Minutes of the
MEETING OF THE FACULTY SENATE
May 9, 2011

APPROVED

PRESENT:	Bruce Bishop, Monika Brannick, Melinda Carrillo, Haydn Davis, Katy French, Erin Hartensveld, Barb Kelber, Greg Larson, Teresa Laughlin, Jackie Martin-Klement, Pam McDonough, Christina Moore, Linda Morrow, Wendy Nelson, Patrick O'Brien, Lillian Payn, Perry Snyder, Fari Towfiq
ABSENT:	Jenny Fererro, Marty Furch, Lori Graham, Richard Hishmeh, Diane Studinka
GUESTS:	Marlita Donan
CALL TO ORDER:	The meeting was called to order by the President, Monika Brannick, at 2:00 p.m., in Room SU-30.
Welcome:	The Senate welcomed new Senators, Christina Moore, part-time faculty member from the Economics, History, and Political Sciences department, Greg Larson, who will serve as Curriculum Co-chair beginning in the fall, and Lillian Payn, the recently elected Academic Technology Coordinator.
Election of Officers:	Monika Brannick indicated that the first order of the day will be to elect the Faculty Senate Vice President and Secretary.
	Fari Towfiq was nominated for Faculty Senate Vice President and accepted the nomination. No other nominations were made.
	By acclamation, Fari Towfiq was elected to the position of Faculty Senate Vice President.
	Melinda Carrillo was nominated for Faculty Senate Secretary and accepted the nomination. No other nominations were made.
	By acclamation, Melinda Carrillo was elected to the position of Faculty Senate Secretary.
Approval of Minutes:	
Motion 1	MSC Hartensveld, Nelson: Faculty Senate approval of the minutes of May 2, 2011, as amended. The motion carried.
Public Comments:	There were no public comments.
Announcements:	Wendy Nelson announced that the first Palomar College student magazine, *Impact*, will be released on Tuesday, May 10. The magazine was produced by a new class offered through the Communications department.
	Senators also congratulated members of the Communications department on their recent Journalism awards.

Committee
Appointments:

Motion 2   MSC O'Brien, Laughlin: Faculty Senate approval of the following committee
                  appointments:

                  Faculty Service Area Review Committee
                  (11-13) Languages and Literature
                  Lee Chen, ESL

                  Government Affair Committee
                  (11-13)
                  Lawrence Lawson/ESL, Languages & Literature

                  Instructional Planning Council
                  (11-13) Languages and Literature
                  Rocco Versaci, English

                  Learning Outcomes Council
                  (11-13) Counseling
                  Rebecca Barr

                  (11-13) at-large
                  Monika Brannick, Mathematics, MNHS

                  Matriculation and Transfer Committee
                  (11-13) Counseling
                  Tim Hernandez

                  Personnel Standards and Practices Committee
                  (10-12)
                  Julie Van Houten/Nursing Education, MNHS

                  Sabbatical Leave Committee
                  (11-14) Career, Technical and Extended Education
                  Cristina Tejeda/Design and Consumer Education

                  Student Program Eligibility Appeals Committee
                  (11-13) EOP&S counselor appointed by Faculty Senate
                  Trong Nguyen

                  Professional Development Advisory Board
                  (11-13) Library
                  Linda Morrow

                  The motion carried.

Motion 3   MSC Hartensveld, Kelber: Faculty Senate acceptance of the ballot for the following
                  committee appointments:

International Students Advisory Committee
(11-13) One faculty member at large
Linda McCarthy/Communications, AMBCS

Professional Procedures Committee
(11-13)
Jon Panish/English, Languages and Literature

The motion carried

TERB Coordinator
Appointment:

Senators reviewed a letter of consideration for the position of Tenure & Evaluations Review Board Coordinator.

By acclamation, Faculty Senators appointed Barb Neault Kelber to the position of Tenure & Evaluations Review Coordinator.

Emeritus:

Monika Brannick indicated that faculty member David Forsyth, Business Administration Department, has retired. He served Palomar College for 30 years.

Motion 4

MSC Laughlin, Kelber: Faculty Senate affirmation of the Emeritus Status of David Forsyth. The motion carried.

Curriculum:

Senators received copies of the following Curriculum items via email:

PALOMAR COLLEGE CURRICULUM COMMITTEE ACTION ITEMS
Wednesday, May 4, 2011
Room SU-30 at 3:00 pm

I. ACTION ITEMS
Details of all program and course proposals can be viewed at: *http://www.curricunet.com/palomar*
● Select Track, All Proposals.
● From the list of pending proposals, select the Check Status button for the program or course you wish to view.
● Select the Pencil Icon in order to navigate through the various pages of the proposal, or
● Select the "COR" or "WR" Icon to view the Course Outline of Record or Program Report, or
● Select the "CC" Icon to view a report that displays proposed changes for the course outline of record or program
● Select the "CR" Icon to view a report that displays ALL proposed changes for the course

To view Packages:
● Select Packages under Create/Edit Proposals, then select the Pencil Icon to see individual proposals included in the Package. Various Icons will be accessible for creating Reports or viewing the pages of each proposal.

II. CONSENT CALENDAR
There will be no separate discussion of these items unless a Curriculum Committee member or guest requests that a particular item be removed from the Consent Calendar. Items so removed will be considered separately. All matters remaining under Consent Calendar are considered to be routine and will be approved by one motion.

