

# Solano Community College

## Academic Senate CURRICULUM COMMITTEE

### **Minutes**

Tuesday, September 26, 2006  
2:00 p.m., Board Room

#### **ROLL CALL**

Present: Erin Farmer, Chair; Mark Berrett, Sabine Bolz, \*Ignacio Burgos, Quentin Carter; Bob Johnson, \*Don Johnson, \*Carol Lilleberg, Maire Morinec; \*Brad Paschal, Kathy Rosengren, Scott Stover, and Ann Willer

Excused: Dr. Marjorie Carson and Donna Vessels

Guests: Jocelyn Algar, Dale Crandall-Bear, Marylou Fracisco; Bob Myers, John Nagle, Sarah Nordin, and John Urrutia

\*Arrived After Roll Call

#### **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 Quentin Carter and seconded by Carol Lilleberg to approve the agenda as presented. The motion carried unanimously.

#### **CONSENT ITEMS – (None)**

#### **APPROVAL OF MINUTES**

The minutes from the meeting held September 12, 2006, will be submitted for approval at a future meeting.

#### **NEW COURSES – (Attachments)**

##### a. (CP-06-21) PE 148B – Fit Ball Training

- 1) Action on advisories: SCC minimum English and math standards.
- 2) Action on course.

It was moved by Bob Johnson and seconded by Quentin Carter to approve the action on advisories as presented. The motion carried unanimously.

It was moved by Kathy Rosengren and seconded by Ann Willer to approve action on the course.

The motion carried unanimously.

#### **COURSE MODIFICATIONS**

##### a. (CP-06-19) CIS 80 – Advanced Database Management Systems–Change the course title.

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

The motion carried unanimously.

- b. (CP-06-20) PE 4.14 – Dance Production–Change the course length, total weekly hours, catalog description, performance objectives, other assignments, content outline, and textbooks.

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

After discussion, it was agreed to make the following change:

12. Student Assignments (Homework): c. Other - 1. – ~~Exposure~~ **Attendance** to one or more professional dance productions.

The motion carried unanimously as amended.

### **PROGRAM MAJOR MODIFICATIONS**

a. (CP-06-18) Business—Insurance: Property & Casualty – Add a new Job Direct Certificate.

- Insurance Specialist (11 Units)

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

The motion carried unanimously.

### **REPORT FROM THE CHAIR**

The Chair asked the committee members to check with their constituencies to be sure they received the guidelines for distance education (new approval policies and process). After brief discussion, Chair Farmer indicated she would send another e-mail to each committee member with the addendum forms that will be used for course approvals of Distance Education courses. The guidelines that were sent previously explain how these forms should be used and what the committee should be looking for when evaluating the course proposals. This information will also be placed on the Solano College Web site.

- Online teaching presentation - Marylou Fracisco \* Dale Crandall-Bear

Invited guests gave demonstrations to the committee on how certain methodologies are adapted for online presentation. Marylou Fracisco presented on behalf of a career technical course and Dale Crandall-Bear presented on behalf of an academic course. Comparisons were made on some of the differences in face-to-face versus online, e.g., time constraints for formal discussions in face-to-face classes.

Ann Willer shared with the committee the document sharing feature of eCollege that she uses in the classroom, creating Web interactivity with flash 8033, which shows how students can look at each others work, e.g. drawings, PowerPoint presentations, etc., which in turn gives students the opportunity to critique each other's work. The more they see, the more they learn.

Sarah Nordin, Online Coordinator, demonstrated tutorials. She advised that she created shells for all the committee members enabling the members to take the student tutorials. Access to this information is via the Web at [www.SOLANOnline.org](http://www.SOLANOnline.org). Sarah explained the multiple uses of this site, such as holding committee meetings, posting minutes, threaded discussions of committee members, etc.

Maire Morinec, an online instructor, shared with the committee her course home page.

### **REPORT FROM THE VICE PRESIDENT**

Interim Vice President Marjorie Carson was excused from the meeting. No report was given.

### **OPEN DISCUSSION**

Chair Farmer asked the members to report on the status of SLOs in their divisions.

### **ADJOURNMENT**

There being no further business to come before the committee, it was moved by Kathy Rosengren and seconded by Ann Willer to adjourn at 3:19 p.m., to meet again on Tuesday, October 10, 2006, 2:00 p.m., in the Board Room.

NOTE: The transferability for PE 1.5 & THEA 22 has been denied by the UC system. The documents required for changing the course numbers to PE 91 & THEA 62 in order to comply with the College's course numbering system are attached for the Committee's information.

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Attachments: 3

- Guidelines for Curriculum Committee Separate Approval of Distance Education Course at Solano College, dated September 12, 2006
- SCC Regular Effective Contact Policy
- Documentation of Instructor Contact