



Academic Senate & Subcommittees

Committee Goals and Self-Assessment for Academic Year 2022-2023

Committee Name: Curriculum Committee

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: Sarah Barsness (Chair), Isabel Anderson, Kevin Anderson, Alison Bolton, Saki Cabrera, Ginger Cain, Amy Dauffenbach, Erin Duane, Douglas Green, Ashlie Lawson, Marivic Macalino, Maura Rabbette, James Word, Teri Yumae, Tony Zitko

Identify the initiatives/goals this committee will undertake.

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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 / Goal	Description for this Initiative / Goal
1	Equity and Anti-racism	Continue to develop 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	Continue to develop a clear 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 includes revising the Curriculum Handbook, as well as creating a series of videos on eLumen Processes.
3	Proactively engage faculty about upcoming program and course proposals.	Help faculty understand the interdependence of departmental and division curriculum, and foster a cooperative and collaborative approach to creating valuable programs and courses that meet our local and state guidelines and do not compete with or duplicate existing curriculum.
4	Prepare for the implementation of AB 928 and AB 1111	Keep apprised of these upcoming changes, communicate with faculty and plan for implementation.
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.
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.



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Mid-Year Committee Evaluation Report for Academic Year: December 2022/January 2023

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	IP	We are still working on a more formal process for faculty to examine curriculum with an equity/anti-racism lens and to make adjustments to make courses and programs more equitable. Many faculty are voluntarily and enthusiastically engaging with this process. Goals for spring include more outreach to faculty, and creating a clear process that includes a “bank” of examples.
2	Clarifying Curriculum Process	IP	While we are successfully reaching out and helping faculty on an individual basis, we are behind on creating more concrete resources, including videos and an updated handbook. These, and more workshops, will be prioritized in Spring.
3	Proactively engage faculty about upcoming program and course proposals.	IP	We were very successful this semester in working with faculty early to offer assistance in refining and strengthening new proposals, and preventing delays and tensions caused by issues of articulation and interdepartmental conflicts.
4	Prepare for the implementation of AB 928 and AB 1111	IP	We are keeping faculty aware that these changes are imminent and offering guidance for some proposals. Information about actual implementation is not clear, but we are still trying to stay current and to anticipate the challenges these changes will offer.
5	Review, help refine, and approve new course curriculum proposed by faculty		This ongoing goal represents a core duty of the committee and continues to be carried out through the academic year. We approved several new programs that are going to be great opportunities for our students!
6	Review, help refine, and approve new programs proposed by faculty		This ongoing goal represents a core duty of the committee and continues to be carried out through the academic year.



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7	Review, help refine, and approve curriculum undergoing the curriculum review process	IP	This ongoing goal represents a core duty of the committee and continues to be carried out through the academic year.
8	Review, help refine, and approve alterations in the local general education pattern	IP	This ongoing goal represents a core duty of the committee and continues to be carried out through the academic year.
9	Assist the assessment committee in reviewing SLOs and PLOs	IP	This ongoing goal represents a core duty of the committee and continues to be carried out through the academic year. We are working to support the Assessment officer in this important work. We also added him as a voting member of the Technical Review Committee, to help ensure faculty update SLOs and PLOs.
10	Work with the Distance Education committee to review, help refine, and approve curriculum for online offerings proposed by faculty	IP	This ongoing goal represents a core duty of the committee and continues to be carried out through the academic year. We are working closely with and supporting DE to improve and facilitate DE classes as well as compliance and accessibility.
11	Suspend or discontinue programs and classes that are not being offered or that faculty feel are no longer useful	IP	This ongoing goal represents a core duty of the committee and continues to be carried out through the academic year. We actually moved this year to support faculty who plan to review, revise and revive programs that they feel are crucial, including Humanities and Journalism.



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Year End Committee Evaluation Report for Academic Year: April 2023

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
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Part 2 Unaccomplished Initiatives:

Identify the initiatives this Committee has undertaken in the Fall 2022 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
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2			
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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?