The following curricular changes, pending appropriate approvals, will be effective FALL 2011:

A. **Credit Course/Program Packages**
1. There are no Credit Course/Program Packages for this agenda.

B. **Non-Credit Course/Program Packages**
2. There are no Noncredit Course/Program Packages for this agenda.

C. **New Programs**
1. There are no new Programs for this agenda.

D. **New Vocational Programs**
1. There are no new Vocational Programs for this agenda.

E. **Program Reactivations**
1. There are no Program Reactivations for this agenda.

F. **Vocational Program Reactivations**
1. There are no Vocational Program Reactivations for this agenda.

G. **Program Changes**
1. There are no Program Changes for this agenda.

H. **Vocational Program Changes**

1. Program Title: Fine Art Photography
Discipline: Photography (PHOT)
Award Type: Certificate of Proficiency
Total Units: 14.00
Increased unit value of PHOT 209, added option to take PHOT 215 or 216 instead of both, reduced total units.
Donna Cosentino

I. **Program Deactivations**
1. There are no Program Deactivations for this agenda.

J. **Vocational Program Deactivations**
1. There are no Vocational Program Deactivations for this agenda.

K. **Credit Courses – New**
1. There are no New Credit Courses for this agenda.

L. **Credit Courses – Changes**

1. Course Number and Title: BUS 188 Voice Recognition
Discipline: Business Education (BUS)
Transfer Acceptability: CSU
Distance Learning Offering(s): Online
Repeatability: May be taken 4 times.
Removed L/L component and hours, added LEC component and hours, added LAB component and hours, updated catalog description, methods of instruction, textbooks, required reading, suggested reading, methods of assessment and title 5 repeatability language, added critical thinking.
Judith L. Dolan

2. Course Number and Title: BUS 190 Internet for Business
Discipline: Business Education (BUS)
Course Included in the following programs:
       A. E-Marketing, A.A. Degree Major or Certificate of Achievement
Transfer Acceptability: CSU
Distance Learning Offering(s): Telecourse, Online
Repeatability: May be taken 2 times.
Removed L/L component and hours, added LEC component and hours, added LAB component and hours, updated catalog description, objectives, methods of instruction, outline, textbooks, required reading, critical thinking, outside assignments, methods of assessment and title 5 repeatability language.
Judith L. Dolan

3. Course Number and Title: DA 71 Dental Radiography II
Discipline: Dental Assisting (DA)
Prerequisites: DA 50, DA 70, and proof of Hepatitis B Immunization;, or current BLS for Healthcare Providers Certificate
Grading Basis: Grade Only
Removed EME 55 from prerequisite, updated catalog description and objectives.
Denise E. Rudy

4. Course Number and Title: MUS 119 Piano Skills I
Discipline: Music (MUS)
Prerequisites: MUS 117, or the passing of equivalency test
Transfer Acceptability: UC, CSU

Repeatability: May be taken 4 times.
Removed L/L component and hours, added LEC component and hours, added LAB component and hours and updated methods of instruction.
Peter F. Gach

5. Course Number and Title: ZOO 200 Anatomy
Discipline: Zoology (ZOO)
Prerequisites: BIOL 100, or BIOL 101, and BIOL 101L, or BIOL 102, or BIOL 200, or BIOL 105
Associate Degree General Education - B: Natural Sciences
CSU GE Area B: Scientific Inquiry and Quantitative Reasoning - B2: Life Science
CSU GE Area B: Scientific Inquiry and Quantitative Reasoning - B3: Laboratory Activity
IGETC Area 5: Physical and Biological Sciences - 5B: Biological Science
IGETC Area 5: Physical and Biological Sciences - 5C: Laboratory Activity
Transfer Acceptability: UC, CSU
Removed BIOL 106 and 106L as prerequisites.
Ralph E. Ferges

M. **Credit Courses - Reactivations**
1. There are no Credit Course Reactivations for this agenda.

N. **Credit Courses – Deactivations**
1. There are no Credit Course Deactivations for this agenda.

O. **Noncredit Course - New**
1. There are no new noncredit courses for this agenda.

P. **Noncredit Course - Change**
1. There are no noncredit course changes for this agenda

Q. **Noncredit Course - Deactivation**
1. There are no Noncredit Course Deactivations for this agenda.

R. **Distance Learning***
The following courses may be offered as distance learning and meet Title 5 Regulations 55200-55210, effective Fall 2011:

Catalog Subject/Number	Distance Learning Offering (s)
BUS 188	Online
BUS 190	Telecourse, Online

*underline indicates new, ~~strikethrough~~ indicates deletion, plain text indicates no change

S. **Requisites and Advisories***
The establishment of the following advisories meets Title 5 Regulation 55003, effective Fall 2011:

Catalog Number	Type	Description	Proposal Type
DA 71	Prerequisite	DA 50, DA 70, and proof of Hepatitis B Immunization; ~~and EME~~ 55 or current BLS for Healthcare Providers Certificate	Change
MUS 119	Prerequisite	MUS 117, or the passing of equivalency test	Change
ZOO 200	Prerequisite	BIOL 100, or BIOL 101, and BIOL 101L, or BIOL 102, or BIOL 200, or BIOL 105 or ~~BIOL 106 and BIOL~~ 106L	Change

*underline indicates new, ~~strikethrough~~ indicates deletion, plain text indicates no change

VII. RESUMPTION OF REGULAR AGENDA

A. **TECHNICAL CORRECTIONS**

1. The **Psychology Transfer Model Curriculum** approved at the February 16 Curriculum Committee meeting has had a change moving **BIOL 105** from **List C** to **List A**. The total unit value has changed from **20-21** units to **20** units. The change was made in order to more closely meet the model.

