

**PALOMAR COLLEGE
CURRICULUM COMMITTEE MEETING**

Wednesday, February 21, 2007

Room AA-140 at 3:00 p.m.

I. CALL TO ORDER

II. MINUTES OF JANUARY 31, 2007 (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
- 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: Public Works Management Program & Courses**

Discipline: Public Works Management (PWM)

Description: Program change, deactivation PWM 54 & WWT/PWM 220, new course PWM 57, course changes PWM 51, 52, 53.

Mollie Smith

1. Credit Course New

a. Course Number and Title: PWM 57 Plan Interpretation and Cost Estimating

Short Title: Plan Interpretation/Cost Est

Discipline: Public Works Management (PWM)

Recommended Prep: A minimum grade of 'C' in MATH 15

Course included in the following programs:

1. Public Works Management - Level II A.A. Degree Major or Certificate of Achievement

2. Credit Course Changes

a. Course Number and Title: PWM 51 Street Construction and Maintenance

Short Title: Street Construction & Maint

Discipline: Public Works Management (PWM)

Recommended Prep: MATH 15

Course included in the following programs:

1. Public Works Management - Level I A.A. Degree Major or Certificate of Achievement
2. Public Works Management - Level II A.A. Degree Major or Certificate of Achievement

Change title, change short title

b. Course Number and Title: PWM 52 Asphalt and Portland Cement

Discipline: Public Works Management (PWM)

Recommended Prep: MATH 15

Course included in the following programs:

1. Public Works Management - Level I, A.A. Degree Major or Certificate of Achievement
2. Public Works Management - Level II, A.A. Degree Major or Certificate of Achievement

Distance Learning Offering(s): Online

Add online

c. Course Number and Title: PWM 53 Public Works Inspection

Discipline: Public Works Management (PWM)

Recommended Prep: MATH 15

Course included in the following programs:

1. Public Works Management - Level I, A.A. Degree Major or Certificate of Achievement
2. Public Works Management - Level II, A.A. Degree Major or Certificate of Achievement

Distance Learning Offering(s): Online

Add online

3. Credit Course Deactivation

a. Course Number and Title: PWM 54 Public Works Inspection II

Discipline: Public Works Management (PWM)

Recommended Prep: MATH 15

Course included in the following programs:

1. Public Works Management A.A. Degree Major or Certificate of Achievement

Reason for deactivation: course is no longer needed

4. Program Change

a. Program Title: Public Works Management - Level I

Discipline: Public Works Management (PWM)

Award Type: A.A. Degree Major or Certificate of Achievement

Total Units: 18.00

Change title; change program description; add and remove courses; reduce units

2. New Programs

A. Program Title: Public Works Management - Level II

Discipline: Public Works Management (PWM)

Award Type: A.A. Degree Major or Certificate of Achievement

Total Units: 33

Mollie Smith

3. Program Changes

A. Program Title: Journalism

Discipline: Journalism (JOUR)

Award Type: A.A. Degree Major or Certificate of Achievement

Total Units: 35 – 36

Add new courses JOUR 120 and COMM 104, update disciplines from GC to GCIP and from R GC to R GCIP.

Wendy Nelson

4. Program Deactivations

There are no program deactivations for this agenda.

5. Credit Courses - New

See Packages.

6. Credit Course - Change

- A. Course Number and Title: SPAN 102 Spanish II
Discipline: Spanish (SPAN)
Prerequisites: SPAN 101, or SPAN 101B, or two years of high school Spanish
Associate Degree General Education - C Humanities
CSU GE Area C: Arts, Literature, Philosophy and Foreign Languages - C2
- Humanities
Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Telecourse, Online
Add online
Kathleen Sheahan

- B. Course Number and Title: SPAN 201 Spanish III
Discipline: Spanish (SPAN)
Prerequisites: SPAN 102, or SPAN 102B, or three years of high school Spanish
Associate Degree General Education - C Humanities
CSU GE Area C: Arts, Literature, Philosophy and Foreign Languages - C2
- Humanities
IGETC Area 3: Arts and Humanities - B. Humanities
Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Computer Assisted, Video Two Way,
Video One Way, Telecourse, Online
Add online
Kathleen Sheahan

7. Credit Courses - Deactivations

See Packages.

