



# Curriculum Committee

## Minutes

Date: September 24, 2024

Meeting Room: 701 and Zoom for Guests

1:00 pm – 3:00 pm

- |                         |   |
|-------------------------|---|
| <b>1. Call to Order</b> | The meeting was called to order at 1:03 PM by Sarah Barsness, chair.  |
| <b>2. Roll Call</b>     | Due to special circumstances, Joe Ryan and Erin Duane attended via zoom. Teri Yumae moved to approve their remote committee participation. Ashlie Lawson seconded. Motion passed. VP Williams and Andrew Wesley were in a meeting with the Accreditation Visiting Team and unable to attend Curriculum today. Roll call was as follows: |

Committee Officials (Non-voting)
<input checked="" type="checkbox"/> Sarah Barsness.....Chairperson
<input type="checkbox"/> David Williams.....VP of Academic Affairs
<input checked="" type="checkbox"/> Lisa Abbott.....Curriculum Analyst
<input checked="" type="checkbox"/> Claire Gover.....Meeting Secretary
<input checked="" type="checkbox"/> Laura Maghoney.....DE Coordinator

Additional Expertise
<input type="checkbox"/> Andrew Wesley..... Assessment Coordinator
<input type="checkbox"/> Cody Vig .....Principal Research & Data Analyst

Guests

Committee Members (Voting)
<input type="checkbox"/> Alison Bolton..... Social & Behavioral Sciences
<input type="checkbox"/> Guy Brookshire.....Liberal Arts
<input type="checkbox"/> Saki Cabrera .....Social & Behavioral Sciences
<input checked="" type="checkbox"/> Ginger Cain.....Health Sciences
<input checked="" type="checkbox"/> Kow-weng "Kelvin" Cheah .....Counseling
<input type="checkbox"/> Jose Cortes .....Dean
<input checked="" type="checkbox"/> Erin Duane.....Library
<input checked="" type="checkbox"/> Doug Green.....Career & Technical Ed
<input checked="" type="checkbox"/> Orion Lam (late).....Math & Science
<input checked="" type="checkbox"/> Ashlie Lawson.....Articulation Officer
<input checked="" type="checkbox"/> Joe Ryan.....Dean
<input checked="" type="checkbox"/> James Word (2pm after class).....Math & Science
<input checked="" type="checkbox"/> Teri Yumae.....Liberal Arts
<input type="checkbox"/> Vacant..... Career & Technical Ed
<input type="checkbox"/> Vacant.....Health Sciences

**3. Approval of Minutes**

Approval of Minutes from: May 14, 2024						
Motion:	Doug Green					
Seconded by:	Ginger Cain					
Comments/Discussion/ Revisions:						
Final Resolution:	Yeses:	4	Noes:		Abstentions:	2
Motion Passed:	Yes: <input checked="" type="checkbox"/>			No: <input type="checkbox"/>		

**4. Agenda Approval**

<i>Approval of the agenda will enact all matters listed under the Consent Items which are considered routine unless removed from the Consent Items by a Committee member.</i>				
Motion:	Ashlie Lawson			
Seconded by:	Terri Yumae			
Comments/Discussion/Revisions:				
Final Resolution:	Yeses:	7	Noes:	Abstentions:
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>

**5. Consent Items**

(No vote – moving on to Curriculum Committee)			
<b>5a. General</b>			
There were no items in this section.			
<b>5b. Workload/Class Max</b>			
Course		Workload committee decision	Change
EMS 112	Solano Colleges EMT Program is accredited by Solano County, which follows Title 22. Policy Memorandum 4100 states our program shall assure no more than 10 students are assigned to an instructor or assistant during lab. Therefore, we maintain the class at 20 to makeup the ratio of 10:1.	Not yet met	30 to 20
HSW 001	There are a lot more applied activities in order to increase the skills needed for students to get more practice before they provide culturally responses in the field, therefore a reduction in class size is required in order to provide a more tailored approach and provide feedback consistently-instructor to student and student. This size would also mirror the other class students often take as a cohort. Finally, class sizes are very limiting to offer such a large course which is not all lecture and one sided like outdated models of instruction.	Not yet met	50 to 35

**6. Comments from the Public**

<i>Three minutes are allotted per person **</i>	
Name	Comments
There were no comments from the public	

**7. Information Items**

<i>No Action Required</i>	

**8. Action Items**

Change language in Catalog, COR, and Class Finder for Course Advisory to “(suggested preparation, not required):” to help remove confusion for students.					
Clearer, student friendly, language will prevent students from taking the course (or preparation) if they already possess the needed skills.					
Motion:	Ginger Cain				
Seconded by:	Doug Green				
Comments/Discussion/Revisions:	This was approved pending feedback from Academic Senate. Sarah will take this Senate on October 7.				
Final Resolution:	Yeses:	7	Noes:		Abstentions:
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>	

