

PALOMAR COLLEGE  
CURRICULUM COMMITTEE MEETING  
Wednesday, September 20, 2006  
Room B-5 at 3:00 p.m.

**I. CALL TO ORDER**

**II. MINUTES OF MAY 3, 2006** (Attachment A)

**III. ANNOUNCEMENTS**

**IV. 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 "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
- NEW Report - 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 the individual proposals included in the Package. Various Icons will be accessible for creating Reports or viewing the various pages of each proposal.

**A. 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 2007:

1. Credit Course/Program Packages

- a. Package Title: Web Security and E-commerce  
Discipline: Computer Science & Information (CSIS)  
Description: CSIS 269 - Web Security and E-Commerce is being deactivated and

removed as an elective from the Web Server Administrator Certificate of Proficiency, under emphasis in Linux and under emphasis in Windows.

i. Credit Course Deactivation

a. Course Number and Title: CSIS 269 Web Security and E-Commerce  
Discipline: Computer Science & Information (CSIS)  
Prerequisites: CSIS 264  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Computer Assisted, Telecourse, Online  
Reason for Deactivation: Inactive

ii. Program Changes

a. Program Title: Web Server Administrator - Emphasis in Linux  
Discipline: Computer Science & Information (CSIS)  
Award Type: Certificate of Proficiency  
Total Units: 15.50 - 16.50  
Remove deactivated CSIS 269 from elective course options

b. Program Title: Web Server Administrator-Windows  
Discipline: Computer Science & Information (CSIS)  
Award Type: Certificate of Proficiency  
Total Units: 12.50 - 13.00  
Remove deactivated CSIS 269 from elective course options

2. Non-Credit Course/Program Packages

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

3. New Programs

There are no New Programs for this agenda.

4. Program Changes

There are no Program Changes for this agenda.

5. Program Deactivations

Program Title: Entertainment Technology  
Discipline: Entertainment Technology (ENTT)  
Award Type: Certificate of Proficiency  
Total Units: 15.50.

6. Credit Courses - New

a. Course Number and Title: DR 42 Voice Recognition for Students with Disabilities  
Short Title: Voice Recognition

Discipline: Disability Resource (DR)  
Repeatability: May be taken 3 times.  
May Require Stand Alone Course Approval

7. Credit Course - Change

a. Course Number and Title: DR 15 English Essentials for Students with Disabilities

Discipline: Disability Resource (DR)  
Grading Basis: Credit/No Credit Only  
Repeatability: May be taken 4 times.  
No major changes; course reviewed.

b. Course Number and Title: DR 40 Adapted Computer Skills

Discipline: Disability Resource (DR)  
Repeatability: May be taken 3 times.  
No major changes; course reviewed.

c. Course Number and Title: PHIL 102 Reasoning About Philosophical Issues

Short Title: Philosophical Issues  
Discipline: Philosophy (PHIL)  
Recommended Prep: Eligibility for, ENG 100  
Associate Degree General Education - A2 Language and Rationality - Analytical Thinking & Oral Communication  
CSU GE Area A: Communication in the English Language and Critical Thinking - A3 - Critical Thinking  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Telecourse, Online  
Course Title Change from Analytical Reasoning  
Short Title Change from Analytical Reasoning

d. Course Number and Title: PHIL 115 Critical Thinking

Short Title: Critical Thinking  
Discipline: Philosophy (PHIL)  
Prerequisites: A minimum grade of C in ENG 100  
Associate Degree General Education - A2 Language and Rationality - Analytical Thinking & Oral Communication  
CSU GE Area A: Communication in the English Language and Critical Thinking - A3 - Critical Thinking  
IGETC Area 1: English Communication - B: Critical Thinking-English Composition  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Computer Assisted Instruction, Telecourse, Online  
Course Title Change from Logic and Critical Thinking; Short Title Change from Logic and Critical Thinking; Add Computer Assisted Instruction