8. Noncredit Course - New

- A. Course Number and Title: N ABED 202 Literacy/Adult Basic Education II
Discipline: Adult Basic Education (N ABED)
Marty Furch

9. Noncredit Course - Change
- A. Course Number and Title: N ABED 201 Literacy/Adult Basic Education I
 Discipline: Adult Basic Education (N ABED)
Change title, scope, number of lecture hours
Marty Furch

10. Noncredit Course - Deactivation

There are no noncredit course deactivations for this agenda.

11. New Noncredit Certificates of Completion
Marty Furch/Katheryn Garlow

- A. Title: English as a Second Language Noncredit Certificate of Completion

Noncredit Certificate of Completion

This sequence of seven courses is designed to equip non-native speakers of English with the listening, speaking, reading and writing skills at the high intermediate level in English needed for employment or to successfully complete college level courses for a career or for associate or transfer degree programs. An assessment process determines appropriate initial placement in the sequence. In order to earn a certificate, students must successfully complete N ESL 306. The sequence is articulated with credit vocational English as a second language courses that prepare students to enter six recognized career fields and with degree applicable credit reading and composition courses.

Certificate Requirements

N ESL 300	Basic ESL
N ESL 301	Beginning ESL I
N ESL 302	Beginning ESL II
N ESL 303	Beginning ESL III
N ESL 304	Intermediate ESL I
N ESL 305	Intermediate ESL II
N ESL 306	Intermediate ESL III

- B. Title: Adult Basic Education Noncredit Certificate of Completion

Noncredit Certificate of Completion

This two-course sequence is designed to equip students with the basic reading and writing skills, basic computational skills and critical thinking skills needed for employment or to prepare for GED preparation courses, job training and college level courses for a career or for associate or transfer degree programs. In order to earn a certificate, students must successfully complete N ABED 202.

Certificate Requirements

N ABED 201	Literacy/Adult Basic Education I
N ABED 202	Literacy/Adult Basic Education II

12. Distance Learning

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

<u>Catalog Subject/Number</u>	<u>Distance Learning Offering(s)</u>
PWM 52 Asphalt and Portland Cement	<u>Online</u>
PWM 53 Public Works Inspection	<u>Online</u>
SPAN 102 Spanish II	Telecourse, <u>Online</u>
SPAN 201 Spanish III	Computer Assisted, Video Two Way, Video One Way, Telecourse, <u>Online</u>

B. RESUMPTION OF REGULAR AGENDA
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1. Items Removed From the Consent Calendar

V. INFORMATION/DISCUSSION

A. Status of Course Outline Reviews

The following courses have completed the course outline review process between November 7, 2007 and February 14, 2007 and will be effective Fall 2007:

CHEM 10 Chemistry Calculations	GCMW 102B Web Page Layout IB
CHEM 100 Fundamentals of Chemistry	GCMW 108 Web Motion Graphics I
CHEM 102 Chemistry and Society	GCMW 140 Web Graphics
GCIP 290 Copyright for Graphic Designers & Web Developers	GCMW 202 Web Page Layout II
GCIP 291 Contracts for Graphic Designers & Web Developers	GCMW 203 Web Multimedia
GCMW 102 Web Page Layout I	GCMW 217 Online Store Design I
GCMW 102A Web Page Layout IA	GCMW 232 Web Accessibility Design
	GEOG 100 Physical Geography
	SOC 100 Introduction to Sociology

B. Boxing Class and/or Club – Thomas Sbrega

C. Technical Corrections

1. New course COMM 104 Principles of Public Relations was approved by the Curriculum Committee on November 15, 2006 and by the Faculty Senate on November 27, 2006. Since that time the lecture hours have been corrected from “1 to 3” to “3.”

