

Solano Community College

Academic Senate CURRICULUM COMMITTEE

MINUTES

Tuesday, September 25, 2007
1:30 p.m., Board Room

ROLL CALL

Present: Erin Farmer, Chair; Robin Arie-Donch, Jenn Branaman, Christine Ducoing, Marianne Flatland, Erique Gigante (replaced Frank Arreola, Academic Student); Robert Johnson, Laura Maghoney, Esther Pryor*, Kathy Rosengren; Leslie Rota, Judy Spencer, Donna Vessels, and Janene Whitesell

Excused: Karen Cook, Maire Morinec, and Quentin Carter

Guests: Philip Andreini and Bob Myers

*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 Janene Whitesell and seconded by Robert Johnson to approve the agenda as presented. The motion carried unanimously.

APPROVAL OF MINUTES – May 8, 2007 & September 11, 2007

It was moved by Marianne Flatland and seconded by Leslie Rota to approve the minutes of May 8, 2007 and September 11, 2007, as presented.

The minutes from the meeting held May 8, 2007, were amended as follows:

Page 3. e. (CP-07-21) SPAN 48A – There was discussion regarding Section E. General Education information – IGETC Applicability. It was agreed that if possible, this information would be placed in section 3B (**IGETC**) of the Catalog (Humanities Division).

The minutes from the meeting held September 11, 2007, were amended as follows:

Page 2. second paragraph: Robin asked that she be contacted early on if there is a course where there is the desire to have it articulated ~~with a CSU or U.C. institution~~ **for transfer**.

Page 2. 5th paragraph: A **period** was missing in the e-mail address for Robin Arie-Donch.

The motion carried unanimously with the noted changes.

NEW COURSES

- a. (CP-07-27) PE 148B-Tai Chi
 - 1) Action on Advisories = SCC minimum English and math standards.
 - 2) Action on course.

It was moved by Leslie Rota and seconded by Janene Whitesell to approve action on the advisories as presented.

The motion carried unanimously.

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

Action was taken to change the course number from 148B to 98B.

The motion carried unanimously with the noted change.

b. (CP-07-26) PE 148C – Circuit Training

- 1) Action on Advisories = SCC minimum English and math standards.
- 2) Action on course.

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

The motion carried unanimously.

It was moved by Robert Johnson and seconded by Marianne Flatland to approve action on the course.

Action was taken to change the course number from 148C to 98B.

The motion carried unanimously with the noted change.

c. (CP-07-28) PE 148D- Cardio Conditioning

- 1) Action on Advisories = SCC minimum English and math standards.
- 2) Action on course.

It was moved by Janene Whitesell and seconded by Leslie Rota to approve action on the advisories as presented.

The motion carried unanimously.

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

Action was taken to change the course number from 148D to 98B.

The motion carried unanimously with the noted changed.

COURSE MODIFICATIONS – (attachment)

a. (CP-07-29) CIS 112 – Introduction to Robotics Programming – Remove co-requisite of MT 110.

- 1) Action on co/prerequisite/advisories: Co-requisite = None; Prerequisite = CIS 1; Advisories = SCC minimum English and math standards.
- 2) Action on course.

It was moved by Robert Johnson and seconded by Janene Whitesell to approve action on the co/prerequisites/advisories as presented.

The motion carried unanimously.

It was moved by Leslie Rota and seconded by Janene Whitesell to approve action on the course.

The motion carried unanimously.

HUMANITIES DIVISION CURRICULUM REVIEW (Part I)

Course Modifications

a. (CP-07-30) FRNCH 12 – Intermediate French Conversation – Change prerequisite, content outline and textbooks.

- 1) Action on prerequisite: FRNCH 11 or the equivalent.
- 2) Action on course.

It was moved by Leslie Rota and seconded by Janene Whitesell to approve action on the prerequisites as presented.

The motion carried unanimously.

It was moved by Leslie Rota and seconded by Janene Whitesell to approve action on the course.

The motion carried unanimously.

Curriculum Review Verification Forms

b. (CP-07-31) Foreign Language, French Curriculum Review Verification Form

It was moved by Leslie Rota and seconded by Janene Whitesell to approve the verification forms as presented.

The motion carried unanimously.