8. Credit Courses - Deactivations

a. Course Number and Title: AERO 260 ATP/Dispatcher Ground School  
Discipline: Aeronautical Sciences (AERO)  
Elective course in Aeronautical Operations and Management A.A. Degree Major or Certificate of Achievement; recommended elective in Aircraft Commercial Pilot A.A. Degree Major or Certificate of Achievement  
Prerequisites: Commercial Pilot Certificate  
Transfer Acceptability: CSU  
Reason for Deactivation: Inactive

b. Course Number and Title: ART 244 Illustration II Digital Techniques  
Discipline: Art (ART)  
Prerequisites: ARTD 150,  
Recommended Prep: ART 241  
Transfer Acceptability: CSU  
Repeatability: May be taken 2 times.  
Reason for Deactivation: Course replaced by ARTI 230

c. Course Number and Title: FASH 80 Serger Sewing I  
Discipline: Fashion (FASH)  
Recommended Prep: FASH 135  
Repeatability: May be taken 2 times.  
Reason for Deactivation: Inactive

d. Course Number and Title: FASH 81 Serger Sewing II  
Discipline: Fashion (FASH)  
Recommended Prep: FASH 135  
Repeatability: May be taken 2 times.  
Reason for Deactivation: Inactive

9. Non Credit Course - New

There are no New Non Credit Courses for this agenda.

10. Non Credit Course - Change

There are no Non Credit Course Changes for this agenda.

11. Non Credit Course - Deactivation

There are no Non Credit Course Deactivations for this agenda.

<b>B . RESUMPTION OF REGULAR AGENDA</b>
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1. CREDIT COURSE CHANGES EFFECTIVE SPRING 2007

The following curricular changes, pending appropriate approvals, will be effective SPRING 2007:

- A. Course Number and Title: BUS 110 Business Mathematics  
Discipline: Business Education (BUS)  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Telecourse, [Online](#)  
[Add Online](#)
- B. Course Number and Title: CHDV 115 Child, Youth, Family, and Community  
Discipline: Child Development (CHDV)  
CSU GE Area D: Social, Political, and Economic Institutions and Behavior;  
Historical - D10 - Sociology and Criminology  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Telecourse, [Online](#)  
[Add Online](#)
- C. Course Number and Title: CHDV 145 Children: Victims of Violence  
Discipline: Child Development (CHDV)  
Co-requisites:  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Telecourse, [Online](#)  
[Add Online](#)
- D. Course Number and Title: COUN 170 Major Search  
Discipline: Counseling (COUN)  
Transfer Acceptability: CSU  
Distance Learning Offering(s): [Online](#)  
Grading Basis: Credit/No Credit Only  
[Add Online](#)
- E. Course Number and Title: RE 120 Legal Aspects of Real Estate  
Discipline: Real Estate (RE)  
Recommended Prep: A minimum grade of C in RE 100, or real estate license  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Telecourse, [Online](#)  
[Add Online](#)
- F. Course Number and Title: RE 130 Real Estate Economics  
Discipline: Real Estate (RE)  
Recommended Prep: A minimum grade of C in RE 100, or real estate license  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Telecourse, [Online](#)  
[Add Online](#)
- G. Course Number and Title: SPAN 101 Spanish I  
Discipline: Spanish (SPAN)  
Associate Degree General Education - C Humanities

CSU GE Area C: Arts, Literature, Philosophy and Foreign Languages - C2 -  
Humanities

IGETC Area 6: Language other than English (101 level only) - A. Languages other  
than English

Transfer Acceptability: UC, CSU

Distance Learning Offering(s): [Online](#)

[Add Online](#)

## 2. DISTANCE LEARNING

A. The following courses may be offered as distance learning and meet Title 5  
Regulations 55370, 55372, 55374, 55376, 55378 and 55380, effective [Spring 2007](#):

