as well as the intercession 06 schedule, is available to students online for planning purposes.

Discussion about the extension of some of our current noncredit programs was held at FABPAC. One of our current noncredit course offerings is supervised tutoring. The joint instructional/student services team has recommended that we increase our tutoring budgets to support this noncredit program more fully and to help to defray the need for continued growth only in the credit sector.

FABPAC held a training session on non-credit courses and Dr. Jones is more than happy to share this information with the Curriculum Committee. Minutes from this meeting are also online.

The Fine and Applied Arts Division is working on academic and career linked pathways in new programs: graphic design and art. It is hoped that other divisions interested in the blended programs will contact the Vice President of Academic Affairs for support especially as it relates to program and curriculum development. Other areas of possible blending include: anthropology and criminal science (forensics) and environmental science and water treatment and management. Dr. Jones complimented the Fine and Applied Arts/Behavioral Sciences Division for their fine work.

The ACCJC substantive and change committee met and we have been approved for our distance learning online learning. Congratulations to faculty and college leadership on the acceptance of our substantive change report by the WASC subcommittee on distance learning. With our identified areas for improvement, and the continued work of the online committee and senate, Solano Community College can continue to offer online, hybrid and courses enhanced by technology in the classroom to a wide variety of students. Again, Solano Community College is a fine example of commitment to student access and success. The Committee acted to approve the programs as listed in the application.

OPEN DISCUSSION

There was no open discussion.

ADJOURNMENT

There being no further business to come before the committee, it was moved by Quentin Carter and seconded by Lillian Nelson to adjourn at 2:15 p.m., to meet again Tuesday, March 28, 2006, 1:30 p.m., in the Board Room.

CC Minutes 03 14 06:js

Attachments: (2)

- MSJC Distance Education Addendum
- Integrated Course Outline of Record