2. New course JOUR 120 Magazine Journalism was approved by the Curriculum Committee on November 15, 2006 and by the Faculty Senate on November 27, 2006. Since that time the lecture hours have been corrected from “1 to 3” to “3.”
 3. Reactivated course PE 103 Evaluative Fitness was approved by the Curriculum Committee on November 27, 2007 and by the Faculty Senate on December 4, 2006. It was approved as a 3 unit course, requiring 2 hours lecture-3 hours laboratory. It has been corrected to:
2 ½ units, 2 hours lecture-1½ hours laboratory
- D. Technical Corrections – Procedures
- E. Required Writing Field on Course Outlines of Record
- F. Options for Alternative Degrees - Judy Eckhart
- G. Curriculum Writing Workshop
- Wednesday, March 7, 2007, 2:30 – 4:30 pm, SU-203
 - Thursday, March 29, 2007, 12:30 – 2:30 pm, SU-18
- H. Curricunet Training for Course Reviews
- Thursday, February 22, 2007, 2:30 – 3:30 pm, B-8
 - Wednesday, March 14, 2007, 2:30 – 3:30 pm, B-8

VI. REPORTS

- A. Curriculum Planning Subcommittee
- B. Information Competency
- C. Learning Outcomes
- D. Glossary for Course Number Guidelines and Distance Learning Work Group
- E. Process for Deactivation of Instructional Program Work Group
- F. Curriculum Handbook Work Group
- G. Technology Mediated Instruction Work Group
- H. Academic Technology Committee
- I. Other

VII. FUTURE ITEMS FOR DISCUSSION

- A. Program Review
- B. Requisite Validation

VIII. NEXT MEETING – April 4, 2007 – 3:00 p.m., Room SU-203

IX. ADJOURNMENT

**PALOMAR COLLEGE
CURRICULUM COMMITTEE MEETING**

Wednesday, January 31, 2007
Room SU-203 at 3:00 p.m.

I. CALL TO ORDER

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

MEMBERS PRESENT

Monika Brannick
Judy Cater
Berta Cuaron
Judy Dolan
Judy Eckhart
Matt Estes
Katheryn Garlow
Anne Hohman
Rob Jones
Gloria Kerkhoff
Teresa Laughlin

Dennis Lutz
Patrick Mills
Wilma Owens
Lillian Payn
Thomas Sbrega (ASG)
Pat Schwerdtfeger
Carla Thompson
Mark Vernoy

**SUPPORT STAFF
PRESENT**
Diane Veach

II. MINUTES OF DECEMBER 6, 2006

MSC Laughlin, Cater to approve the minutes of December 6, 2006 as presented.

III. ANNOUNCEMENTS

Ms. Brannick asked for a volunteer to represent the Curriculum Committee on the academic technology committee. She distributed the committee's role and membership requirements. Anyone interested should contact her.

IV. ACTION ITEMS

A. CONSENT CALENDAR

MSC Vernoy, Laughlin to approve the following curricular changes, pending appropriate approvals, effective FALL 2007:

1. Credit Course/Program Packages

- A. Package Title: **Deactivation of ECHT 130 and ECHT 220**
Discipline: Electronic and Computer Hardware Technology (ECHT)
Description: Deactivation of ECHT130 and ECHT 220, which are one the list of courses not offered in 4 years or more; two program changes to reflect these two course deactivations.