<u>Catalog Subject/Number</u>	<u>Distance Learning Offering(s)</u>
BUS 110 Business Mathematics	Telecourse, <a href="#">Online</a>
CHDV 115 Child, Youth, Family, and Community	Telecourse, <a href="#">Online</a>
CHDV 145 Children: Victims of Violence	Telecourse, <a href="#">Online</a>
COUN 170 Major Search	<a href="#">Online</a>
RE 120 Legal Aspects of Real Estate	Telecourse, <a href="#">Online</a>
RE 130 Real Estate Economics	Telecourse, <a href="#">Online</a>
SPAN 101 Spanish I	<a href="#">Online</a>

B. The following courses may be offered as distance learning and meet Title 5  
Regulations 55370, 55372, 55374, 55376, 55378 and 55380, effective [Fall 2007](#):

PHIL 102 Reasoning About Philosophical Issues	Telecourse, <a href="#">Online</a>
PHIL 115 Critical Thinking	<a href="#">Computer Assisted Instruction</a> , Telecourse, <a href="#">Online</a>

## 3.. ITEMS REMOVED FROM THE CONSENT CALENDAR

## V. INFORMATION/DISCUSSION

### 1. STATUS OF COURSE OUTLINE REVIEWS

a. In addition to courses listed on the April 5, 2006 and the May 3, 2006  
Curriculum Committee agenda, the following course have been reviewed as of  
September 11, 2006 and will be effective Fall 2006.

ART 197A	ART 197H
ART 197B	ASTR 120/GEOL 120
ART 197C	CFT 170
ART 197D	CFT 188
ART 197E	CFT 196
ART 197F	CINE 125
ART 197G	CINE 225

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CS 110	LT 120
CSIS 127	LT 130
CSIS 160	LT 140
CSIS 174	NURS 217
CSIS 196	NURS 218
DA 85	OCN 197
EME 209	PSYC 205
ENG 50	RE 111
ENG 225	RE 120
FASH 125	READ 10
IBUS 105	RTV 110
LT 100	WELD 116
LT 110	WELD 135
LT 115	WELD 140

b. The following course has been reviewed as of September 11, 2006 and will be effective Fall 2007.

AJ 100	RTV 50
CINE 100	RTV 150

2. 2006-07 CURRICULUM COMMITTEE MEMBERSHIP (Attachment B)

3. CURRICULUM PLANNING SUBCOMMITTEE MEMBERSHIP

a. Proposed revisions to criteria for meeting the AA Degree Multicultural Course Requirement

b. Requests for equivalency for the AA Degree Multicultural Course Requirement

4. COURSE DEACTIVATION PROCESS

5. PROGRAM DEACTIVATION PROCESS

6. FORMAT FOR COURSE OUTLINES OF RECORD, e.g. Objectives

7. TECHNICAL CORRECTION

Delete Corequisite from ARTI 230. Course was submitted to Curriculum Committee, and approved, with erroneous co-requisite.

**ARTI 230 Illustration III – Experimental Techniques (3)**

*6 hours lecture/laboratory*

**Prerequisite:** ARTI 220

~~**Corequisite:** ARTI 210~~

**Note:** May be taken 3 times

**Transfer acceptability:** CSU

Coursework will reflect advanced illustration concepts, conceptually and technically. Students will combine experimental traditional and digital techniques to create projects that reflect a professional level of finish and format. Projects will focus on conceptual content and process, and represent a range of possible industry application, such as entertainment design, editorial illustration and illustrations for an interactive environment.

**VI. REPORTS**

- a. Curriculum Planning Subcommittee
- b. Information Competency
- c. Learning Outcomes

**VII. FUTURE ITEMS FOR DISCUSSION**

**VIII. NEXT MEETING** – October 18, 2006 – 3:00 p.m. Room B-5

**IX. ADJOURNMENT**

**PALOMAR COLLEGE  
CURRICULUM COMMITTEE MEETING**

Wednesday, September 20, 2006  
Room B-5 at 3:00 p.m.

