

Solano Community College

Academic Senate
CURRICULUM COMMITTEE

UNADOPTED MINUTES

Tuesday, May 13, 2008
1:30 p.m., Board Room

ROLL CALL

Present: Robin Arie-Donch; Matt Borchert; Karen Cook; Christine Ducoing; Erin Duane; Erin Farmer, Chair; Marianne Flatland; Bob Johnson; Laura Maghoney; Marc Pandone; Leslie Rota; Dr. Robin Steinback; and Donna Vessels.

Guests: Scott Mazak; Roy Pike; Tracy Schneider, and Pei-Lin Van't Hul.

Excused: Erique Gigante; Maire Morinec; Janene Whitesell; and Wesley Wood.

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

It was moved by Leslie Rota and seconded by Laura Maghoney to amend the agenda making the number one item, "A Commemoration of Donna Vessels Service". The motion carried unanimously.

COMMEMORATION OF DONNA VESSELS' SERVICE

Chair Farmer, on behalf of the committee, thanked Donna Vessels for all the years of service in the Curriculum Office; a total of eighteen years, the last five of which were spent as the Curriculum Analyst. Chair Farmer also thanked Donna for all her support and training as she began the role of Curriculum Chair and stated that it was a great pleasure to work with Donna.

Robin Arie-Donch thanked Donna Vessels as well, and stated her appreciation for Donna's good work.

Donna Vessels thanked the committee for their recognition.

APPROVAL OF MINUTES

It was moved by Marc Pandone and seconded by Erin Duane to approve the Minutes from April 8, 2008. The motion carried unanimously.

It was moved by Marc Pandone and seconded by Matt Borchert to approve the Minutes from April 22, 2008. The motion carried unanimously.

NEW COURSES

- a. (CP-08-07 RESUBMITTED) ESL 100 – Health Professionals: Exploring Career Goals in Health Care
 - 1) Action on prerequisites/advisories: Prerequisites = Eligibility for placement in ESL 077, 078, and 079; advisories = SCC minimum English and math standards.

It was moved by Leslie Rota and seconded by Marianne Flatland to approve the action on prerequisites/advisories. The motion carried unanimously.

- 2) Action on course.

It was moved by Bob Johnson and seconded by Christine Ducoing to approve the action on the course. The motion carried unanimously.

COURSE MODIFICATIONS

- a. (CP-08-17) CINMA 10 – The Art of Cinema – Change method of instruction, methods of evaluation, writing assignments, other assignments and textbooks.

The committee will be considering action on the course prior to any action on the course adaptation.

- 1) Action on course.

It was moved by Leslie Rota and seconded by Marc Pandone to approve action on course. The motion carried unanimously.

- 2) Action on online forms.

Leslie Rota thanked Scott Mazak for his work on putting together the online adaptation for this course.

It was moved by Leslie Rota and seconded by Karen Cook to approve the action on online forms. The motion carried unanimously.

- b. (CP-08-13) CIS 61 – Creating Web Pages – Change content outline and textbooks.
- c. (CP-08-14) CIS 78 – Database Management Systems – Change Title and Textbooks.

It was moved by Bob Johnson and seconded by Erin Duane to approve the action on Course Modifications CIS 61 - Creating Web Pages, and CIS 78 - Database Management Systems. The motion carried unanimously.

- d. (CP-08-11 RESUBMITTED) ESL 77 – Conversation/Pronunciation Skills – Change corequisite and content outline.
 - 1) Action on corequisite: Concurrent enrollment in 0.5 unit of ESL 330.

It was moved by Marianne Flatland and seconded by Christine Ducoing to approve the action on corequisite. The motion carried unanimously.

- 2) Action on course.

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

- e. (CP-08-15) FIRE 135 – Fire Prevention IB – Change prerequisite, course advisories and catalog description.
 - 1) Action on prerequisites: Prerequisite can be met in one of two ways: Option #1-Completion of all State Fire Marshal approved Fire Technology Core Courses (FIRE 050, 051, 053, 054, 055, 056) with a grade of “C” or better: or Option #2: State Fire Marshal Certification as a Firefighter I and II.

It was moved by Bob Johnson and seconded by Karen Cook to approve the action on prerequisites. The motion carried unanimously.

- 2) Action on course.

It was moved by Bob Johnson and seconded by Karen Cook to approve action on the course. The motion carried unanimously.

- f. (CP-08-16) PHYSC 12 – Introduction to Principles of Physical Science – Change method of instruction and textbooks.
 - 1) Action on online/hybrid forms.

It was moved by Christine Ducoing and seconded by Karen Cook to approve the action on online/hybrid forms.

The PHYSC course label should be changed to the new Banner label of PHSC.

Erin Farmer shared that the online adaptation form is a little ambiguous because the sample assignment didn't seem like it was a uniquely online adaptation. Because this course is changing from online to online/hybrid, the sample assignment will be satisfactory.

The motion carried unanimously.

2) Action on course.

The Committee did not take action on course; it was determined unnecessary.