Mollie Smith/Instructional Services

1. Credit Course Deactivations

- a. Course Number and Title: ECHT 130 Electronic Principals,
Components, and Circuits

Discipline: Electronic and Computer Hardware Technology (ECHT)

Transfer Acceptability: CSU

Reason for Deactivation: Inactive

- b. Course Number and Title: ECHT 220 Electronic Digital Computers
and Telecommunication Systems

Discipline: Electronic and Computer Hardware Technology (ECHT)

Prerequisites: ECHT 130

Transfer Acceptability: CSU

Reason for Deactivation: Inactive

2. Program Changes

- a. Program Title: Advanced Electronic Technician

Discipline: Electronic and Computer Hardware Technology (ECHT)

Award Type: A.A. Degree Major or Certificate of Achievement

Total Units: 39

Remove ECHT 130 and ECHT 220 option from program requirements

- b. Program Title: Computer Hardware/Telecommunications Technician

Discipline: Electronic and Computer Hardware Technology (ECHT)

Award Type: A.A. Degree Major or Certificate of Achievement

Total Units: 27

Remove ECHT 130 and ECHT 220 option from program requirements

- B. **Package Title: Deactivation of EME 75 and EME 75L**

Discipline: Emergency Medical Education (EME)

Description: Courses have not been offered. Plan to revise in the future to meet Chancellor's Office guidelines.

Debi Workman

1. Credit Course Deactivations

a. Course Number and Title: EME 75 EMT in the Workplace
Discipline: Emergency Medical Education (EME)
Prerequisites: Possess a valid current EMT B certificate,
Co-requisites: EME 75L
Grading Basis: Grade Only
Reason for deactivation: Course requires modification to meet State guidelines

a. Course Number and Title: EME 75L EMT in the Workplace Lab
Discipline: Emergency Medical Education (EME)
Co-requisites: EME 75
Grading Basis: Credit/No Credit Only
Reason for deactivation: Course requires modification to meet State guidelines

C. Package Title: R GC courses changing to R GCIP
Discipline: Graphic Communications - Imaging and Publishing (R GCIP)
Description: list of courses: R GCIP 249, R GCIP 149, R GCIP 260
Anita Sugar

1. Credit Course Changes

a. Course Number and Title: R GCIP 149/GCIP 149 Page Layout and Design I
Discipline: Graphic Communications - Imaging and Publishing (R GCIP)/Graphic Communications - Imaging and Publishing (GCIP)
Course included in the following programs:
1. Digital Publishing Certificate of Proficiency
2. Electronic Publisher Certificate of Proficiency
3. Graphic Communications Emphasis in Electronic Publishing A.A. Degree Major or Certificate of Achievement
4. Graphic Communications Emphasis in Management A.A. Degree Major or Certificate of Achievement
5. Graphic Communications Emphasis in Production A.A. Degree Major or Certificate of Achievement
6. Journalism A.A. Degree Major or Certificate of Achievement
7. Public Relations Certificate of Proficiency
Repeatability: May be taken 4 times.
Change discipline; change cross listed course discipline; add CSU Transfer

b. Course Number and Title: R GCIP 249/GCIP 249 Page Layout and Design II
Discipline: Graphic Communications - Imaging and Publishing (R GCIP)/Graphic Communications - Imaging and Publishing (GCIP)
Prerequisites: GCIP 140/R GCIP 140, and R GCIP 149/GCIP 149

Course included in the following programs:

1. Graphic Communications Emphasis in Electronic Publishing A.A. Degree Major or Certificate of Achievement
2. Graphic Communications Emphasis in Management A.A. Degree Major or Certificate of Achievement

Distance Learning Offering(s): Telecourse, Online

Repeatability: May be taken 4 times.

Change discipline; change cross listed course discipline; add prerequisites; add CSU transfer

c. Course Number and Title: R GCIP 260/GCIP 260 Portfolio

Development and Presentation

Short Title: Portfolio Dev/Presentation

Discipline: Graphic Communications - Imaging and Publishing

(R GCIP)/Graphic Communications - Imaging and Publishing (GCIP)

Prerequisites: and/or GCIP 140/R GCIP 140, and GCIP 152/R GCIP 152

Course included in the following programs:

1. Graphic Communications Emphasis in Electronic Publishing A.A. Degree Major or Certificate of Achievement

Repeatability: May be taken 2 times.