MINUTES

**I. CALL TO ORDER**

Monika Brannick called the meeting to order at 3:05 p.m.

MEMBERS PRESENT

Monika Brannick  
Judy Cater  
Berta Cuaron  
Matthew Estes  
Katheryn Garlow  
Pat Hahn  
Anne Hohman  
Robert Jones  
Teresa Laughlin  
Dennis Lutz

Jackie Martin-Klement  
Patrick Mills  
Wilma Owens  
Lillian Payn  
Pat Schwerdtfeger  
Carla Thomson  
Mark Vernoy

SUPPORT STAFF PRESENT  
Diane Veach

**II. MINUTES OF MAY 3, 2006**

MSC Laughlin, Cater to approve the minutes of May 3, 2006 as submitted.

**III. ANNOUNCEMENTS**

**IV. ACTION ITEMS**

**A. CONSENT CALENDAR**

Items 6a, DR 42 Voice Recognition for Students with Disabilities, and 7d, PHIL 115 Critical Thinking, were removed from the Consent Calendar.

MSC Hohman, Laughlin, to approve the items remaining on the consent calendar, effective FALL 2007:

1. Credit Course/Program Packages

- a. Package Title: Web Security and E-commerce

## CURRICULUM COMMITTEE MEETING MINUTES

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Discipline: Computer Science & Information (CSIS)

Description: CSIS 269 - Web Security and E-Commerce is being deactivated and removed as an elective from the Web Server Administrator Certificate of Proficiency, under emphasis in Linux and under emphasis in Windows.

### i. Credit Course Deactivation

a. Course Number and Title: CSIS 269 Web Security and E-Commerce

Discipline: Computer Science & Information (CSIS)

Prerequisites: CSIS 264

Transfer Acceptability: CSU

Distance Learning Offering(s): Computer Assisted, Telecourse, Online

Reason for Deactivation: Inactive

### ii. Program Changes

a. Program Title: Web Server Administrator - Emphasis in Linux

Discipline: Computer Science & Information (CSIS)

Award Type: Certificate of Proficiency

Total Units: 15.50 - 16.50

Remove deactivated CSIS 269 from elective course options

b. Program Title: Web Server Administrator-Windows

Discipline: Computer Science & Information (CSIS)

Award Type: Certificate of Proficiency

Total Units: 12.50 - 13.00

Remove deactivated CSIS 269 from elective course options

### 2. Non-Credit Course/Program Packages

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

### 3. New Programs

There are no New Programs for this agenda.

### 4. Program Changes

There are no Program Changes for this agenda.

### 5. Program Deactivations

Program Title: Entertainment Technology

Discipline: Entertainment Technology (ENTT)

Award Type: Certificate of Proficiency

Total Units: 15.50.

### 6. Credit Courses - New

a. Course Number and Title: DR 42 Voice Recognition for Students with Disabilities

Removed from Consent Calendar.

7. Credit Course - Change

a. Course Number and Title: DR 15 English Essentials for Students with Disabilities

Discipline: Disability Resource (DR)

Grading Basis: Credit/No Credit Only

Repeatability: May be taken 4 times.

No major changes; course reviewed.

b. Course Number and Title: DR 40 Adapted Computer Skills

Discipline: Disability Resource (DR)

Repeatability: May be taken 3 times.

No major changes; course reviewed.

c. Course Number and Title: PHIL 102 Reasoning About Philosophical Issues

Short Title: Philosophical Issues

Discipline: Philosophy (PHIL)

Recommended Prep: Eligibility for, ENG 100

Associate Degree General Education - A2 Language and Rationality - Analytical Thinking & Oral Communication

CSU GE Area A: Communication in the English Language and Critical Thinking - A3 - Critical Thinking

Course included in the following program:

1. General Studies- Emphasis in Arts and Humanities AA Degree Major

Transfer Acceptability: UC, CSU

Distance Learning Offering(s): Telecourse, Online

Course Title Change from Analytical Reasoning

Short Title Change from Analytical Reasoning

d. Course Number and Title: PHIL 115 Critical Thinking

Removed from Consent Calendar.