Program Requirements

PSYC 100	Introduction to Psychology	3
PSYC 205 /SOC 205	Statistics for the Behavioral Sciences	3

PSYC 230	Research Methods in Psychology	4
List A (Select 1 course)		
BIOL 100	General Biology 4	
BIOL 105	Biology with a Human Emphasis	4
PSYC 210	Physiological Psychology 4	
List B (Select 1 course)		
PSYC 110	Developmental Psychology - Child Through Adult	3
PSYC 120 /SOC 120	Social Psychology	3
PSYC 225	Psychology of Abnormal Behavior	3
PSYC 235	Principles of Learning and Behavior Modification	3
List C (Select 1 course)		
BIOL 105	Biology with a Human Emphasis	4
PSYC 105 /SOC 105	Marriage, Family and Intimate Relationships	3
PSYC 115	The Psychology of Personal Growth and Development	3
PSYC 125 /SOC 125	Human Sexuality	3
	Total units	**20.0 — 21.00**

2. The prerequisite for **DA 57** should read: "Admission to the Registered Dental Assisting Program."

3. **DA 70** was approved by Curriculum Committee on November 3, 2010. The prerequisite should read: "Admission to the Registered Dental Assisting Program." The course description should be updated as follows:

Theory and technique of oral radiography, radiation hygiene, anatomical landmarks, and methods and materials for processing radiographs using film and dental radiography. The laboratory portion will provide the student with knowledge concerning film and digital sensor placement, cone angulation, exposing and developing radiographs, and mounting and evaluating processed films and digital radiographs.

4. **DA 85** was approved by the Curriculum Committee on March 2, 2011. The prerequisite should read: "A minimum grade of 'C' in DA 50, 60 and 75, and proof of Hepatitis B Immunization; or and current BLS for Healthcare Providers Certificate." The course description should be updated as follows:

Advanced laboratory and clinical experience focusing on basic skills previously learned. Emphasis is placed on 1) clinical use of impression materials for obtaining study models, 2) pouring and trimming plaster and stone models, 3) fabrication of custom trays for preliminary impressions, 4) fabrication of provisional restorations and 5) advanced prosthodontic and orthodontic instruction.

5. **DA 90** was approved by the Curriculum Committee on March 2, 2011. The prerequisite should read: A minimum grade of 'C' in DA 50 and 75, and proof of Hepatitis B Immunization; or and current BLS for Healthcare Providers Certificate."

6. **DNCE 116** was approved by the Curriculum Committee on March 2, 2011. The course description should be updated as follows:

Continued study of ballet techniques, principles, and terminology. Intermediate /beginning level with emphasis on combinations and an enlarged vocabulary of steps and terms.

7. **DNCE 137** was approved by the Curriculum Committee on February 16, 2011. The course description should be updated as follows:

Drum, percussion and song classes in the traditions of Escola de Samba from Rio de Janeiro, Brazil and Afro-Cuban traditions, Rumba, Congo, makuta Makuta from Cuba. Develop ability to work as part of a drum ensemble.

8. **DNCE 138** was approved by the Curriculum Committee on February 16, 2011. The course description should be updated as follows:

Intermediate level drum, percussion and song classes in the traditions of Escola de Samba from Rio de Janeiro, Brazil and Afro-Cuban traditions, Rumba, Congo, makuta Makuta from Cuba. Develop ability to work as part of a drum ensemble.

9. **DNCE 205** was approved by the Curriculum Committee on March 2, 2011. The course description should be updated as follows:

Advanced Intermediate dance technique with emphasis on performance skills.

10. **DNCE 210** was approved by the Curriculum Committee on March 2, 2011. The course description should be updated as follows:

Ballet techniques, principles, and terminology at the intermediate advanced level with emphasis on line, phrasing, endurance, and progressively difficult steps and combinations.

11. **DNCE 254** was approved by the Curriculum Committee on February 16, 2011. The course description should be updated as follows:

Through lecture, demonstration and movement participation students will study advanced level Capoeira.

12. **DNCE 123** was approved as a **deactivation** at the March 16 Curriculum Committee meeting. This course is cross-listed with **MUS, ART** and **TA**. Therefore, **MUS 123**, **ART 123** and **TA 123** will also be **deactivated**.

B. **INFORMATION**
1. Status Of Course Outline Reviews

The following courses have completed the course outline review process between March 31, 2011 and April 28, 2011 and are effective Fall 2011.

AIS   105   History of Native American Arts

2. Technical Updates – Courses

The technical updates listed below are effective Fall 2011 and have been made in the 2011-12 College Catalog. Some have been made in Curricunet. For others, we are still creating a technical update process for courses in Curicunet. They will be completed during the summer.

COURSE	DESCRIPTION OF UPDATE
ART 197F	LECTURE/LAB OPTION REMOVED FROM THIS TOPIC COURSE
ART 197G	LECTURE/LAB OPTION REMOVED FROM THIS TOPIC COURSE
ART 197H	LECTURE/LAB OPTION REMOVED FROM THIS TOPIC COURSE
CSIT 121	REMOVE ROP CROSS LIST IN PREREQUISITE
CSWB 120	REMOVE ROP CROSS LIST IN RECOMMENDED PREPARATION
CSWB 130	REMOVE ROP CROSS LIST IN RECOMMENDED PREPARATION
CSWB 150	REMOVE ROP CROSS LIST IN RECOMMENDED PREPARATION
CSWB 210	REMOVE ROP CROSS LIST IN PREREQUISITE
DNCE 145	UPDATE COURSE NUMBER OF CO-REQUISITE FROM DNCE 197K TO DNCE 280
DNCE 146	UPDATE COURSE NUMBER OF CO-REQUISITE FROM DNCE 197K TO DNCE 280
GCIP 222	REMOVE ROP CROSS LIST IN PREREQUISITE
GCIP 240	REMOVE ROP CROSS LIST IN PREREQUISITE
GCIP 255	REMOVE ROP CROSS LIST IN PREREQUISITE
GCIP 197B	LECTURE/LAB OPTION REMOVED FROM THIS TOPIC COURSE
GCMW 220	REMOVE ROP CROSS LIST IN RECOMMENDED PREPARATION
OIS 210	REMOVE PLS CROSS LIST IN RECOMMENDED PREPARATION
PHOT 230	REMOVE ROP CROSS LIST IN PREREQUISITE
ZOO 145L	REMOVE REFERENCE TO DEACTIVATED 205 AND 205L IN COURSE DESCRIPTION.

