



Academic Senate & Subcommittee

Committee Goals and Self-Assessment for Academic Year 2020-2021

Committee Name: Curriculum

Committee Roles and Responsibilities:

From the Curriculum Handbook:

Committee Purpose, Structure, Procedures, and the Agenda General Information

The Curriculum Committee is a subcommittee of the Academic Senate; its composition, responsibilities, and authority are based on Title 5 (§ 53200) "10+1" requirements. All Committee actions on courses, programs, and other curricular and instructional business are sent to the Solano Community College Governing Board for approval.

The functions of the Committee are:

- To evaluate the overall curriculum needs within the College.
- To participate, in cooperation with the departments, in the curriculum planning, development, and review of short-range and long-range curriculum.
- To develop and/or implement state mandated policies and regulations (ex: Title 5 and IGETC) applicable to the curriculum and instruction.
- To present recommendations, through the Academic Senate, to the Governing Board regarding additions, modifications, and deletions in the College curriculum.
- To approve prerequisites and place courses within disciplines.
- To develop degrees, certificate requirements, and general education requirements.

ACCJC Standard(s) Addressed:

- Standard I: Mission, Academic Quality and Institutional Effectiveness, and Integrity
- Standard II: Student Learning Programs and Support Services
- Standard III: Resources (Human, Physical, Technology, Financial)
- Standard IV: Leadership and Governance

Committee Members:

Curriculum Committee Members: Sarah Barsness (Chairperson), Lisa Abbott (Curriculum Analyst), David Williams (Vice President of Academic Affairs), Ashlie Lawson (Articulation Officer), Erin Duane (Librarian), Dean Joe Ryan, Dean Lisa Neeley, Anthony Ayala, Teri Yumae, Mary Valch, Kevin Anderson, Deb Berrett, Ginger Cain, Michelle Arce, Anthony



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Ayala, Marianne Flatland, Amy Dauffenbach, Ginger Cain, James Word, and Adrew Wesley (Assessment). Claire Gover (Academic Senate) will attend meetings and prepare minutes.

Technical Review Committee Members: Sarah Barsness (Chairperson), Lisa Abbott (Curriculum Analyst), David Williams (Vice President of Academic Affairs), Ashlie Lawson (Articulation Officer), Dean Lisa Neeley, Deb Berrett, Mark Berrett, and Andrew Wesley (Assessment).

Identify the initiatives/goals this committee will undertake.

Committee chairs are responsible for completing reports after dialog with committee members. Assessment of committee progress is integral to SCC’s continuous improvement process.

Curriculum Committee Members for 2020-2021:

#	Initiative / Goal	Description for this Initiative / Goal
1	Equity and Anti-racism	Create a process for critical self-examination of all components of curriculum to ferret out the presence of racist or inequitable language, structure or other detail (intentional or unintentional) as well as the absence of anti-racist and pro-equity content.
2	Clarifying Curriculum Process	Create a clearer, and more “user-friendly,” set of steps and guidelines for faculty, for submitting curriculum, as well as following through on the entire curriculum process, especially for new programs. This will be part of the new Curriculum Handbook.
3	Clarify Local GE approval Process	Along with the Senate, define the process and goals for courses to be added to the local General Education list.
4	Educate faculty about broader curriculum goals	Help faculty learn more about the larger goals of the Solano curriculum, and the interdependence of departmental and division curriculum, especially in terms of creating redundant or competing courses, in order to minimize conflicts and encourage cooperation and dialogue.
5	Review, help refine, and approve new course curriculum proposed by faculty	This ongoing goal represents a core duty of the committee and will be carried out through the academic year.
6	Review, help refine, and approve new programs proposed by faculty	This ongoing goal represents a core duty of the committee and will be carried out through the academic year.
7	Review, help refine, and approve curriculum undergoing the curriculum review process	This ongoing goal represents a core duty of the committee and will be carried out through the academic year.



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8	Review, help refine, and approve alterations in the local general education pattern	This ongoing goal represents a core duty of the committee and will be carried out through the academic year.
9	Assist the assessment committee in reviewing SLOs and PLOs	This ongoing goal represents a core duty of the committee and will be carried out through the academic year.
10	Work with the Distance Education committee to review, help refine, and approve curriculum for online offerings proposed by faculty	This ongoing goal represents a core duty of the committee and will be carried out through the academic year.
11	Suspend or discontinue programs and classes that are not being offered or that faculty feel are no longer useful	This ongoing goal represents a core duty of the committee and will be carried out through the academic year.

