

# Solano Community College

## Academic Senate CURRICULUM COMMITTEE

### **MINUTES**

Tuesday, October 23, 2007  
1:30 p.m., Board Room

#### **ROLL CALL**

Present: Erin Farmer, Chair; Robin Arie-Donch, Jenn Branaman\*, Quentin Carter, Karen Cook; Christine Ducoing, Marianne Flatland, Bob Johnson, Laura Maghoney; Maire Morinec\*, Marc Pandone, Kathy Rosengren, Leslie Rota\*; Judy Spencer, and Donna Vessels

Excused: Erique Gigante and Esther Pryor

Guests: Philip Andreini, Max Hartman, Bob Myers, Greg Poff, and Susan Sedillo

\*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.*

#### **CONSENT ITEMS – (none)**

Added to the agenda was a report from the Articulation Officer.

Chair Farmer stated that due to miscommunication and how they are going to be treated, the online addendum forms were not included with this packet. Because our mandate is to review the online modifications as a committee, we need to see the attachments. The following items were removed from the agenda and will appear on the next meeting agenda.

- aa. (CP-07-103) ENGL 1– College Composition
- bb. (CP-07-91) POLSC 1– Introduction to American Government and Politics

It was moved by Christine Ducoing and seconded by Quentin Carter to approve the agenda as amended. The motion carried unanimously.

#### **APPROVAL OF MINUTES**

It was moved by Marc Pandone and seconded by Marianne Flatland to approve the minutes from October 9, 2007, as presented.

The motion carried unanimously.

*As reported in the October 9, 2007 minutes, the following committee members need to be added to the Curriculum Committee distribution list: Marc Pandone and Maire Morinec. Christine Ducoing and Marianne Flatland need to be added as well. This adjustment will be made accordingly.*

#### **NEW COURSES**

- a. (CP-07-40) PE 98B – Introduction to Sports Psychology
  - 1) Action on advisories: SCC minimum English and math standards.
  - 2) Action on course.

It was moved by Marianne Flatland and seconded by Quentin Carter to approve action on the advisories as presented.

The motion carried unanimously.

It was moved by Marianne Flatland and seconded by Quentin Carter to approve action on the course.

The following changes were to:

General Course Information – 4. This course is: Assoc Degree Applic. – Transfer to ~~U.C.~~/CSU/Private

9a. Catalog Description. Introduction ~~of~~ **to** psychological concepts, strategies and skills designed to help individuals overcome the barriers to optimal **athletic** performance.

10. Student Performance Objectives:

3. Acquire skills and knowledge about sport psychology which can prepare ~~you or your~~ athletes for peak performance.

4. ~~To be able to~~ Read and comprehend professional journals.

11. Methods of Evaluating Student Achievement: d. Class participation ~~and attendance.~~

12. Student Assignments (Homework): c. Other – 1. Goal setting project on any aspect of the student's life (does not need to be sport related).

In the interest of time, it was agreed editorial revisions would be handed over to Donna Vessels after the meeting for correction.

The motion carried with the noted changes.

b. (CP-07-85) SPEECH 98A – Sports Broadcasting

1) Action on prerequisites/advisories: Prerequisites = SPEECH 1; Advisories = SCC minimum math standard and eligibility for ENGL 1.

2) Action on course.

It was moved by Leslie Rota and seconded by Christine Ducoing to approve action on the prerequisites/advisories as presented.

The motion carried unanimously.

It was moved by Leslie Rota and seconded by Marianne Flatland to approve action on the course.

It was noted, though not changed on the Section K, that the textbooks have been updated.

The following change was made:

11. Methods of Evaluating Student Achievement: Add **4. Term project**

The motion carried unanimously with the noted changes.

### ***HUMANITIES DIVISION CURRICULUM REVIEW (PART III)***

#### Program Major Modifications

cc. (CP-07-86) International Relations – Remove POLSC 3 from the required courses; total unit value changed from 31 to 28.

