

Solano Community College

Academic Senate CURRICULUM COMMITTEE

MINUTES

Tuesday, September 11, 2007
1:30 p.m., Board Room

Those present introduced themselves and identified the areas they represent.

ROLL CALL

Present: Erin Farmer, Chair; Robin Arie-Donch, Frank Arreola (Academic Student); Jenn Branaman (Vocational Student); Quentin Carter, Karen Cook, Christine Ducoing, Marianne Flatland; Robert Johnson*, Laura Maghoney, Esther Pryor*, Kathy Rosengren (Interim Vice President, Academic Affairs); Leslie Rota, Judy Spencer, Donna Vessels, and Janene Whitesell

Excused: Maire Morinec

Guests: Philip Andreini, Ph.D., Susan Sedillo, and Lisa Waits, Ed.D.

*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)

It was moved by Quentin Carter and seconded by Marianne Flatland to approve the agenda as presented. The motion carried unanimously.

APPROVAL OF MINUTES

The minutes from the meeting held May 8, 2007, will be approved at a future meeting.

ADOPT CALENDAR FOR 2007-2008 Academic Year

It was moved by Leslie Rota and seconded by Karen Cook to approve the calendar for the 2007/08 academic year as presented. The motion carried unanimously.

NEW COURSES – (none)

COURSE MODIFICATIONS – (none)

PROGRAM MAJOR MODIFICATIONS - (none)

MEMBERS' TERMS

The fall 2007 membership was acknowledged. It was noted that Division Dean representation for 2007/09 is Leslie Rota only, and is not a shared responsibility by Leslie Rota and Bob Myers. An adjustment may be made next academic year if necessary.

REPORT FROM THE ARTICULATION OFFICER

Robin Arie-Donch, our new Articulation/Transfer Officer, shared two handouts with the committee on articulation, e.g., definition of articulation, levels of articulation, and deadlines and processes for articulation, and articulation processes and timelines (copy of handouts attached to hard copy of minutes).

Robin thanked the committee for the time given her to discuss in detail articulation and for the opportunity to answer questions from the various members. There was agreement the information was both helpful and understandable.

Robin asked that she be contacted early on if there is a course where there is the desire to have it articulated for transfer. This will allow time to make necessary changes and meet the deadlines.

There was agreement that the committee may want to entertain future discussions regarding existing deadlines for submission of courses for transferability

Robin expressed that she would be happy to provide training on IGETC and CSU GE Breadth to the committee and/or groups in divisions who are interested. She advised the student representatives that she would be available to do an ASSC presentation as well.

Chair Farmer offered to correspond with the new members and discuss course outlines and how this affects the work of the committee. She recommended that committee members e-mail Robin (robin.arie-donch@solano.edu) if they would like her to do training on GE patterns, either on an individual basis or in a committee meeting.

REPORT FROM THE CHAIR

Chair Erin Farmer advised the committee that they will be reviewing the Humanities Division curriculum program review this semester, together with Health Occupations. The first available information from Humanities will be on the next agenda.

Erin reported that she attended the curriculum institute this summer and the big topic of study was that we have been given license to do local approval of stand alone credit courses—only after training. Erin stated she has been trained for this work and can train the committee.

The curriculum committee will probably have a role in the new Basic Skills Plan.

Erin is now on a listserv for curriculum chairs. Concerns from the system office will be discussed with the committee if they are significant to our needs.

The committee discussed with Erin the possibility of learning more about CurricuNet. There is a PowerPoint presentation on their Web site which would be beneficial to those interested in learning about the capabilities of this software program. It is compatible with Banner and could coordinate our SLOs to curriculum; curriculum to articulation and basic skills, etc. (once in place it talks to every thing). There being a keen interest in pursuing this avenue of opportunity, Erin agreed to make contact with them and will work on a future meeting which may also include the Academic Senate. Erin will send the Web site information to the committee members.

REPORT FROM THE VICE PRESIDENT

Interim Vice President Kathy Rosengren advised that Chair Farmer, Donna Vessels, and she met and decided unilaterally that after the Humanities and Health Occupations curriculum program reviews are completed this fall that future reviews will be deferred for a year or so until Banner is in place. Donna agreed to send out an updated curriculum program review schedule.

Because of changes being made to the curriculum piece of Banner, the committee will have things coming before them to discuss that relate to how things are entered into Banner which are under the purview of the committee, i.e., sorting of data that may need to be “tweaked”, etc. Look for these discussions next spring and fall 2008.

WebCMS is going away. We aren’t sure what will be replacing it at this point in time, but something new will be coming in the near future.

OPEN DISCUSSION

Interim Vice President Kathy Rosengren advised that the Curriculum Committee will not be meeting in December because of our conversion to Banner efforts. There is a lot of testing to be done, beginning the first part of December, and it was felt that it would be too confusing to be entering data during this time frame.

Committee members were urged to remind their constituencies that if their division has a proposal on the last meeting of the semester (November 27) that there will not be an opportunity to resubmit it for approval if there are problems with the proposal and to please remember to use the last meeting judiciously.

Chair Farmer thanked Bob Johnson for providing coffee and “sweet treats” for the 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 2:40 p.m., to meet again **Tuesday, September 25, 2007, 1:30 p.m.**, in the Board Room..

CC Minutes 9 11 07:js

Attachments: (2)

- Articulation
- Articulation processes/Timelines
- Membership for 07/08
- Fall and Spring Calendars for 07/08