3. Technical Updates – Programs

The technical updates listed below have been made in the 2011-12 College Catalog and in Curricunet. Technical updates to programs are necessary when one or more course change impacts a certificate or degree, when a program update is not proposed by a faculty member, and the impact on the certificate or degree is minimal.

DISC	PROGRAM NAME	TECHNICAL UPDATES MADE
ACCT	ACCOUNTING	REMOVE ROP CROSS LIST FROM CSIT 120 IN RECOMMENDED ELECTIVES
ACCT	BOOKKEEPING/ACCOUNTING CLERI	TITLE CHANGE AND UNIT CHANGE IN ACCT 104; MINOR IMPACT ON TOTAL UNITS
AJ	ADMINISTRATION OF JUSTICE-GENERAL	REMOVE DEACTIVATED AJ 72 FROM ELECTIVES; NO IMPACT ON TOTAL UNITS
ARCH	ARCHITECTURAL DRAFTING	REMOVE DEACTIVATED CE 105 FROM ELECTIVES; NO IMPACT ON TOTAL UNITS
ART	PICTORIAL ARTSPRINTMAKING	REMOVE DEACTIVATED ART 130 AND ART 131 FROM PROGRAM REQUIREMENTS; REDUCE TOTAL UNITS FROM 39 TO 33
ART	PICTORIAL ARTS-PAINTING	REMOVE DEACTIVATED ART 130 AND ART 131 FROM ELECTIVES; NO IMPACT ON TOTAL UNITS
ART	THREE DIMENSIONAL ARTSCRAFTS	CHANGE UNITS FOR PHOT 100 FROM 3.5 TO 3 IN ELECTIVES; NO IMPACT ON TOTAL UNITS
ART	THREE-DIMENSIONAL ARTSCERAMIC	CHANGE UNITS FOR PHOT 100 FROM 3.5 TO 3 IN ELECTIVES; NO IMPACT ON TOTAL UNITS
ART	THREE-DIMENSIONAL ARTSGLASS	REMOVE DEACTIVATED ART 276 AND ART 277 FROM ELECTIVES; NO IMPACT ON TOTAL UNITS
ARTD	GRAPHIC DESIGN	CHANGE UNITS FOR PHOT 100 FROM 3.5 TO 3; MINOR IMPACT ON TOTAL UNITS
ARTI	ILLUSTRATION	CHANGE UNITS IN ART 197B AND PHOT 100 IN ELECTIVES; NO IMPACT ON TOTAL UNITS

AT	ELECTRONIC TUNE-UP AND COMPUTER CONTROL SYSTEMS	REMOVE DEACTIVATED AT 145
BIOL	BIOLOGYPREPROFESSIONAL	REMOVE DEACTIVATED BIOL 215 FROM RECOMMENDED ELECTIVES; NO IMPACT ON L TOTAL UNITS
BMGT	BUSINESS MANAGEMENT	UPDATE TITLE AND UNITS OF ACCT 104; 1 UNIT INCREASE TO TOTAL UNITS
BUS	ADVERTISING, MARKETING AND MERCHANISING	TITLE CHANGE AND UNIT INCREASE TO ACCT 104; REMOVE ROP CROSS LIST FROM CSIT 120; 1 UNIT INCREASE TO TOTAL UNITS
BUS	BUSINESS ADMINISTRATION	TITLE CHANGE AND UNIT INCREASE TO ACCT 104; REMOVE ROP CROSS LIST FROM CSIT 120; 1 UNIT INCREASE TO TOTAL UNITS
BUS	BUSINESS-GENERAL	TITLE CHANGE AND UNIT INCREASE TO ACCT 104; REMOVE ROP CROSS LIST FROM CSIT 120; 1 UNIT INCREASE TO TOTAL UNITS
BUS	E-BUSINESS TITLE	CHANGE TO GCMW 217; REMOVE DEACTIVATED GCMW 218; REFLECT COURSE NUMBER CHANGES FOR GCIP/GCMW 290, 291, 292 TO 190, 191, 192
BUS	INTERNET-BUSINESS EDUCATION EMPHASIS	REMOVE ROP CROSS LIST FROM CSWB 110 AND GCMW 102; NO IMPACT ON TOTAL UNITS
CFT	CABINETMAKING AND FURNITURE DESIGN	CHANGE UNIT RANGES IN CFT 100, 105, 110, 111, 141, 142, 144, 145, 150, 153, 163, 164, 169, 187, 189; TITLE CHANGES TO CFT 150, 165, 167, 175; ADJUST TOTAL UNITS
CFT	FURNITURE MAKING	CHANGE UNIT RANGES IN CFT 100, 105, 110, 111, 153, 187, 141, 142, 144, 145, 148, 169, 189; TITLE CHANGES TO CFT 165, 167, 175; ADJUST TOTAL UNITS
CSCI	COMPUTER SCIENCE	TITLE UPDATE TO CSCI 275
CSCI	MAC PROGRAMMING	TITLE UPDATE TO CSCI 275
CSIT	INFORMATION TECHNOLOGY	REMOVE ROP CROSS LIST FROM CSIT 120 AND CSWB 110
CSWB	WEB DEVELOPER WITH EMPHASIS IN JAVA/OPEN SOURCE	REMOVE ROP CROSS LIST FROM CSWB 110
CSWB	WEB DEVELOPER WITH EMPHASIS IN WINDOWS	REMOVE ROP CROSS LIST FROM CSWB 110
CSWB	WEB SERVER ADMINISTRATOR WITH EMPHASIS IN LINUX	UPDATE TITLE OF GCMW 217
CSWB	WEB SERVER ADMINISTRATOR WITH EMPHASIS IN WINDOWS	REMOVE ROP CROSS LISTING FROM CSWB 110; TITLE CHANGE TO GCMW 217; REMOVE DEACTIVATED CSWB 290
COUN	UNIVERSITY STUDIES	ALL APPROPRIATE COURSE ADDITIONS, REMOVALS, AND UPDATES
COUN	GENERAL STUDIES	ALL APPROPRIATE COURSE ADDITIONS, REMOVALS, AND UPDATES
DA	REGISTERED DENTAL ASSISTING	1-UNIT INCREASE TO DA 85; 1-UNIT INCREASE TO TOTAL UNITS
DT	COMPUTER ASSISTED DRAFTING	REMOVE DEACTIVATED DT 196A AND CE 105 FROM ELECTIVE GROUP; NO IMPACT ON TOTAL UNITS
DT	DRAFTING TECHNOLOGY MULTIMEDIA	REMOVE DEACTIVATED DT 196A AND CE 105

