

Academic Senate
CURRICULUM COMMITTEE

UNADOPTED MINUTES

Tuesday, November 27, 2007
1:30 p.m., Board Room

ROLL CALL

Present: Debbie Berrett; Christine Ducoing; Erin Farmer, Chair; Marianne Flatland; Ruth Fuller; Erique Gigante; Bob Johnson; Laura Maghoney; Maire Morinec; Marc Pandone; Esther Pryor; Kathy Rosengren; Leslie Rota; Susan Sedillo; and Donna Vessels.

Guests: Philip Andreini; Erin Duane; and Harjot Sandhu.

Excused: Robin Arie-Donch; Frank Arreola; Jenn Branaman; Karen Cook; and Janene Whitesell.

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 – (none)

It was moved by Christine Ducoing and seconded by Maire Morinec to approve the agenda as presented. The motion carried unanimously.

APPROVAL OF MINUTES

The minutes from 11/13/2007 will appear on a future agenda for approval.

NEW COURSES

a. (CP-07-229) AUTOT 70 – Automotive Fundamentals

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

It was moved by Leslie Rota and seconded by Christine Ducoing to approve the advisories as presented. The motion carried unanimously.

- 2) Action on course.

It was moved by Christine Ducoing and seconded by Leslie Rota to approve the course as presented. The motion carried unanimously.

b. (CP-07-225) NURSE 148N – NCLEX-RN Exam Preparation Course

- 1) Action on prerequisites/advisories: Prerequisite = Dean authorization to enroll. Advisories = SCC minimum English and math standards.

It was moved by Christine Ducoing and seconded by Maire Morinec to approve action on prerequisites/advisories. The motion carried unanimously.

- 2) Action on online forms: Online and hybrid.

It was moved by Maire Morinec and seconded by Marianne Flatland to approve action on online forms: Online and hybrid. There was discussion regarding proof of contact with the student; phone logs will be appropriate.

The committee discussed the form used for Documentation of Instructor Contact; the Distance Education Committee will be revising the form at a later date. The motion carried unanimously.

3) Action on course.

It was moved by Maire Morinec and seconded by Christine Ducoing to approve action on the course. It was decided to add a critical thinking statement under the content outline. The motion carried unanimously.

c. (CP-07-230) NUTRI 53 – Child Health, Safety, and Nutrition

1) Action on advisories: HU DV 38 and ECE 62; SCC minimum English and math standards.

It was moved by Christine Ducoing and seconded by Leslie Rota to approve action on advisories: HU DV 38 and ECE 62. The motion carried unanimously.

2) Action on online forms: Online.

It was moved by Leslie Rota and seconded by Bob Johnson to approve action on online forms: Online. A discussion about an online library workshop took place; no changes recommended. The motion carried unanimously.

3) Action on course.

It was moved by Maire Morinec and seconded by Marianne Flatland to approve action on the course. The motion carried unanimously.

d. (CP-07-228) THEA 107 – Actor Training for Youth

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

It was moved by Marc Pandone and seconded by Bob Johnson to approve action on advisories. The motion carried unanimously.

2) Action on course.

It was moved by Marc Pandone and seconded by Bob Johnson to approve action on the course. It was decided to add a critical thinking statement under the content outline. The motion carried unanimously.

HEALTH OCCUPATIONS DIVISION CURRICULUM REVIEW

Online Forms

- a. (CP-07-215) NURSE 50A – Online
- b. (CP-07-216) NURSE 50B – Online
- c. (CP-07-217) NURSE 52 – Online
- d. (CP-07-218) NURSE 54 – Online
- e. (CP-07-219) NURSE 55 – Online
- f. (CP-07-220) NURSE 60 – Online
- g. (CP-07-221) NURSE 61 – Online
- h. (CP-07-222) NURSE 63 – Online
- i. (CP-07-223) NURSE 64 – Online
- j. (CP-07-224) NURSE 65 – Online
- k. (CP-07-214) NURSE 111 – Online
- l. (CP-07-226) NURSE 159 – Online
- m. (CP-07-227) NURSE219 – Online

It was moved by Maire Morinec and seconded by Marianne Flatland to approve the online forms (a through m). The committee discussed the online forms and whether or not face-to-face time is being replaced with online instruction. It was moved by Maire Morinec and seconded by Marianne Flatland to amend the motion. The newly amended motion is to approve the online forms, (CP-07-217) NURSE 52 and (CP-07-214) NURSE 111. The motion carried unanimously.