8. Credit Courses - Deactivations

a. Course Number and Title: AERO 260 ATP/Dispatcher Ground School

Discipline: Aeronautical Sciences (AERO)

Elective course in Aeronautical Operations and Management A.A. Degree Major or Certificate of Achievement; recommended elective in Aircraft Commercial

Pilot A.A. Degree Major or Certificate of Achievement

Prerequisites: Commercial Pilot Certificate

Transfer Acceptability: CSU

Reason for Deactivation: Inactive

b. Course Number and Title: ART 244 Illustration II Digital Techniques

Discipline: Art (ART)

Prerequisites: ARTD 150,  
Recommended Prep: ART 241  
Transfer Acceptability: CSU  
Repeatability: May be taken 2 times.  
Reason for Deactivation: Course replaced by ARTI 230

c. Course Number and Title: FASH 80 Serger Sewing I  
Discipline: Fashion (FASH)  
Recommended Prep: FASH 135  
Repeatability: May be taken 2 times.  
Reason for Deactivation: Inactive

d. Course Number and Title: FASH 81 Serger Sewing II  
Discipline: Fashion (FASH)  
Recommended Prep: FASH 135  
Repeatability: May be taken 2 times.  
Reason for Deactivation: Inactive

9. Non Credit Course - New

There are no New Non Credit Courses for this agenda.

10. Non Credit Course - Change

There are no Non Credit Course Changes for this agenda.

11. Non Credit Course - Deactivation

There are no Non Credit Course Deactivations for this agenda.

<b>B . RESUMPTION OF REGULAR AGENDA</b>
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1. ITEMS REMOVED FROM THE CONSENT CALENDAR

6a. Course Number and Title: DR 42 Voice Recognition for Students with Disabilities

Short Title: Voice Recognition

Discipline: Disability Resource (DR)

Repeatability: May be taken 3 times.

May Require Stand Alone Course Approval

There are concerns about the proposed short title for this DR 42 course because BUS 188 is titled Voice Recognition. There would be potential for confusion between the two courses. Gloria Kerkhoff offered to work with the originator of DR 42 to establish a different short title. There was no action taken on this proposal.

7d. Course Number and Title: PHIL 115 Critical Thinking  
Short Title: Critical Thinking

Discipline: Philosophy (PHIL)

Prerequisites: A minimum grade of C in ENG 100

Associate Degree General Education - A2 Language and Rationality - Analytical Thinking & Oral Communication

CSU GE Area A: Communication in the English Language and Critical Thinking - A3 - Critical Thinking

IGETC Area 1: English Communication - B: Critical Thinking-English Composition

Transfer Acceptability: UC, CSU

Distance Learning Offering(s): Computer Assisted Instruction, Telecourse, Online  
Course Title Change from Logic and Critical Thinking; Short Title Change from Logic and Critical Thinking; Add Computer Assisted Instruction

Anne Hohman questioned the placement of this course in IGETC Area 1: English Communication – B Critical Thinking-English Composition. Gloria Kerkhoff reported that the label for this IGETC Area 1B may be incorrect.

MSC Hohman, Laughlin to approve the changes to PHIL 115, striking the words “English Composition” to describe IGETC Area 1B. Gloria will verify the proper label and assure that it is corrected as appropriate.