		FROM ELECTIVE GROUP; REMOVE ROP CROSS LIST FROM CSIT 120, GCIP 140 AND GCMW 101; NO IMPACT ON TOTAL UNITS
DT	ELECTRO-MECHANICAL DRAFTING AND DESIGN	REMOVE DEACTIVATED DT 196A AND REMOVE ROP CROSS LIST FROM CSIT 120; NO IMPACT ON TOTAL UNITS
FASH	FASHION DESIGN/TECHNICAL	DECREASE UNIT VALUE OF FASH 145; UPDATED TOTAL UNITS
GCIP	DIGITAL ARTS	REMOVE ROP CROSS LIST FROM GCIP 140
GCIP	DIGITAL IMAGING	REMOVE ROP CROSS LIST FROM GCIP 140; REDUCE UNITS OF PHOT 100; REDUCE TOTAL UNITS BY ½ UNIT
GCIP	ELECTRONIC PUBLISHER	REMOVE ROP CROSS LIST FROM GCIP 140, GCIP 149, GCIP 152; UPDATE TITLE OF GCIP 105 AND GCIP 152; NO IMPACT ON TOTAL UNITS
GCIP	GRAPHIC COMMUNICATIONS	EMPHASIS IN ELECTRONIC PUBLISHIING REMOVE ROP CROSS LIST FROM GCIP 140, GCIP 149, GCIP 152, GCIP 260, GCIP 249, GCMW 102; UPDATE TITLE OF GCIP 105, GCIP 152, AND GCIP 252; REDUCE UNITS ON PHOT 100; NO IMPACT ON TOTAL UNITS. CORRECT PROGRAM DESCRIPTION TO SAY 23 UNITS OF PROGRAM REQUIREMENTS, RATHER THAN 19 UNITS.
GCIP	GRAPHIC COMMUNICATIONS EMPHASIS IN MANAGEMENT	REMOVE ROP CROSS LIST FROM GCIP 140, GCIP 149 AND GCIP 249; UPDATE TITLE OF GCIP 105; NO IMPACT ON TOTAL UNITS; CORRECT PROGRAM DESCRIPTION TO SAY 23 UNITS OF PROGRAM REQUIREMENTS, RATHER THAN 19 UNITS.
GCIP	GRAPHIC COMMUNICATIONS EMPHASIS IN PRODUCTION	REMOVE ROP CROSS LIST IN GCIP 140, GCIP 149, GCIP 152; UPDATE TITLE OF GCIP 105, DECREASE UNIT VALUE OF PHOT 100 IN ELECTIVE GROUP; NO IMPACT ON TOTAL UNITS. CORRECT DESCRIPTION TO SAY 23 UNITS OF PROGRAM REQUIREMENTS, RATHER THAN 19 UNITS.
GCIP	SCREEN PRINTER	REMOVE ROP CROSS LIST FROM GCIP 172
GCIP	SCREEN PRINTING	REMOVE ROP CROSS LIST FROM GCIP 140, GCIP 152, GCIP 172; UPDATE TITLES OF GCIP 105 AND GCIP 252; NO IMPACT ON TOTAL UNITS
GCMW	DIGITAL VIDEO	REMOVE ROP CROSS LISTING FROM GCIP 140 AND GCIP 152AND GCMW 101; UPDATE TITLE OF GCIP 152; NO IMPACT ON TOTAL UNITS
GCMW	E-COMMERCE DESIGN	CHANGED COURSE NUMBERS FROM GCIP/GCMW 290 AND 291 TO GCIP/GCMW 190 AND 191; UPDATE COURSE TITLES ON GCMW 220 AND GCMW 217; REMOVE DEACTIVATED GCMW 218; NO IMPACT ON TOTAL UNITS
GCMW	INTERACTIVE MEDIA DESIGN--EMPHASIS IN 3D MODELING AND ANIMATION	REMOVE ROP CROSS LISTING FROM GCIP 140 GCMW INTERACTIVE WEB MULTIMEDIA AND AUDIO REMOVE ROP CROSS LIST FROM GCMW 101, GCMW 102, GCIP 140; UPDATE TITLE OF GCMW 221; REMOVE DEACTIVATED GCMW 228; NO IMPACT ON TOTAL UNITS
GCMW	INTERNET-GRAPHIC	