LIBERAL ARTS DEGREE

Marianne Flatland shared with the members that many hours have been spent comparing with other colleges, looking at transferable requirements on the ASSIST Web site for different majors, looking at not only course outlines, but also section K's in cases where it wasn't clear by the catalog, to see if the course really should be listed in the specific emphasis.

It was moved by Leslie Rota and seconded by Marc Pandone to approve the Associate in Arts in Interdisciplinary Studies with Emphasis Degree.

The committee agreed to the following changes.

Arts and Humanities area of emphasis:

- Move ART 006, 007, and 008 from ART to ART Studio.
- Remove ART 005, 015, 018, 022, 024, 025, 027, 028, and 033 from ART Studio.
- Remove duplicated MUSC 020 from MUSC Studio.
- Remove MUSC 029, 030, 036A, 036B, and 047 from MUSC Studio

Science and Quantitative Reasoning area of emphasis:

- Move ENGR 017, 030, and 045 from Quantitative Reasoning to Science.
- Add NUTR 10 to Science
- Add HORT 050 to Science

Wellness and Self Development:

- List all Physical Education classes.
- List all Athletics classes.

The motion carried unanimously.

It was moved by Leslie Rota and seconded by Marc Pandone to approve the Associate in Arts University Studies with Emphasis Degree.

The committee agreed to the following changes.

Arts and Humanities area of emphasis:

- Add the following bolded statement; "Maximum three units of credit for studio/performance courses".
- Move ART 006, 007, and 008 from ART to ART Studio.

Science and Quantitative Reasoning

- Move DRAFT 56 from Science to Quantitative Reasoning.
- Alphabetize listing under Quantitative Reasoning.

The motion carried unanimously.

Leslie Rota and the committee expressed their gratitude to Robin Arie-Donch, Marianne Flatland, and Barbara Pavão, for their work on the degrees.

COMMITTEE CHAIR/REPS FOR 2008-09

The following representatives will continue; Bob Johnson as one of the Division Dean representatives, and Christine Ducoing as the Math/Science Division representative; the Physical Education Division will continue to rotate representatives per semester.

Chair Farmer opened the floor for nominations for committee chair.

Leslie Rota moved to nominate Erin Farmer to continue as Committee Chair for the Curriculum Committee. The motion was seconded by Marianne Flatland. There were no other nominations from the committee. Erin Farmer accepted the nomination. The motion carried unanimously.

REPORT FROM THE CHAIR

Chair Farmer thanked the committee members for all their work during the 2008 spring semester.

Chair Farmer informed the members that there is a proposal from the SLO trainers and the SLO committee to have the SLOs become an addendum to the section K's; just like the online adaptation form. Need to find out where the SLOs are being housed and to show, for accreditation reporting, the process of the SLOs and how they are being incorporated into the institution as a whole. However, the SLO committee wants to keep their autonomous approval of SLOs, independent of curriculum. The committee does not want to have to bring their SLOs to the Curriculum Committee, unless it is a similar process that the Curriculum Committee has with the Academic Senate; the SLO Committee approves and then gives a report/recommends to the Curriculum Committee as a consent item.

Bob Johnson asked if the SLOs will be required before a course outline comes to the Curriculum Committee. The Committee members felt that that should be required, but once approved by the Curriculum Committee; the SLO changes should not have to come for approval. However, the members felt that the SLOs should be reviewed when conducting curriculum review of Divisions. Chair Farmer shared that the SLO Committee will compose a policy review statement, that the Curriculum Committee will review, that will give the Curriculum Committee guidelines for the SLO approval process. The Committee will discuss the issue during the 2008 fall semester.

REPORT FROM THE VICE PRESIDENT – None

REPORT FROM THE ARTICULATION OFFICER

Robin Arie-Donch requested that when submitting courses for articulation, please give lead time to process the paperwork.

Submissions for General Education Articulation will occur in December 2008. Robin shared that text books need to be updated, no more than five years old, for almost all articulated courses, so if requesting an articulation agreement for courses, please make sure that course information is updated and to take note that course changes/modifications have to go through the Curriculum Committee for approval, and asked the committee members to share this information with the Divisions.

OPEN DISCUSSION

Christine Ducoing thanked Chair Farmer for securing CurricUNET as the new curriculum computer interface system. Chair Farmer shared that the new system will require more responsibility of the faculty. The committee members stated that they would like to make sure that meetings continue to occur in a face-to-face setting. The committee will discuss this issue during the 2008 fall semester.

Erin Duane shared with the Committee that she is a member of the Flex Cal Committee and she will find out if there are any open times for the Curriculum Committee to have training. Erin will pass on information to Chair Farmer after the Flex Cal Committee meets.

Chair Farmer informed the Committee that there is still one space left for the Curriculum Institute. Chair Farmer asked who is committed to attend; Erin Duane and Robin Arie-Donch stated their commitment. Chair Farmer will speak with Vice President Steinback and then share the decision of who will be attending the Curriculum Institute.

ADJOURNMENT

There being no further business to come before the committee, it was moved by Marc Pandone and seconded by Erin Duane to adjourn at 3:12 p.m., to meet again in the 2008 fall semester.

CCMinutes 5/13/08:km