## 2. CREDIT COURSE CHANGES EFFECTIVE SPRING 2007

MSC Hohman, Laughlin, to approve the following curricular changes, effective SPRING 2007:

### A. Course Number and Title: BUS 110 Business Mathematics

Discipline: Business Education (BUS)

Transfer Acceptability: CSU

Distance Learning Offering(s): Telecourse, Online

Add Online

### B. Course Number and Title: CHDV 115 Child, Youth, Family, and Community

Discipline: Child Development (CHDV)

CSU GE Area D: Social, Political, and Economic Institutions and Behavior;

Historical - D10 - Sociology and Criminology

Transfer Acceptability: CSU

Distance Learning Offering(s): Telecourse, Online

Add Online

### C. Course Number and Title: CHDV 145 Children: Victims of Violence

Discipline: Child Development (CHDV)

Co-requisites:

Transfer Acceptability: CSU

Distance Learning Offering(s): Telecourse, Online

Add Online

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- D. Course Number and Title: COUN 170 Major Search  
Discipline: Counseling (COUN)  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Grading Basis: Credit/No Credit Only  
Add Online
- E. Course Number and Title: RE 120 Legal Aspects of Real Estate  
Discipline: Real Estate (RE)  
Recommended Prep: A minimum grade of C in RE 100, or real estate license  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Telecourse, Online  
Add Online
- F. Course Number and Title: RE 130 Real Estate Economics  
Discipline: Real Estate (RE)  
Recommended Prep: A minimum grade of C in RE 100, or real estate license  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Telecourse, Online  
Add Online
- G. Course Number and Title: SPAN 101 Spanish I  
Discipline: Spanish (SPAN)  
Associate Degree General Education - C Humanities  
CSU GE Area C: Arts, Literature, Philosophy and Foreign Languages - C2 -  
Humanities  
IGETC Area 6: Language other than English (101 level only) - A. Languages other  
than English  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Online  
Add Online

3. DISTANCE LEARNING

MSC Cater, Vernoy to approve the following:

A. The following courses may be offered as distance learning and meet Title 5 Regulations 55370, 55372, 55374, 55376, 55378 and 55380, effective Spring 2007:

<u>Catalog Subject/Number</u>	<u>Distance Learning Offering(s)</u>
BUS 110 Business Mathematics	Telecourse, <u>Online</u>
CHDV 115 Child, Youth, Family, and Community	Telecourse, <u>Online</u>
CHDV 145 Children: Victims of Violence	Telecourse, <u>Online</u>
COUN 170 Major Search	<u>Online</u>
RE 120 Legal Aspects of Real Estate	Telecourse, <u>Online</u>
RE 130 Real Estate Economics	Telecourse, <u>Online</u>
SPAN 101 Spanish I	<u>Online</u>



## 2. 2006-07 CURRICULUM COMMITTEE MEMBERSHIP

Monika Brannick stated that the current Curriculum Committee membership list was attached to the September 20 agenda.

## 3. CURRICULUM PLANNING SUBCOMMITTEE MEMBERSHIP

- a. Proposed revisions to criteria for meeting the AA Degree Multicultural Course Requirement
- b. Requests for equivalency for the AA Degree Multicultural Course Requirement

Monika Brannick inquired about who served on Subcommittee C last year. This is now the Curriculum Planning Subcommittee, due to changes to the Governance Structure. Lillian Payn and Carla Thomson were the only subcommittee members present at today's meeting. Others from last year include John Valdez and Sara Thompson. Ms. Brannick asked the subcommittee to elect its chairperson.

Ms. Brannick presented Lillian Payn and Carla Thomson some items that are typically addressed by this subcommittee. They agreed to stay after today's meeting to consider the requests for equivalency to the AA Degree Multicultural Course requirement and proposed revisions to criteria for meeting the AA Degree Multicultural Course requirement.

## 4. COURSE DEACTIVATION PROCESS

Diane Veach reviewed the draft memo to faculty regarding deactivation of courses which have been inactive for 4 years. Last year, the Curriculum Committee approved a change to the Course Deactivation procedures which should ensure more thorough discussion at the department level regarding courses proposed for deactivation. In order to meet the updated procedures, some minor changes to the cover memo and attachments were warranted.