	COMMUNICATION EMPHASIS	REMOVE ROP CROSS LIST FROM CSWB 110 AND GCMW 102; UPDATE TITLES ON GCMW 217 AND GCMW 220; NO IMPACT ON TOTAL UNITS
GCMW	NEW MEDIA COMPOSITING/AUTHORING/ DISTRIBUTION	REMOVE ROP CROSS LIST FROM GCMW 101, GCIP 140, GCIP 152, GCMW 102; UPDATE TITLE OF GCIP 152 AND GCMW 221; REMOVE DEACTIVATED GCMW 228 FROM ELECTIVES; NO IMPACT ON TOTAL UNITS
GCMW	WEB DATA BASE DESIGN	REMOVE DEACTIVATED GCMW 218; UPDATE TITLE OF GCMW 217; UPDATED COURSE NUMBERS OF GCIP/GCMW 290/291/292 TO GCIP/GCMW 190/191/192; NO IMPACT ON TOTAL UNITS
IBUS I	NTERNATIONAL BUSINESS	UPDATE TITLE AND UNITS OF ACCT 104; 1 UNIT INCREASE TO TOTAL UNITS
INS	COMMERCIAL AND PERSONAL IINSURANCE SERVICES	UPDATE TITLE AND UNITS OF ACCT 104; 1 UNIT INCREASE TO TOTAL UNITS
JOUR	JOURNALISM	REMOVE ROP CROSS LIST FROM GCIP 149; UPDATE JOUR/PHOT 140 IN RECOMMENDED ELECTIVES; NO IMPACT OJN TOTAL UNITS
LS L	EGAL STUDIES	REMOVE PLS CROSS LIST FROM LS 110, 121, 170, 190, 240, 290; ADDED LS 261 TO PROGRAM REQUIREMENTS; MOVED PHIL 115 FROM PROGRAM REQUIREMENT TO ELECTIVE; NO CHANGE TO TOTAL UNITS
LS	LEGAL SUPPORT ASSISTANT	REMOVE PLS CROSS LIST FROM LS 110 AND LS 121
LT	LIBRARY TECHNOLOGY	REMOE ROP CROSS LIST FROM CSIT 120; NO IMPACT ON TOTAL UNITS
MUS	MUSIC	UNIT CHANGE FOR DNCE/MUS 137 AND DNCE/MUS 138 IN ELECTIVE LIST; NO CHANGE TO TOTAL UNITS
OIS	ADMINISTRATIVE ASSISTANT	REMOVE ROP CROSS LIST FROM BUS 186; REMOVE DEACTIVATED OIS 230; 1-UNIT DECREASE IN TOTAL UNITS
OIS	INTERNATIONAL ADMINISTRATIVE ASSISTANT	REMOVE ROP CROSS LISTING FROM BUS 186 IN RECOMMENDED ELECTIVES; NO IMPACT ON TOTAL UNITS
OIS	MEDICAL LANGUAGE SPECIALIST	UPDATE MA 55 TO OIS 80; UPDATE MA 56 TO OIS 102 AND UPDATE TITLE; REMOVE DEACTIVATED OIS 102; 2-UNIT REDUCTION IN TOTAL UNITS
OIS	MEDICAL OFFICE MANAGEMENT	REMOVE CSIS CROSS LIST FROM BUS 186 IN RECOMMENDED ELECTIVES
OIS	VIRTUAL ASSISTANT	REMOVE ROP CROSS LISTING FROM BUS 186; NO IMPACT ON TOTAL UNITS
PHOT	COMMERCIAL PHOTOGRAPHY	ADJUST UNITS TO PHOT/JOUR 140, PHOT 209 AND PHOT 220; NO IMPACT ON TOTAL UNITS PHOT PHOTOGRAPHY ADJUST UNITS OF PHOT 100, 105, 220, 209, 212 AND PHOT/JOUR 140; REMOVE DEACTIVATED PHOT 203 FROM ELECTIVE GROUP; REMOVE ROP CROSS LIST FROM GCIP 140; DECREASE TOTAL UNITS BY 3 UNITS
RE	ESCROW	UPDATED TITLE AND UNITS FOR ACCT 104; NO

		IMPACT ON TOTAL UNITS
RE	REAL ESTATE BROKER LICENSE PREPARATION	UPDATED TITLE AND UNITS FOR ACCT 104; NO IMPACT ON TOTAL UNITS
RE	REAL ESTATE SALESPERSON LICENSE PREPARATION	UPDATED TITLE AND UNITS FOR ACCT 104; NO IMPACT ON TOTAL UNITS
TA	ENTERTAINMENT TECHNOLOGY	REDUCE UNITS FROM 3 TO 2 FOR TA 170; NO IMPACT ON TOTAL UNITS
TA	THEATRE ARTS-EMPHASIS IN ACTING	REMOVE DEACTIVATED DNCE 125; NO IMPACT ON TOTAL UNITS
TA	THEATRE-TECHNICAL	REDUCE UNITS FROM 3 TO 2 FOR TA 170; REDUCE UNITS ON CFT 100 IN THE RECOMMENDED ELECTIVES; NO IMPACT ON TOTAL UNITS

4. 2010-2011 Curriculum Activity Summary

	Current Agenda	2010-11 Cumulative
New Courses	0	58
Course Revisions	5	520
Course Deactivations	0	156
Course Reviews (3/31/2011– 4/28/2011)	1	168
New Programs	0	15
Program Revisions	1	66
Program Deactivations	0	17
Total Activity	**7**	**1000**

Motion 5   MSC Laughlin, Hartensveld: Faculty Senate ratification of the Curriculum Committee Consent Calendar dated May 4, 2011. The motion carried.

Motion 6   MSC Laughlin, Hartensveld: Faculty Senate ratification of the technical corrections included in the Curriculum items dated May 4, 2011. The motion carried.

POD Access
Guidelines: Senators were provided electronic copies of the draft document, "Palomar Outcomes Database SLOAC Access and Reporting Guidelines"(Appendix A). Katy French reviewed the document with the Senate and offered a summary of its contents.

She noted that the purpose of the database is to serve as a repository for the district's evidence for completing the SLOAC cycle for courses, programs, degrees, general education, and learning outcomes overall. It will also be useful as a tool for faculty to assess and improve teaching and learning. She provided specific information regarding user access for both full and part-time faculty members, as well as department chairs and authorized administrators. A question and answer period followed.