HEALTH OCCUPATIONS DIVISION CURRICULUM REVIEW – (continued)

The following forms are pulled from the agenda:

- (CP-07-215) NURSE 50A
- (CP-07-216) NURSE 50B
- (CP-07-218) NURSE 54
- (CP-07-219) NURSE 55
- (CP-07-220) NURSE 60
- (CP-07-221) NURSE 61
- (CP-07-222) NURSE 63
- (CP-07-223) NURSE 64
- (CP-07-224) NURSE 65
- (CP-07-226) NURSE 159
- (CP-07-227) NURSE219

The committee agreed that the courses pulled should have the “Online” removed from the method of instruction; then place the following statement in the course description of the catalog, “Some online work may be required.” Donna Vessels agreed to make the change in the course descriptions.

HUMANITIES DIVISION CURRICULUM REVIEW (FINAL)

Program Major Modifications

- a. (CP-07- 246) History – Removed one course from the elective categories. No change to total unit value.

It was moved by Bob Johnson and seconded by Marianne Flatland to remove one course from the elective category. The motion carried unanimously.

Course Modifications

- n. (CP-07-234) GERMN 1 – First Semester German – Change performance objectives, writing assignments, content outline and textbooks.
- o. (CP-07-235) GERMN 2 – Second Semester German – Change performance objectives, other assignments, content outline and textbooks.
 - 1) Action on revalidation: Prerequisite = GERMN 1 or GERMN 31 and 32 or two years of high school German or the equivalent.
 - 2) Action on course.
- p. (CP-07-236) GERMN 3 – Third Semester German – Change catalog description, performance objectives, other assignments, content outline and textbooks.
 - 1) Action on revalidation: Prerequisite = GERMN 2, GERMN 34 or three years of high school German.
 - 2) Action on course.
- q. (CP-07-237) GERMN 4 – Fourth Semester German – Change catalog description, performance objectives, other assignments, content outline and textbooks.
 - 1) Action on revalidation: Prerequisite = GERMN 3 or four years of high school German.
 - 2) Action on course.
- r. (CP-07-238) GERMN 11 – Conversational German – Change performance objectives, methods of evaluation, content outline and textbooks.
 - 1) Action on revalidation: Prerequisite = GERMN 2 or GERMN 34 with a grade of “C” or better.
 - 2) Action on course.
- s. (CP-07-239) GERMN 12 – Intermediate German Conversation – Change performance objectives, methods of evaluation, writing assignments, content outline and textbooks.
 - 1) Action on revalidation: Prerequisite = GERMN 11.
 - 2) Action on course.
- t. (CP-07-240) GERMN 31 – First Semester German, Part 1 – Change performance objectives, other assignments, content outline and textbooks.
- u. (CP-07-241) GERMN 32 – First Semester German, Part 2 – Change prerequisites, performance objectives, other assignments and textbooks.
 - 1) Action on revalidation: Prerequisite = GERMN 31 or one year of high school German.
 - 2) Action on course.

HUMANITIES DIVISION CURRICULUM REVIEW (FINAL) – (continued)

- v. (CP-07-242) GERMN 33 – Second Semester German, Part 1 – Change performance objectives, other assignments, content outline and textbooks.
 - 1) Action on revalidation: Prerequisite = GERMN 1 or GERMN 32 .
 - 2) Action on course.
- w. (CP-07-243) GERMN 34 – Second Semester German, Part 2 – Change performance objectives, other assignments, content outline and textbooks.
 - 1) Action on revalidation: Prerequisite = GERMN 33.
 - 2) Action on course.

It was moved by Christine Ducoing and seconded by Leslie Rota to approve the action on revalidation on the following courses:

- CP-07-234) GERMN 1 – First Semester German
- (CP-07-235) GERMN 2 – Second Semester German
- (CP-07-236) GERMN 3 – Third Semester German
- (CP-07-237) GERMN 4 – Fourth Semester German
- (CP-07-238) GERMN 11 – Conversational German
- (CP-07-239) GERMN 12 – Intermediate German Conversation
- (CP-07-240) GERMN 31 – First Semester German, Part 1
- (CP-07-241) GERMN 32 – First Semester German, Part 2
- (CP-07-242) GERMN 33 – Second Semester German, Part 1
- (CP-07-243) GERMN 34 – Second Semester German, Part

The motion carried unanimously.

It was moved by Mark Pandone and seconded by Maire Morinec to approve the action on the following courses:

- CP-07-234) GERMN 1 – First Semester German
- (CP-07-235) GERMN 2 – Second Semester German
- (CP-07-236) GERMN 3 – Third Semester German
- (CP-07-237) GERMN 4 – Fourth Semester German
- (CP-07-238) GERMN 11 – Conversational German
- (CP-07-239) GERMN 12 – Intermediate German Conversation
- (CP-07-240) GERMN 31 – First Semester German, Part 1
- (CP-07-241) GERMN 32 – First Semester German, Part 2
- (CP-07-242) GERMN 33 – Second Semester German, Part 1
- (CP-07-243) GERMN 34 – Second Semester German, Part

The motion carried unanimously.