**9. American Sign Language**

<b>Rationale for proposals a:</b>					
Update courses for articulation					
Gwen Gallagher added history about deaf culture in course description and updated course content by adding cultural heritage and identity to retain GE approval. The committee word smithed SLOs to match SLO language and ensure they are assessable through an assignment or task. Gwen agreed to the changes. Committee will ask Andrew to review. Updated DE and specifications in ASL004.					
Motion on a:	Ginger Cain				N/A <input type="checkbox"/>
Seconded by:	Doug Green				
Comments/Discussion/Revisions:					
Final Resolution:	Yeses:	8	Noes:		Abstentions:
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>	

**9a. Course Modification**

		notes
ASL002	American Sign Language 2	
ASL003	American Sign Language 3	
ASL004	American Sign Language 4	

## 10. Criminal Justice

Rationale for proposals a:					
Update requisite for C-ID. CJ002: added CJ001 as a prerequisite and updated DE CJ056: Reduced class size for following reasons: better teacher/student relationships, more engagement and student participation, more individualized instruction, more collaboration between students, teachers can identify issues/learning gaps and provide additional assistance. This was approved by the Workload Committee.					
Motion on a:	Doug Green				N/A <input type="checkbox"/>
Seconded by:	Ginger Cain				
Comments/Discussion/ Revisions:					
Final Resolution:	Yeses:	8	Noes:		Abstentions:
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>		

### 10a. Course Modification

		notes
CJ002	Concepts of Criminal Law	
CJ056	Juvenile Procedures	Class Max change from 65 to 40

# 11. Biology

Rationale for proposals a:						
Curriculum Review						
Faculty was not present to address these courses or verify that the updates identified in Tech Review were completed. It appears that needed updates have not been made.						
Motion on a-c:	Ashlie Lawson motioned to table all items					N/A <input type="checkbox"/>
Seconded by:	Doug Green					
Comments/Discussion/Revisions:						
Final Resolution:	Yeses:	8	Noes:		Abstentions:	
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

## 11a. Curriculum Review

		Last offered	Notes
BIO 002	Cell and Molecular Biology	2024 Fall	
BIO 003	Evolution, Ecology & Biodiversity	2024 Fall	
BIO 004	Human Anatomy	2024 Fall	
BIO 005	Human Physiology	2024 Fall	
BIO 012	Environmental Science	2024 Fall	
BIO 012L	Environmental Science Laboratory	2024 Fall	
BIO 014	Principles of Microbiology	2024 Fall	
BIO 015	Introduction to Biology	2024 Fall	
BIO 016	Introduction to Human Biology	2024 Fall	Need to review course description "not open for credit..."
BIO 016L	Human Biology Laboratory	2024 Fall	Need to review course description "not open for credit..."
BIO 018	Biology of Sex	Canceled Fall 22, Ran Fall 21	
BIO 019	Marine Biology	Canceled Fall 19, Ran Spring 16	Unsure of intention to offer this class. Need to review for DE
BIO 020	Infectious Disease, Plagues, and Public Health	Canceled Spring 24, Ran Spring 2020	Intention is to start offering again next Spring. Need to review for DE
BIO 025	Human Genetics	2024 Fall	
BIO 049	Biology Honors	2024 Fall	Per J Ryan there will be no DE/online. This is on campus, Lab Only
BIO 099	Biology Honors: Dissection	2024 Fall	Per J Ryan there will be no DE/online. This is on campus, Lab Only
BIO 101	How To Study Science	2024 Fall	

BIO 160	Review of Scientific Principles of Pre-Nursing	2023 sum	
---------	--	----------	--

**11b. Curriculum Review -Program**

	Notes
Biology AS-T	
Biology AS	

**11c. New Course**

	Notes
BIO 021 Entomology	

## 12. Philosophy

Rationale for proposals a:						
Curriculum Review						
These courses were examined in last Tech Review and recommended for approval by Curriculum Committee. Faculty was not present.						
Motion on a:	Ginger Cain					N/A <input type="checkbox"/>
Seconded by:	Ashlie Lawson					
Comments/Discussion/ Revisions:						
Final Resolution:	Yeses:	8	Noes:		Abstentions:	
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>			

### 12a. Curriculum Review

		notes
PHIL001	Introduction to Critical Thinking and Reasoning	2024 Fall
PHIL003	Introduction to Philosophy	2024 Fall
PHIL006	Introduction to Political Philosophy	2024 Spr
PHIL400	Bioethics	2024 Fall