Motion 7   MS Bishop, Morrow: Faculty Senate approval of the Palomar Outcomes Database SLOAC Access and Reporting Guidelines. A motion was made to postpone approval.

Senate members expressed their thanks to the members of the Learning Outcomes Council for all of their work on the document but expressed their concern with the pressure to meet accreditation standards while trying to act responsibly in protecting faculty, students, and the college. Because legislation at the state level is moving in the direction of performance-based funding, the careful consideration we put into our local

documents will likely be negated by the requirements of legislation and accreditation which will focus on specific data relating to success rates, retention and persistence; eventually, performance-based funding will likely be tied to individual evaluations. The Senate recognizes that we are extremely fortunate in our local situation, as our administrators have supported the faculty's careful approach to data reporting; however, local administration will not be able to resist the tide of growing requirements directed toward performance-based funding. One Senator suggested that the document should not be approved without a clear statement by the senate acknowledging that our access guidelines represent our hope for Palomar College in relation to data reporting, but we have a clear view of what faculty should anticipate for the future.

After further discussion, Senators agreed that the document would more closely represent the Senate's position if support were articulated in the form of a resolution, allowing for wording that includes the concerns stated at today's meeting.

Motion 8

MSC Bishop, Snyder: To postpone approval of the Palomar Outcomes Database SLOAC Access and Reporting Guidelines until the fall semester, at which time a resolution more fully expressive of the Senate's perspective will be attached to the guidelines. The motion carried.

Policies & Procedures:

Monika Brannick indicated that AP 5055, Enrollment Priorities, which was discussed by the Senate last week, was passed by the Strategic Planning Council (SPC) at their last meeting. Barb Kelber reminded Senators of discussion at last week's Senate meeting where concern was expressed that because not all campuses are offering summer school this year, there will be a huge demand for courses, and students from other schools who have filled out applications may have priority over Palomar students if those categories are met. She noted that when members of SPC discussed these matters, the Senate's concerns were addressed, and the application process has closed for the summer.

Kelber added that members of SPC will also be asked to revisit the proposed No Smoking Policy at their next meeting, May 17, and members of the Policies & Procedures Task Force will also review the document at their next meeting, May13. ASG President Channing Shattuck and members of the ASG have expressed their hope that the potential policy change will be looked at by all constituency groups and their feedback will be represented at these final meetings.

Senators discussed the motion passed at the May 7, 2011 Senate meeting, in which senators supported the ASG's efforts to restrict smoking by Palomar College students. Some Senators felt that the position expressed on May 7, restricting smoking by students but allowing faculty and staff members to smoke, was not a reasonable outcome. Senators noted the irony of the position and acknowledged that, in practice, it would be untenable. One senator reminded fellow senators that the motion was offered in response to the student's request for support of their policy initiative, and the context is significant in any consideration of the resulting motion.

It was again noted that there is no enforcement mechanism in California law with regard to smoking, and enforcement continues to be a troubling element of the pending policy change. One senator noted that there is legislation currently being proposed in the state senate that would authorize campus police to write citations for violations in any location where there is a police force on the premises and a Board Policy in place. After further discussion, it was agreed that the Senate, in passing its previous motion on this subject, wished to express its support of the students in their efforts to move toward a "no smoking" campus, but the Senate also recognizes its obligation to represent the interests

of the faculty. If a policy is to be put in place with respect to faculty and staff, it would be appropriate for it to be initiated by the district rather than by students. Other issues need to be resolved, particularly with regard to pending legislation and enforcement, before additional action should be taken on this issue.

Accreditation:	Monika Brannick reminded all of the district's goal to have 100% of SLOs entered into the Palomar Outcomes Database by the end of the semester so that information can be included in the district's follow-up report to ACCJC on June 1. She added that the mid-term report for 2012 is currently being worked on. All 11 recommendations are being addressed, including Palomar's own planning agendas.
President Deegan:	Monika Brannick reported that she and Fari Towfiq attended their bi-monthly meeting with President Deegan last week. She reminded Senators of discussion held at the April 25th Senate meeting on the possible formation of a Faculty Task Force to discuss issues such as the budget, enrollment, and other pending decisions that will have a large impact on community colleges. Senate members agreed, instead, that it would be useful to change the approach to the regular meetings between Deegan and the Faculty Senate President and Vice President. Senators suggested that Brannick and Fari Towfiq could bring topics of concern to the agenda and emphasize the desire of the faculty to be heard and involved in governance and decision-making. Brannick indicated that President Deegan was supportive of the Senate's goal. While he would not agree to include the Senate President and Vice President in the President's Cabinet meetings, he indicated that he would be happy to attend Faculty Senate meetings as requested.
Vice President Cuaron:	Monika Brannick reported on her weekly meeting with Vice President Cuaron, where some of the discussion focused on summer courses. Currently those course offerings have been cut approximately in half, and the district is looking at what to do with the classes being offered at Mt. Carmel. After much discussion, it was agreed that the 15 to 16 classes being offered there during the regular semester will be held in the fall. The other issue discussed was the current staff of one full-time instructor and one person working 45%. Both of those positions will now be 45%.
Joint Senate/PFF Council:	Monika Brannick indicated that members of the Joint Senate/PFF Council will meet toward the end of the summer to discuss the remaining Policies & Procedures.
Academic Technology Committee:	Haydn Davis reported that all the 2010 classes will be removed from the Palomar College server soon, reminding all that the data on Blackboard is stored for one year. An upgrade to the Blackboard system will occur on June 2 and 3, and it will be unavailable for use during those two days. He also reported that current products "Studymate" and "Respondents," will soon be replaced with "Camtasia" and "Snagit."
Governing Board:	The next meeting of the Governing Board will be held on Tuesday, May 10.
ASG:	Marlita Donan reported that members of the ASG will hold their last meeting of the semester on Wednesday, May 11.