- x. (CP--07-247) HIST 2 – World History to 1750 – Change textbooks and CSU GE/IGETC areas.
 - 1) Action on online forms: Online.
 - 2) Action on course.
- y. (CP--07-249) HIST 3 – Modern History – Change textbooks and CSU GE/IGETC areas.
 - 1) Action on online forms: Online.
 - 2) Action on course.
- z. (CP-07-251) HIST 4 –History of Western Civilization to 1500 – Change textbooks and CSU GE/IGETC areas.
 - 1) Action on online forms: Online.
 - 2) Action on course.
- aa. (CP-07-253) HIST 5 – History of Western Civilization from 1500 – Change textbooks and CSU GE/IGETC areas.
 - 1) Action on online forms: Online.
 - 2) Action on course.

It was moved by Marianne Flatland and seconded by Leslie Rota to approve action on the following courses:

- (CP--07-247) HIST 2 – World History to 1750
- (CP--07-249) HIST 3 – Modern History
- (CP-07-251) HIST 4 –History of Western Civilization to 1500
- (CP-07-253) HIST 5 – History of Western Civilization from 1500

The motion carried unanimously.

HUMANITIES DIVISION CURRICULUM REVIEW (FINAL) – (continued)

It was moved by Christine Ducoing and seconded by Marianne Flatland to approve action on online forms: Online, for the following courses:

- (CP--07-247) HIST 2 – World History to 1750
- (CP--07-249) HIST 3 – Modern History
- (CP-07-251) HIST 4 –History of Western Civilization to 1500
- (CP-07-253) HIST 5 – History of Western Civilization from 1500

The committee agreed that the title on all documentation for each course must match. Donna Vessels will make corrections to ensure that the titles match. The motion carried unanimously.

- bb. (CP-07-255) HIST 10 – California History – Change catalog description, performance objectives, methods of evaluation, reading/other assignments, content outline, textbooks, cross cultural studies requirement and CSU GE/IGETC areas.

It was moved by Christine Ducoing and seconded by Marianne Flatland to approve changes as stated. The members requested that the articulation officer submit the course for articulation with Sacramento State University as well as Berkeley University. The motion carried unanimously.

- cc. (CP-07-256) HIST 17 –History of the United States to 1865 – Change textbooks and CSU GE/IGETC areas.

- 1) Action on online forms: Online.
- 2) Action on course.

- dd. (CP-07-258) HIST 18 –History of the United States from 1865 – Change textbooks and CSU GE/IGETC areas.

- 1) Action on online forms: Online & hybrid.
- 2) Action on course.

It was moved by Mark Pandone and seconded by Christine Ducoing to approve action on the courses. The motion carried unanimously.

It was moved by Marianne Flatland and seconded by Maire Morinec to approve the action on online forms: Online and hybrid. The motion carried unanimously.

- ee. (CP-07-260) HIST 28 – African American History to 1877 – Change textbooks and CSU GE/IGETC areas.

- ff. (CP-07-261) HIST 29 – African American History Since 1865 – Change textbooks and CSU GE/IGETC areas.

- gg. (CP-07-262) HIST 30 – History of Mexico – Change textbooks and CSU GE/IGETC areas.

- hh. (CP-07-263) HIST 31 – Mexican American/Chicano History – Change textbooks and CSU GE/IGETC areas.

- ii. (CP-07-264) HIST 32 – History of the Philippines – Change textbooks and CSU GE/IGETC areas.

- jj. (CP-07-265) HIST 37 – Women in American History – Change content outline, textbooks and CSU GE/IGETC areas.

It was moved by Maire Morinec and seconded by Marianne Flatland to approve the changes to the following courses:

- (CP-07-260) HIST 28 – African American History to 1877
- (CP-07-261) HIST 29 – African American History Since 1865
- (CP-07-262) HIST 30 – History of Mexico
- (CP-07-263) HIST 31 – Mexican American/Chicano History
- (CP-07-264) HIST 32 – History of the Philippines
- (CP-07-265) HIST 37 – Women in American History

The members requested that the articulation officer submit, HIST 37 – Women in American History, for articulation with Sacramento State University as well as Berkeley University. The motion carried unanimously.

- kk. (CP-07-232) HUMN 1 – What It Means To Be Human – Change catalog description, performance objectives, methods of evaluation, content outline and textbooks.

- 1) Action on revalidation: Prerequisite = ENGL 1.
- 2) Action on course.