## 13. Engineering

Rationale for proposals a:						
Curriculum Review						
Melanie Lutz was present for last Tech Review when Items 13-16 were reviewed. Tech Review recommended all items be forwarded to Curriculum for approval.						
Committee will look at MATH026 which is identical to ENG026.						
Motion on a-b:	Ginger Cain moved to approve items 13-16 together					N/A <input type="checkbox"/>
Seconded by:	Ashlie Lawson					
Comments/Discussion/Revisions:						
Final Resolution:	Yeses:	8	Noes:		Abstentions:	
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

### 13a. Curriculum Review

		Last offered	Notes
ENGR001	Introduction to Engineering	2024 Fall	
ENGR003	Introduction to Ethics in Engineering	2024 Spring	
ENGR007	Python Programming for Scientists and Engineers	2024 Fall	
ENGR008	Data Science with Python for Scientists and Engineers	--	
ENGR010	Machine Learning with Python for Scientists and Engineers	--	
ENGR011	Deep Learning with Python for Scientists and Engineers	--	
ENGR012	Discrete Mathematics for Scientists and Engineers	Cancelled Fall 24	
ENGR014	Introduction to Statistical Programming in R for Scientists and Engineers	Cancelled Summer 24 and Spring 23	
ENGR018	Computer Vision for Scientists and Engineers	--	
ENGR026	Mathematics and Engineering Problem Solving Using Matlab	Summer 24	
ENGR030	Engineering Mechanics: Statics	2024 Fall	
ENGR045	Properties of Materials	2024 Fall	

### 13b. Curriculum Review - Program

		Notes
Engineering AS		
Data Science Cert/AS-T		



# 14. Physics

Rationale for proposals a:					
Curriculum Review In the course descriptions of PHYS 006, 007 & 008, instead “physics”, it was recommended the course descriptions state “PHYS” to match the subject abbreviation which is the format throughout the catalog. It was decided to keep as-is. There were no significant changes in the programs.					
Motion on a-b:	APPROVED WITH ITEM 13				N/A <input type="checkbox"/>
Seconded by:					
Comments/Discussion/Revisions:					
Final Resolution:	Yeses:	8	Noes:		Abstentions:
Motion Passed:	Yes: <input checked="" type="checkbox"/>		No: <input type="checkbox"/>		

## 14a. Curriculum Review

		Last offered	Notes
PHYS002	General Physics (Non-calculus)	2024 Fall	
PHYS004	General Physics (Non-calculus)	2024 Fall	
PHYS006	Physics for Science and Engineering	2024 Fall	
PHYS007	Physics for Science and Engineering	2024 Fall	
PHYS008	Physics for Science and Engineering	2024 Spring	
PHYS010	Descriptive Physics	2024 Fall	

## 14b. Curriculum Review - Program

		Notes
Physics AS		
Physics AS-T		
Physics UCTP		

# 15. Physical Science

Rationale for proposals a:						
Curriculum Review						
These classes fill. There are no prerequisites. Courses are relevant.						
Motion on a-b:	APPROVED WITH ITEM 13					N/A <input type="checkbox"/>
Seconded by:						
Comments/Discussion/Revisions:						
Final Resolution:	Yeses:	8	Noes:		Abstentions:	
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

## 15a. Curriculum Review

		Last offered	Notes
PHSC012	Introduction to Principles of Physical Science	2024 Fall	
PHSC013	Weather and Climate	2024 Fall	
PHSC014	Atmospheric Science Laboratory	2024 Fall	
PHSC015	Global Climate Change	2024 Spring	
PHSC016	Natural Disasters	2024 Spring	

## 15b. Curriculum Review - Program

		Notes
Physical Science AS		0 completers

## 16. Astronomy

Rationale for proposals a:						
Curriculum Review						
There were no changes to the program						
Motion on a-b:	APPROVED WITH ITEM 13					N/A <input type="checkbox"/>
Seconded by:						
Comments/Discussion/ Revisions:						
Final Resolution:	Yeses:	8	Noes:		Abstentions:	
Motion Passed:	Yes:	<input checked="" type="checkbox"/>	No:	<input type="checkbox"/>		

### 16a. Curriculum Review

		Last offered	Notes
ASTR010	General Astronomy	2024 Fall	
ASTR020	Astronomy Laboratory	2024 Fall	
ASTR030	The Solar System	2024 Spr	
ASTR040	Stars, Galaxies, and Cosmology	2024 Fall	
ASTR045	Introduction to Astrobiology and the Search for Life in the Universe	2024 Spr	
ASTR049	Astronomy Honors	--	Course has never been offered
ASTR050	Astronomical Optics	2019 Spr	