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

The following change was made: Required Courses – Select three (3) units from the following: Add – **ART 3 – World Art History (3 units)**

The motion carried unanimously with the noted change.

dd. (CP-07-96) Journalism – Added JOURN 2 as a required course; deleted JOURN 61 as an elective; updated non-department electives. No change to total unit value.

It was moved by Leslie Rota and seconded by Marianne Flatland to approve the program major modifications as presented.

The following changes were made:

Program electives are intended to improve students' critical thinking and communication skills and to give them tools to succeed in the workplace. Student ~~should~~ **must** take at least three units in each of the following areas.

Action was taken to remove the asterisks from the courses and remove the \*Note: ~~Courses with an \* have prerequisites or advisories other than eligibility for English 1.~~

It was noted with Curriculum Committee approval, Photo 170 will be changing to **Photo 70** at a future meeting.

The motion carried unanimously with the noted changes.

- ee. (CP-07-90) Political Science – Removed POLSC 1H & POLSC 3 from the required courses list; changed the title for POLSC 16. No change to total unit value.

It was moved by Marc Pandone and seconded by Christine Ducoing to approve the program major modifications as presented.

The motion carried unanimously.

#### Course Modifications

- ff. (CP-07-109) ENGL 30 – Survey of American Literature I – Change reading assignments and textbooks.
  - a. Action on revalidation: ENGL 1.
  - b. Action on other changes.

It was moved by Maire Morinec and seconded by Marianne Flatland to approve the course modifications as presented.

The motion carried unanimously.

It was moved by Marianne Flatland and seconded by Quentin Carter to approve action on other changes.

The motion carried unanimously.

- gg. (CP-07-110) ENGL 31 – Survey of American Literature II – Change reading assignments and textbooks.
  - a. Action on revalidation: ENGL 1.
  - b. Action on other changes.

It was moved by Christine Ducoing and seconded by Marc Pandone to approve the course modifications as presented.

The motion carried unanimously.

It was moved by Marc Pandone and seconded by Leslie Rota to approve action on other changes.

The motion carried unanimously.

- hh. (CP-07-112) ENGL 350 – Writing and Reading Skills for ESL Students – Change catalog description, other catalog information, methods of evaluation and textbooks.
  - a. Action on revalidations: Corequisites = This course must be taken together with one unit of the Reading Lab (English 320) and one unit of the Writing Lab (English 310). Credit for this course will be given only when the requirements of all three components have been completed. Prerequisites = A score of 51-69 within the last three years on the sentence skills section of the assessment test; or recommendation of a counselor or English instructor based on a Multiple Measures Evaluation; or a grade of "Credit" or better and a score of 4 or more on the Composition Mastery Final Examination upon completion of ENGL 305.
  - b. Action on other changes.

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

The motion carried unanimously.

It was moved by Leslie Rota and seconded by Marc Pandone to approve action on other changes.

The following change was made to 11. Methods of Evaluating Student Achievement: 3. Students will take the English Department Composition Mastery Examination as their Final Examination for this course. Advancement to English 355, (comma added) ~~or~~ the next composition course in the sequence, will be based on a grade of "Credit" and a score of 4 or 5 on the CME.

The motion carried unanimously with the noted changes.

- ii. (CP-07-113) ENGL 355 – Writing and Reading Skills – Change catalog description and textbooks.
  - a. Action on revalidations: Corequisites = This course must be taken together with one unit of the Reading Lab (English 320) and one unit of the Writing Lab (English 310). Credit for this course will be given only when the requirements of all three components have been completed. Prerequisites = A score of 51-69 within the last three years on the sentence skills section of the assessment test; or recommendation of a counselor or English instructor based on a Multiple Measures Evaluation; or a grade of "Credit" or better and a score of 4 or more on the Composition Mastery Final Examination upon completion of ENGL 305 or 350.
  - b. Action on other changes.