	Elections are occurring this week for the positions of President and Vice President, and there is currently one candidate for each position.
Palomar Faculty Federation:	The next meeting of the Palomar Faculty Federation will be held on Wednesday, May 11, from 4:00 – 6:00 p.m. in SU-30.
	Teresa Laughlin invited all to the next Advisory Council meeting which will be held just prior to the PFF meeting on Wednesday, May 11, from 3:00 – 4:00 p.m. in SU-30.
Instructional Planning Council:	Linda Morrow reported that members of the Instructional Planning Council (IPC) worked on the Faculty Priority List at their last meeting. 48 applications were received, and the IPC generated a ranked list of 22, although there is little chance of faculty hiring in the next academic year.
Learning Outcomes Council:	Katy French indicated that members of the Learning Outcomes Council held their last meeting of the semester last Thursday, May 5. The group developed plans for General Education Assessment, which will be a pilot program in the fall semester. The actual program will begin in the 2012 semester, and three General Education Outcomes have been identified as the points of focus for the first phase of assessment: Written and Oral Communication, Critical Thinking, and Information Literacy. Faculty are being sought as volunteers for this pilot program, where two types of general education assessment will be piloted: Course Embedded Assessment (assess the GE outcome within a course), and E-Portfolios (students will upload projects or assignments as part of an E-Portfolio, which would then be assessed).
	French added that an LOC retreat is being scheduled over the summer.
ADJOURNMENT:	The meeting was adjourned at 3:20 p.m.
	Respectfully submitted,
	Barb Neault Kelber, Secretary

(APPENDIX A)

Palomar Outcomes Database SLOAC Access and Reporting Guidelines
Learning Outcomes Council, Spring 2011

Introduction

The assessment of student learning outcomes (SLOs) is a curricular activity that can be both beneficial and productive. Faculty who engage in SLO development and assessment can acquire concrete evidence upon which to base the collegial review of their programs and the improvement and enhancement of student learning both in individual classes and across a program. If SLO processes are integrated into the culture of the college, the use of assessment data as a basis for decision making can empower the faculty voice in planning and budgeting discussions. (Guiding Principles for SLO Assessment, ASCCC 2010)

The Palomar Outcomes Database (POD) is designed to assist the College with the implementation of the Student Learning Outcomes and Assessment Cycle (SLOAC). The database stores and organizes outcomes, assessment plans, assessment results, and action plans. In addition, a reporting component provides various summaries of the data that have been entered.

This document was developed by the Learning Outcomes Council to clarify levels of access to the POD.

Statement of Facts

1. The District will not use the Outcomes database or the data collected by the Outcomes database for faculty evaluation or discipline. (Palomar Faculty Contract, Article 17.9.1)

2. All information stored in the Outcomes database is considered public record and may be requested by individuals and organizations (including Palomar faculty and administrators) under the California Public Records Act.

3. The Outcomes database entry fields call for a brief summary of assessment plans, results and follow-up actions. Faculty have the option of uploading more detailed assessment documentation to the database.

Description of POD Levels of Access and Persons Assigned to Each Level of Access

The database technology permits five levels of access to the POD.   The following list describes each access level as well as those individuals and groups assigned to each access level.

1. **Super Administrator**: This level of user has complete access to all units within the database. The super administrator can modify the database, run reports at all levels, and can create or delete individual account access.
   - The two SLOAC faculty coordinators and two classified staff members within Instructional Services have been assigned the responsibility of configuring and maintaining the POD. Only these four individuals have super administrator account access.

2. **Administrator**: This level of user has complete access to the unit/discipline to which he/she has been given permission. An administrator may enter high level goals for the department, assign other users to the unit, enter plans, record results, upload documents, and run reports for the unit.
   - All department chairs have administrative rights to the units/disciplines that they manage.

3. **User:** This level of user can do everything the administrator level can do *except* enter high level goals, assign personnel to the unit, and share folders. This user will have a login to the program. Users have access to all data within disciplines to which they have been given access, including all assessment results and uploaded documents.
   - All permanent faculty have user access to the disciplines in which they teach. Part-time faculty may also be granted user access at the discretion of the permanent faculty within a particular unit/discipline. The department chair must formally request user level access for part-time faculty.

4. **Reports Only**: This level of user can run reports for the unit but cannot access any of the data entry screens for the unit. This level of user has access to all data within a unit via the reports features. This user will have a login to the program.
   - No specific individuals or groups are automatically granted reports only access. Faculty within a discipline may choose to grant reports only access to part-time faculty as well as the division's dean and/or other Palomar College administrators. The department chair must formally request report only access for an individual.

5. **Email Only**: This level of user can be assigned tasks from within the program. The user will receive an email with a link into the outcomes database where he/she can enter and submit the data. Any user with administrator or user permission will automatically be an email user. This level of user will be unable log into the program.
   - No specific individuals or groups are automatically granted report access. Part-time faculty may be granted email only access at the discretion of the permanent faculty within a particular unit/discipline. The department chair must formally request email only access for an individual.

Reports

The database can generate reports for individual units/disciplines, departments, divisions and at the college level. Reports may be used by faculty to manage assessment efforts within their units/disciplines. Reports will also be generated by administration as evidence to support the District's ongoing effort to meet accreditation standards.

College level reports requested by administration may be generated by the super administrators or staff within the College's Office of Institutional Research & Planning. The faculty request that the following fields be omitted from reports generated by the College administration:

1. Result summary
2. Result type (criterion met/criterion not met)
3. Action (action plan details)
4. Documents placed in the databases Documents repository

If Administration would like to view and/or share sample data from the fields above for any reason, including evidence of meeting accreditation standards, the administration should first seek approval from the faculty within the affected discipline(s).