### 16b. Curriculum Review - Program

		Notes
Astronomy AS		1 completer

- |  |  |
|--|--|
| <p><b>I. Report from Articulation Officer, Ashlie Lawson</b></p>           | <p>There were no items in this section.</p>  |
| <p><b>II. Report from Assessment Coordinator, Andrew Wesley</b></p>        | <p>There were no items in this section.</p>  |
| <p><b>III. Report from Distance Education, Laura Maghoney</b></p>          | <p>There were no items in this section.</p>  |
| <p><b>V. Report from Curriculum Analyst, Lisa Abbott</b></p>               | <p>Upcoming workshops had to be switched to committee meetings: October 29 will be Tech Review and November 5 will be Curriculum.</p> <p>Workshop on Oct 22 will likely be common course numbering.</p>  |
| <p><b>VII. Report from VP of Academic Affairs, David Williams</b></p>      | <p>There are no items in this section.</p>   |
| <p><b>VIII. Report from Curriculum Committee Chair, Sarah Barsness</b></p> | <p>Brief brainstorming on faculty prioritization</p> <p>Should curriculum have input in faculty prioritization? Things come up in Curriculum, Program Review, and Assessment that could aid in the faculty prioritization process.</p> <p>We oversee curriculum that instructors are writing. Are there other courses/programs we should be offering to students. Is there a need from industry (employment)? Is there a need (not industry related)?</p> <p>Areas with no fulltime sponsor may be at a disadvantage due to lack of data (qualitative/quantitative).</p> <p>Program review, assessment, and curriculum review need to be more integrated. We need to track how many are completing degrees. Close the loop by looking at assessment, evaluating program, and making necessary adjustments in curriculum (add courses, delete courses, modify programs). Statewide issue that they are viewed as separate pieces. Andrew, LaNae and Sarah will do presentation at the next flex.</p> <p>Is it possible to have a synopsis of program reviews to share with curriculum? Faculty should present Program Review to Curriculum Committee.</p> |

We keep creating courses and programs but lack of faculty to teach them.

Updates need to go into Guided Pathways

**IX. Other**

There were no items in this section.

**X. Open Discussion**

There were no items in this section.

**XI. Adjournment**

Doug Green moved to adjourn. Seconded by Ginger Cain. The meeting adjourned at 2:26PM.

**ALL MEETINGS WILL BE HELD STARTING AT 1:00 PM ON ZOOM UNLESS OTHERWISE NOTED**

*\*\*Under the Bagley-Keene Act, a body does not have to listen to comments on matters that are not on the agenda or that were already considered in a public meeting where there was an opportunity to comment. Cal. Gov't Code § 11125.7(a).*

*Under the Brown Act, the public is entitled to comment on any matter within the subject matter jurisdiction of the legislative body, as well as any agenda item. Cal. Gov't Code § 54954.3(a). See Galbiso v. Orosi Pub. Util. Dist., 167 Cal. App. 4th 1063, 1080, 84 Cal. Rptr. 3d 788 (2008). Under the Brown Act, the legislative body does not have to listen to comments on items that are not within its subject matter jurisdiction. 78 Ops. Cal. Att'y Gen. 224 (1995). And, as under the Bagley-Keene Act, a legislative body under the Brown Act does not have to listen to comments on items that were already considered in a public meeting where there was an opportunity to comment. Cal. Gov't Code § 54954.3(a).*

*An agency may limit public comment on items described in the agenda to the time when those items are being considered. Olson v. Hornbrook Cmty. Servs. Dist., 33 Cal. App. 5th 502, 528, 245 Cal. Rptr. 3d 236 (March 26, 2019).*

*In addition, under both Acts, the body may adopt reasonable regulations to ensure that the above provisions are carried out, including but not limited to regulations limiting the total amount of time allocated to each individual speaker for public testimony or comment on particular issues. Cal. Gov't Code §§ 11125.7(b) (Bagley-Keene Act); 54954.3(b) (Brown Act). A legislative body of a local agency may regulate the time, place and manner for speech to ensure orderly discussion. Baca v. Moreno Valley Unified Sch. Dist., 936 F. Supp. 719 (C.D. Cal. 1996) (Brown Act); see, e.g., Ribakoff v. City of Long Beach, 27 Cal. App. 5th 150, 177, 238 Cal. Rptr. 3d 81 (2018) (rejecting plaintiff's First Amendment facial and as applied challenge to board's rule limiting public comment to three minutes); Olson, 33 Cal. App. 5th at 528 (holding limitation on public comment on agenda items to when those items are being considered was not an unreasonable regulation).*