Change discipline; change cross listed course discipline; change prerequisite condition to “and/or”

2. Non-Credit Course/Program Packages

A. Package Title: More N ADLT Course Changes of Semester Hours

Discipline: Older Adult Education (N ADLT)

Description: Changed hours of instruction in N ADLT 701, 705 & 714.

Mollie Smith

1. Noncredit Course Changes

a. Course Number and Title: N ADLT 701 Current and Newsworthy

Discipline: Older Adult Education (N ADLT)

Grading Basis: No Grade

Repeatability: No limit on repeatability.

Change hours

b. Course Number and Title: N ADLT 705 Folk Medicine/Herbology

Discipline: Older Adult Education (N ADLT)

Grading Basis: No Grade

Repeatability: No limit on repeatability.

Change hours

c. Course Number and Title: N ADLT 714 Glazing Techniques
Discipline: Older Adult Education (N ADLT)
Grading Basis: No Grade
Repeatability: No limit on repeatability.
Change hours

B. Package Title: N ADLT Course Changes to Semester Hours

Discipline: Older Adult Education (N ADLT)
Description: Changed hours of instruction in N ADLT 702, 703, 706, 707, 708, 709, 710, 711, 712, & 717. Changed Method of Instruction in N ADLT 704.
Mollie Smith

1. Noncredit Course Changes

a. Course Number and Title: N ADLT 702 Drawing, Beginning (Portrait)
Discipline: Older Adult Education (N ADLT)
Grading Basis: No Grade
Repeatability: No limit on repeatability.
Change hours

b. Course Number and Title: N ADLT 703 Experimental Arts/Mixed Media
Discipline: Older Adult Education (N ADLT)
Grading Basis: No Grade
Repeatability: No limit on repeatability.
Change hours

c. Course Number and Title: N ADLT 704 Exploring North County
Discipline: Older Adult Education (N ADLT)
Grading Basis: No Grade
Repeatability: No limit on repeatability.
Change from lecture to lab

d. Course Number and Title: N ADLT 706 Hatha Yoga
Discipline: Older Adult Education (N ADLT)
Grading Basis: No Grade
Repeatability: No limit on repeatability.
Change hours

e. Course Number and Title: N ADLT 707 Portrait Painting
Discipline: Older Adult Education (N ADLT)
Grading Basis: No Grade
Repeatability: No limit on repeatability.
Change hours

f. Course Number and Title: N ADLT 708 Quilting

Discipline: Older Adult Education (N ADLT)

Grading Basis: No Grade

Repeatability: No limit on repeatability.

Change hours

g. Course Number and Title: N ADLT 709 So You Want to Write

Discipline: Older Adult Education (N ADLT)

Grading Basis: No Grade

Repeatability: No limit on repeatability.

Change hours

h. Course Number and Title: N ADLT 710 Stitchery

Discipline: Older Adult Education (N ADLT)

Grading Basis: No Grade

Repeatability: No limit on repeatability..

Change hours

i. Course Number and Title: N ADLT 711 Watercolor

Discipline: Older Adult Education (N ADLT)

Grading Basis: No Grade

Repeatability: No limit on repeatability.

Change hours

j. Course Number and Title: N ADLT 712 Drawing with Colored Pencils

Discipline: Older Adult Education (N ADLT)

Grading Basis: No Grade

Repeatability: No limit on repeatability.

Change hours

k. Course Number and Title: N ADLT 717 Creative Retirement

Discipline: Older Adult Education (N ADLT)

Grading Basis: No Grade

Repeatability: No limit on repeatability.

Change hours

C. Package Title: N DSAB Course Changes to Semester Hours

Discipline: Disability Education (N DSAB)

Description: Changed hours of instruction in N DSAB 500 & 501.

1. Noncredit Course Changes

a. Course Number and Title: N DSAB 500 Music and Movement

Discipline: Disability Education (N DSAB)

Grading Basis: No Grade

Repeatability: No limit on repeatability.

Change hours

b. Course Number and Title: N DSAB 501 Independent Living Skills
Discipline: Disability Education (N DSAB)
Grading Basis: No Grade
Repeatability: No limit on repeatability.
Change hours

3. New Programs

There are no new programs for this agenda.