Mid-Year Committee Evaluation Report for Academic Year: December 2020/January 2021

Accomplished and In Progress Initiatives:

Identify the initiatives this Committee has accomplished and whether the initiative has been completed (C) or is in progress (IP) in the status column. Identify additional initiatives if applicable.

#	Initiative Undertaken, Achieved or In Progress	Status C or IP	Accomplishments/challenges for this initiative
1	Equity and Anti-racism (Initiative Undertaken)	IP	The committee has had beginning conversations and plans are in process to present a discussion at the March 2021 Flex. I have begun conversations with members of T4E and would like to continue our process in cooperation with that committee.
2	Clarifying Curriculum Process (Initiative Undertaken)	IP	Discussions about revisions to the faculty handbook are underway and ongoing faculty workshops are part of this process.
3	Clarify Local GE approval Process (In progress)	IP	A task force has met to begin the process of a proposed revision to Option A. We are making good progress and hope to have it complete within the semester.
4	Educate faculty about broader curriculum goals (In progress)	IP	Starting in spring 2021, faculty workshops will focus on topics, with an emphasis on educating faculty about broader curriculum goals.



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5	Review, help refine, and approve new course curriculum proposed by faculty (In progress)	IP	This ongoing goal represents a core duty of the committee and will be carried out through the academic year.
6	Review, help refine, and approve new programs proposed by faculty (In progress)	IP	This ongoing goal represents a core duty of the committee and will be carried out through the academic year.
7	Review, help refine, and approve curriculum undergoing the curriculum review process (In progress)	IP	This ongoing goal represents a core duty of the committee and will be carried out through the academic year.
8	Review, help refine, and approve alterations in the local general education pattern (In progress)	IP	See item 3, above. Duplicate goal.
9	Assist the assessment committee in reviewing SLOs and PLOs (Initiative undertaken)	IP	Assessments were suspended for Fall 2020. We will be resuming this process this semester.
10	Work with the Distance Education committee to review, help refine, and approve curriculum for online offerings proposed by faculty (In progress)	IP	This ongoing goal represents a core duty of the committee and will be carried out through the academic year. In Fall 2020, we approved over 500 new DE addenda in response to the Covid 19 Pandemic.
11	conversation about revitalizing or suspending programs and classes that are not being offered or that faculty feel are no longer useful (In progress)	IP	This ongoing goal represents a core duty of the committee and will be carried out through the academic year.



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Year End Committee Evaluation Report for Academic Year: April 2021

Part 1 Accomplished and In Progress Initiatives:

Update the initiatives this Committee has accomplished in the corresponding academic year. For Status, please indicate **C** (completed) or **IP** (in progress). Make recommendations for the upcoming academic year where appropriate, or referrals to other committees, as applicable.

Committee chairs are responsible for completing reports after dialog with committee members. Assessment of committee progress is integral to SCC's continuous improvement process.

#	Initiative Undertaken, Achieved or In Progress	Status C or IP	Accomplishments/challenges/recommendations for this initiative
1			
2			
3			
4			
5			
6			
7			
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9			
10			



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Part 2 Unaccomplished Initiatives:

Identify the initiatives this Committee has undertaken in the Fall 2020 semester that were not accomplished, please state why, what the barrier(s) were along with any recommendations to overcome the barriers.

See details in the chart above

#	Unaccomplished Initiative /Goal	Why/what were the barriers?	Recommendations
1			
2			
3			
4			
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6			
7			
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10			



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Part 3: Complete Self-Assessment Narrative:

Self-Assessment

- To what degree has the committee met its roles and responsibilities?
- How can the committee improve its effectiveness in meeting these roles and responsibilities?
- How effective was the committee in completing its initiatives?
- How might the committee improve its effectiveness in regard to completing initiatives?
- How effective was the committee in impacting student success?
- How might the committee improve its effectiveness in regard to impacting student success?
- What resources are needed to assist the committee in meeting its initiatives?

Recommendations

- Provide recommendations for changing the description or composition of the committee to achieve its initiatives addressed for next year.
- What topics should be addressed by the committee next year?
- Are there additional roles or responsibilities this committee should be addressing?
- What issues, initiatives, or work has the committee identified that other committees, service areas, and/or disciplines or Schools should address next year?