Revalidation of Prerequisites and/or Corequisites Only – (no changes)

- c. (CP-07-32) FRNCH 2 – Second Semester French – Revalidate prerequisite of FRNCH 1 or FRNCH 31 and 32 or two years of high school French
- d. (CP-07-33) FRNCH 3 – Third Semester French – Revalidate prerequisite of FRNCH 2, FRNCH 34, or three years of high school French
- e. (CP-07-34) FRNCH 4 – Fourth Semester French – Revalidate prerequisite of FRNCH 3
- f. (CP-07-35) FRNCH 11 – Conversational French – Revalidate prerequisite of FRNCH 2 or FRNCH 34 with a grade of "C" or better
- g. (CP-07-36) FRNCH 32 – First Semester French, Part II – Revalidate prerequisite of FRNCH 31 or one year of high school French
- h. (CP-07-37) FRNCH 33 – Second Semester French, Part 1 – Revalidate prerequisite of FRNCH 1 or FRNCH 32
- i. (CP-07-38) FRNCH 34 – Second Semester French, Part 2 – Revalidate prerequisite of FRNCH 33
- j. (CP-07-39) FRNCH 49 – French Honors – Revalidate prerequisite: Must have completed 24 units of college credit with a minimum GPA of 3.3; a minimum of 5 units in the discipline with a grade of "B" or better, an ability to work independently; and permission of the Division Dean based on instructor availability

It was moved by Janene Whitesell and seconded by Marianne Flatland to approve revalidation of prerequisites and/or corequisites 7.c. – 7.j., as presented.

The motion carried unanimously.

REPORT FROM THE ARTICULATION OFFICER

Robin Arie-Donch reported to the committee that in order for a course to be U.C. transferable you need to find another University of California institution that offers the course—it only takes one. She remarked that she has some articulation tools that can aid in this search. In terms of the actual course content, if anything has a lab, the lab content needs to be described separately so it can be evaluated separately. She reported that future training will be provided on the rigor needed for a University of California or California State University institution as certain courses have certain requirements.

REPORT FROM THE CHAIR

Chair Farmer stated that it may be appropriate to consider having another curriculum workshop during Flex Cal of visiting University of California and California State University representatives to educate us on the most current processes to follow in our curriculum work.

Chair Farmer, through a PowerPoint presentation, gave a formal training session to the committee members present, sponsored by the California Community Colleges System office developed in collaboration with the System Advisory Committee on Curriculum (SACC), on local approval of stand-alone credit courses. This presentation trains all faculty and staff who are responsible for course approval on every campus of the California Community Colleges pursuant to California Education Code and Title 5 citations. Four handouts supported training, and are identified below. No retraining is necessary after the initial training has been completed—only new individuals will be required to be trained. Individual training may be conducted online. Chair Farmer will make this Web site and links available for future reference and is the same information that was shared in this meeting. Specific questions raised from this training will be addressed at a future meeting.

- *Handout 1*
 - *Title 5, Chapter 6, Subchapter 2, Article 1. Approval of Credit Educational Programs §55100. Course Approval.*
- *Handout 2*

- *Frequently Asked Questions.*
- *Handout 3*
 - *Examples of Courses That Were Denied When Submitted to the System Office for Approval.*
- *Handout 4*
 - *§ 55002. Standards and Criteria for Courses.*

A hard copy of the PowerPoint presentation and handouts will be attached to these minutes for reference and documentation purposes.

After discussion, there was agreement to meet on Tuesday, October 30, 2007, 1:30 p.m., in the Board Room for a presentation on CurricuNet.

REPORT FROM THE VICE PRESIDENT

There was no report from the Vice President.

OPEN DISCUSSION

There was no open discussion.

ADJOURNMENT

There being no further business to come before the committee, it was moved by Leslie Rota and seconded by Janene Whitesell to adjourn at 3:15 p.m., to meet again Tuesday, October 9, 2007, 1:30 p.m., in the Board Room.

CC Minutes 9 25 07:js

Attachments: (5)

- Local Approval of Stand-Alone Credit Courses PowerPoint
- Handout 1 – Approval of Credit Educational Programs § 55100 – Course Approval
- Handout 2 – Frequently Asked Questions
- Handout 3 – Examples of Course that were Denies when Submitted to the System Office for Approval
- Handout 4 – Standards and Criteria