Discussion was held about what functionality, such as a pop up message or some required action, might be nice in Curricunet to ensure faculty originators were aware of the impact a course deactivation would have on other programs and/or courses. Currently, the Course Impact Report displays this information.

MSC Laughlin, Schwerdtfeger to move the Course Deactivation process to an Action item. The motion carried.

MSC Laughlin, Cater, to approve the revisions to the Course Deactivation Procedures and the draft memo to faculty.

## 5. PROGRAM DEACTIVATION PROCESS

The group working on this was Wilma Owens, Pat Hahn, Sara Thompson, and Teresa Laughlin. They proposed a New Program Activation process last year, and this year they will work on a Program Deactivation Process. The impact on students and other constituents needs to be taken into consideration when deactivating a program. Berta Cuaron will check with Sara Thompson regarding the status of this project.

## 6. FORMAT FOR COURSE OUTLINES OF RECORD, e.g. Objectives

Ms. Brannick reported that most questions from faculty about curriculum are more about what is proper curriculum, rather than how to use Curricunet. She indicated a need to create a curriculum handbook, and in addition curriculum writing workshops are being planned for Spring 2007.

## 7. TECHNICAL CORRECTION

The following correction has been made in our college catalog:

Delete Corequisite from ARTI 230. Course was submitted to Curriculum Committee, and approved, with erroneous co-requisite.

**ARTI 230            Illustration III – Experimental Techniques            (3)**

*6 hours lecture/laboratory*

**Prerequisite:** ARTI 220

**Corequisite:** ~~ARTI 210~~

**Note:** May be taken 3 times

**Transfer acceptability:** CSU

Coursework will reflect advanced illustration concepts, conceptually and technically. Students will combine experimental traditional and digital techniques to create projects that reflect a professional level of finish and format. Projects will focus on conceptual content and process, and represent a range of possible industry application, such as entertainment design, editorial illustration and illustrations for an interactive environment.

## VI. REPORTS

### a. Curriculum Planning Subcommittee

This subcommittee has not yet met this year.

### b. Information Competency

The Palomar group that has been meeting regarding Information Competency/Computer Literacy is Jackie Martin-Klement, Judy Dolan and Terrie Cannon. They are leaning toward developing an assessment test. Specific details such as which students would take it, when, in what format, and with what placement requirements, and follow-up are items that will be addressed this academic school year. Plans are to implement an assessment by Fall 2007.

Ms. Jackie Martin-Klement shared an article from the North County Times which addressed the 3 hour required Computer Literacy exam that Cal State San Marcos requires that students take within 2 semesters of enrolling. The group will be

using that information to help address some of our own issues, and they also will invite key persons from Cal State to join the committee. Jackie also shared that they will be inviting faculty members involved with Palomar library's Computer Competency Committee to join this committee.

c. Learning Outcomes

Ms. Teresa Laughlin reported that the Learning Outcomes Council has sort of split into two groups. One group is working with departments to document what they are doing at the department level to assess student outcomes; the other group is working on "front door" issues, such as counseling services. A basic skills and multi-lingual center and an honors program are in the early stages of discussion.

## **VII. OTHER**

Ms. Berta Cuaron reported that we need to start a process for properly re-validating requisites soon. There are very specific guidelines available related to requisite validation.

Ms. Lillian Payn reported that the Graphic Communications Department, aided by Gloria Kerkhoff, established two new disciplines, and they reviewed and renumbered their courses. The new disciplines are:

GCIP – Graphic Communications Imaging and Publishing, and

GCMW – Graphic Communications Multimedia and Web.

They will be submitting changes to the Curriculum Committee soon. The changes result in a more logical and less impacted numbering sequence for the department.

## **VIII. FUTURE ITEMS FOR DISCUSSION**

**IX. NEXT MEETING** – October 18, 2006 – 3:00 p.m. Room B-5

## **IX. ADJOURNMENT**

The meeting was adjourned at 4:00 p.m.