It was moved by Christine Ducoing and seconded by Marc Pandone to approve the course modifications as presented.

The motion carried unanimously.

It was moved by Christine Ducoing and seconded by Marc Pandone to approve action on other changes.

The following change was made to 11. Methods of Evaluating Student Achievement: 3. Students will take the English Department Composition Mastery Examination as their Final Examination for this course. Advancement to English 370, (comma added) ~~or~~ the next composition course in the sequence, will be based on a grade of "Credit" and a score of 6 or 7 on the CME.

The motion carried unanimously with the noted changes.

- jj. (CP-07- 87) IR 1 – Global Interdependence – Changed textbooks and added course to IGETC area 4H and CSU area D-8.
  - a. Action on course advisories: Eligibility for ENGL 1; POLSC 1, ENGL 62.
  - b. Action on other changes. **(Action on the online portion will occur at next meeting when addendum forms are included)**

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

The motion carried unanimously.

It was moved by Marc Pandone and seconded by Leslie Rota to approve action on other changes.

Action on the online portion will occur at the next meeting when the addendum forms will be submitted for approval.

It was agreed that under Course Preparation, 7c. Course Advisory, the order should be changed and read as follows:

<del>Eligibility for ENGL 1</del>	<b>POLSC 1, ENG 62</b>
<b>POLSC 1, ENG 62</b>	<b>Eligibility for ENGL 1</b>

The motion carried unanimously with the noted changes.

- kk. (CP-07-97) JOURN 1– Newswriting and Reporting – Change method of instruction, catalog description, objectives, methods of evaluation, writing assignments, content outline and textbooks.
  - a. Action on revalidation: Eligibility for ENGL 1.
  - b. Action on other changes.

It was moved by Marc Pandone and seconded by Marianne Flatland to approve the course modifications as presented.

The motion carried unanimously.

It was moved by Leslie Rota and seconded by Quentin Carter to approve action on other changes.

The following changes were made:

11. Methods of Evaluating Student Achievement: 1. . ~~Grading their~~ **Written** work.

13. Course Content Outline: VII. Ethics—~~A-~~ (removed) Using standards and models used to handle common ethical questions such as conflict of interest, sensationalism vs. public's right to know, etc.

The motion carried with the noted changes.

- II. (CP-07-98) JOURN 2 – Introduction to Feature and Magazine Writing – Change method of instruction and textbooks.
  - a. Action on revalidation: Eligibility for ENGL 1.
  - b. Action on other changes.

It was moved by Leslie Rota and seconded by Christine Ducoing to approve the course modifications as presented.

The motion carried unanimously.

It was moved by Leslie Rota and seconded by Marc Pandone to approve action on other changes.

The following change was made:

11. Methods of Evaluating Student Achievement: 1. ~~Grading their~~ **Written** work.

The motion carried unanimously with the noted change.

- mm. (CP-07-99) JOURN 11 – Introduction to Mass Communication – Change method of instruction, methods of evaluation and textbooks.
  - a. Action on revalidation: Eligibility for ENGL 1.
  - b. Action on other changes.

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

The motion carried unanimously.

It was moved by Leslie Rota and seconded by Marianne Flatland to approve action on other changes.

The motion carried unanimously.

- k. (CP-07-100) JOURN 60 – Publications Laboratory – Change repeatability, catalog description, objectives, methods of evaluation, content outline and textbooks.
  - 1) Action on revalidation: Eligibility for ENGL 1.
  - 2) Action on other changes.

It was moved by Marianne Flatland and seconded by Marc Pandone to approve the course modifications as presented.

The motion carried unanimously.

It was moved by Maire Morinec and seconded by Marc Pandone to approve action on other changes.

The motion carried unanimously.

- I. (CP-07-94) POLSC 16 – Law and Society – Change course title and textbooks.
  - 1) Action on advisories: POLSC 1, ENGL 1 and SCC minimum math standard.
  - 2) Action on other changes.