It was moved by Leslie Rota and seconded by Christine Ducoing to approve the revalidation on the course.
HUMANITIES DIVISION CURRICULUM REVIEW (FINAL) – (continued)

It was moved by Ruth Fuller and seconded by Maire Morinec to approve the action on the course. The motion carried unanimously.

Curriculum Review Verification Forms – (no attachments)

- a. (CP-07-233) Foreign Language/German Curriculum Review Verification Form
- b. (CP-07-245) History Curriculum Review Verification Form
- c. (CP-07-231) Humanities Curriculum Review Verification Form

It was moved by Maire Morinec and seconded by Marc Pandone to approve the Curriculum Review Verification Forms for the following courses:

- (CP-07-233) Foreign Language/German Curriculum Review Verification Form
- (CP-07-245) History Curriculum Review Verification Form
- (CP-07-231) Humanities Curriculum Review Verification Form

The motion carried unanimously.

Course Deletions – (no attachments)

- d. (CP-07-248) HIST 2H – Honors World History to 1750
- e. (CP-07-250) HIST 3H – Honors Modern World History
- f. (CP-07-252) HIST 4H – Honors History of Western Civilization to 1500
- g. (CP-07-254) HIST 5H – Honors History of Western Civilization Since 1500
- h. (CP-07-257) HIST 17H – Honors History of the United States to 1865
- i. (CP-07-259) HIST 25 – Introduction to Native American Studies
- j. (CP-07-266) HIST 48A – Understanding Islam and the Middle East

It was moved by Leslie Rota and seconded by Bob Johnson to approve the course deletions for the following courses:

- CP-07-248) HIST 2H – Honors World History to 1750
- (CP-07-250) HIST 3H – Honors Modern World History
- (CP-07-252) HIST 4H – Honors History of Western Civilization to 1500
- (CP-07-254) HIST 5H – Honors History of Western Civilization Since 1500
- (CP-07-257) HIST 17H – Honors History of the United States to 1865
- (CP-07-259) HIST 25 – Introduction to Native American Studies
- (CP-07-266) HIST 48A – Understanding Islam and the Middle East

The motion carried unanimously.

Revalidation of Prerequisites and/or Co requisites Only – (no changes—no attachments)

- k. (CP-07-244) GERMN 49 – German Honors – Revalidate prerequisite of: Must have completed 24 units of college credit with a minimum GPA of 3.3, a minimum of 5 units in German with a grade of "B" or better, an ability to work independently, and permission of the Dean based on instructor availability.
- l. (CP-07-267) HIST 49 – History Honors – Revalidate prerequisite of: Must have completed 24 units of college credit with a minimum GPA of 3.3, a minimum of 6 units in the discipline with a grade of "B" or better; ability to work independently and permission of the Division Dean based on instructor availability.

It was moved by Maire Morinec and seconded by Christine Ducoing to approve the revalidation of the prerequisites for the following courses:

- (CP-07-244) GERMN 49 – German Honors
- (CP-07-267) HIST 49 – History Honors

The motion carried unanimously.

REPORT FROM THE CHAIR

Chair Farmer thanked Interim Vice President Rosengren for her time on the Curriculum Committee. Chair Farmer announced that she will be presenting at Flex Cal, as part of the Academic Senate's emphasis on "Academic Integrity; The Faculty Side," the following:

- Curriculum Integrity
- Section Ks – What to put in them and what information you should be looking for, as well as review using Section Ks for curriculum course proposals, etc.

The first meeting of the spring semester is February 12, 2008, and the agenda deadline for that meeting is Monday, January 28, 2007. Chair Farmer asked that the members remind their Divisions of these dates.

Chair Farmer thanked the members for a great semester.

A list of scheduled Division curriculum reviews will be distributed by Donna Vessels.

REPORT FROM THE VICE PRESIDENT - None

REPORT FROM THE ARTICULATION OFFICER - None

OPEN DISCUSSION

The Committee discussed Web CMS and CurricUNET and forms needed. The committee agreed that the need to purchase CurricUNET should be put forward (on a priority form) from the Curriculum Committee, as well as being put forward from the Academic Senate and the Division Deans, as an emergency item that needs to be purchased by June 2008. Item will be placed on the Curriculum Committee Meeting Agenda for February 12, 2008, as a proposal to be approved for action as an emergency.

Chair Farmer will try to bring back Steven Thyburg at the beginning of the semester for another demonstration. The Superintendent/President will be invited to attend this presentation.

Interim Vice President Rosengren has forwarded the CurricUNET packet to Superintendent/President Fisher for review.

ADJOURNMENT

There being no further business to come before the committee, it was moved by Leslie Rota and seconded by Christine Ducoing to adjourn the meeting at 3:12 p.m., to meet again Tuesday, February 12, 2008, 1:30 p.m., in the Board Room.