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

The motion carried unanimously.

It was moved by Leslie Rota and seconded by Marianne Flatland to approve action on other changes.

It was noted the textbooks need new editions listed. Donna Vessels will assume responsibility for making the required changes.

The motion carried with the noted change.

#### Course Deletions

- nn. (CP-07-106) ENGL 4H – Honors Composition and Critical Thinking: Language in Context
- oo. (CP-07-92) POLSC 1H – Honors Introduction to American Government and Politics
- pp. (CP-07-93) POLSC 3 – Introduction to International Politics
- qq. (CP-07-101) JOURN 61 – Online Publications Laboratory

It was moved by Marc Pandone and seconded by Quentin Carter to approve the course deletions (nn. – qq.) as presented.

The motion carried unanimously.

#### Curriculum Review Verification Forms

- rr. (CP-07-115) English (Group III) Curriculum Review Verification Form
- ss. (CP-07-88) International Relations Curriculum Review Verification Form
- tt. (CP-07-102) Journalism Curriculum Review Verification Form
- uu. (CP-07-89) Political Science Curriculum Review Verification Form

It was moved by Leslie Rota and seconded by Christine Ducoing to approve the curriculum review verification forms (rr. – uu.) as presented.

The motion carried unanimously.

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

- vv. (CP-07-104) ENGL 1 – College Composition – Revalidate prerequisite of a score of 102 or better within the last three years on the sentence skills section of the assessment test; or SAT verbal score of at least 500; or ACT score of at least 23; or recommendation of a counselor or English instructor based on a Multiple Measures Evaluation; or a grade of "Credit" and a score of 8 or more on the Composition Mastery Final Examination upon completion of ENGL 305 or 350 or 355; or a grade of "Credit" in ENGL 370.
- ww. (CP-07-105) ENGL 4 – Composition and Critical Thinking: Language in Context – Revalidate prerequisite of ENGL 1.
- xx. (CP-07-107) ENGL 13 – Mystery Fiction – Revalidate prerequisite of ENGL 1.
- yy. (CP-07-108) ENGL 14 – The Bible as Literature – Revalidate prerequisite of ENGL 1.
- zz. (CP-07-111) ENGL 51 – Technical Writing – Revalidate prerequisite of a score of 102 or better in the last three years on the sentence skills section of the assessment test; or recommendation of a counselor or English instructor based on a Multiple Measures Evaluation; or a grade of "Credit" and a score of 8 or more on the Composition Mastery Final Examination upon completion of English 305 or 350 or 355; or a grade of "Credit" in English 370.
- aaa. (CP-07-114) ENGL 370 – English Fundamentals – Revalidate corequisite of .5 unit of ENGL 310 or ENGL 320. Credit for the course will be given only when the requirements for both components have been met. Revalidate prerequisite of a score of 70-101 within the last three years on the sentence skills section of the assessment test; or recommendation of a counselor or English instructor based on a Multiple Measures Evaluation; or a grade of "Credit" and a score of 6 or more on the Composition Mastery Final Examination upon completion of English 305 or 350 or 355.
- bbb. (CP-07-95) POLSC 49 – Political Science 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 Dean based on instructor availability.

It was moved by Marc Pandone and seconded by Maire Morinec to approve the Revalidation of Prerequisites and/or Co-requisites (vv.-bbb.) as presented.

The motion carried unanimously.

## Online Addendum Forms

ccc. (CP-07-103) ENGL 1– College Composition

ddd. (CP-07-91) POLSC 1– Introduction to American Government and Politics

This information was removed from the agenda. The information will appear on the next meeting agenda for approval.

### **REPORT FROM ARTICULATION OFFICER**

Robin Arie-Donch, Articulation Officer, reported that she submitted for the second review cycle the U.C. minor changes. Robin asked the committee when she gets the CSU/G.E. and U.C. transferability results back if the committee would like to see them. The committee responded that they only want to see the exceptions, and things that are not routine may be put on the agenda for information.

### **REPORT FROM THE CHAIR**

Chair Erin Farmer reminded the committee that October 29 is the deadline for the November 13, 2007, meeting. It is possible not all of the curriculum review courses in Humanities will have been received; therefore, some of this information may have to fall into the last meeting.

Chair Farmer reminded the committee of the CurricuNet demonstration scheduled in the Board Room on Tuesday, October 30, 2007, beginning at 1:30 p.m. She asked the committee to get a replacement if they cannot attend.

Chair Farmer reminded the committee that the online addendum forms should go to her first before they go to the Curriculum Office. This will allow her to review and make suggestions for possible change, etc., before the committee sees them. The forms used in the past are still viable. Erin stated she would need this information before the Monday deadline of regular curriculum items.

Jenn Branaman, vocational student representative, asked the committee members if they thought their students would be interested in a Handbook for Students which would assist students in keeping track of when their clubs meet, sports activities, etc., for a price of \$2.00 each. The handbook will have the ASSC members' pictures on it which will facilitate students in knowing who their representatives are. The committee felt it would be well received and used by students.

Chair Erin Farmer acknowledged Judy Spencer and her service to the Curriculum Committee for the past seven years as the official note taker. This was Judy's last meeting with the committee due to her recent promotion from the Office of Academic Affairs to the Superintendent/President's Office, effective November 1, 2007. Erin presented to Judy on behalf of the committee a parting gift and expressed how much her work with the committee has been valued and that she will be missed. Judy thanked the committee for their thoughtfulness and expressed how much she has enjoyed working with the committee, and that all she has learned about curriculum will be carried forward as she moves "next door" to the President's Office.

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

Interim Vice President Kathy Rosengren stated that because there is a flurry of last minute curriculum activity going on, it may be that we must also take special case material to our last meeting. We are desperately trying to resolve a long-standing grievance. If we are able to do that, it will necessitate course modifications that must go into effect next fall. This is a slight modification of our own rules, but Kathy stated she is hopeful the committee will be able to look at this information favorably in order to not lose the momentum of moving courses forward.

### **OPEN DISCUSSION**

Dean Robert Johnson, Career Technical Education Division, raised the issue about the residency requirement for the Associate Degree. Presently the Catalog on page 39 states: "At least 12 semester units must be completed at Solano Community College." There is no requirement in the A.S. or A.A. degrees that any of the 12 units must be in the major. The Certificate of Achievement states: To be eligible for a Certificate of Achievement, at least six semester units in the field or a closely related subject must be completed at Solano Community College." Bob would like to suggest we include a similar statement for the Associate Degrees also.

Dean Johnson stated he is raising this issue because he recently signed a series of substitution forms for an Ornamental Horticulture student for classes she completed at DVC. The student will be requesting an Associate Degree from SCC without taking any Horticulture classes at SCC.

Chair Farmer asked Dean Johnson to prepare a statement that shows how we deviate from the norm and document who does not, and she will take the topic of discussion to the Academic Senate. The committee will also discuss the issue in more detail at a future meeting.

### ***ADJOURNMENT***

There being no further business to come before the committee, it was moved by Leslie Rota and seconded by Quentin Carter to adjourn at 2:45 p.m., to meet again Tuesday, November 13, 2007, 1:30 p.m., in the Board Room.

NOTE: The transferability for SOCIO 21 has been denied by the UC system. The documents required for changing the course number to SOCIO 75 in order to comply with the College's course numbering system are attached for the Committee's information.

**See Change:** NOTE: The transferability for PE 70 & PE 73 has been approved by the UC system. The documents required for changing the course numbers to PE 6.9 & ~~THEA~~ **P.E.** 6.7 in order to comply with the College's course numbering system are attached for the Committee's information.

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