4. Program Changes

- A. Program Title: Administrative Assistant
Discipline: Office Information Systems (OIS)
Award Type: A.A. Degree Major or Certificate of Achievement
Total Units: 27 - 30
Add BUS 195, remove OIS 136.1
Judy Dolan
- B. Program Title: E-Business
Discipline: Business Education (BUS)
Award Type: Certificate of Proficiency
Total Units: 15
Change GC courses to GCMW and GCIP
Angelo Corpora
- C. Program Title: Internet-Business Education Emphasis
Discipline: Business Education (BUS)
Award Type: A.A. Degree Major or Certificate of Achievement
Total Units: 25
Change GC courses to GCMW
Angelo Corpora
- D. Program Title: Nursing - ADN
Discipline: Nursing Education (NURS)
Award Type: A.A. Degree Major
Total Units: 77 – 81
NURS 203 moved to third semester
Judy Eckhart
- E. Program Title: Software Applications Specialist
Discipline: Computer Science and Information Systems (R CSIS)
Award Type: Certificate of Proficiency
Total Units: 11
Add R CSIS 109; increase total units
Jackie Martin-Klement

- F. Program Title: World Dance
 Discipline: Dance (DNCE)
 Award Type: A.A. Degree Major or Certificate of Achievement
 Total Units: 21 - 34
 Course number changes; cross listing additions
Patriceann Mead

5. Program Deactivations

There are no program deactivations for this agenda.

6. Credit Courses - New

- A. Course Number and Title: R CUL 197/CUL 197 Culinary Arts Topics
 Discipline: Culinary Arts (R CUL)/Culinary Arts (CUL)
 Repeatability: May be taken 4 times.
James M Hoeverstz

7. Credit Course - Change

- A. Course Number and Title: ART 100 Introduction to Art
 Discipline: Art (ART) (ART)
 CSU GE Area C: Arts, Literature, Philosophy and Foreign Languages - C1 - Arts, Dance, Music, Theater
 IGETC Area 3: Arts and Humanities - A. Fine Arts
 Transfer Acceptability: UC, CSU
 Distance Learning Offering(s): Telecourse, Online
 Add online
Jay Schultz
- B. Course Number and Title: AJ 280 Internship - A Service Learning Experience
 Discipline: Administration of Justice (AJ)
 Transfer Acceptability: CSU
 Change scope.
Kevin Barrett
- C. 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
 Change to: May be open entry/open exit
Tim Hernandez

- D. Course Number and Title: DT 145 Architectural Delineation and Pictorial Drawing
Short Title: Arch Delineation/Pictorial Drw
Discipline: Drafting Technology (DT)
Recommended Prep: DT 125/R DT 125, and DT 144
Transfer Acceptability: UC, CSU
Repeatability: May be taken 2 times.
Change short title; change scope
Ken Swift
- E. Course Number and Title: DT 155 Architectural Theory
Discipline: Drafting Technology (DT)
Associate Degree General Education - C Humanities
CSU GE Area C: Arts, Literature, Philosophy and Foreign Languages - C1 - Arts, Dance, Music, Theater
Transfer Acceptability: CSU
Change units; change hours; Add AA Degree GE Area C; Add CSU GE Area C
Ken Swift
- F. Course Number and Title: HE 100 Health Education and Fitness Dynamics
Discipline: Health (HE)
Co-requisites: HE 100L
Associate Degree Health Requirement - Health Lecture - HE 100L CSU GE Area E: Lifelong Understanding and Self-Development - E Lifelong Understanding and Self-Development
Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Telecourse, Online
Add online
Kelly Falcone
- G. Course Number and Title: R CUL 120/CUL 120 Patisserie and Baking I
Discipline: Culinary Arts (R CUL)/Culinary Arts (CUL)
Prerequisites: Current San Diego County Food Handler Card
Recommended Prep: FCS 110 / MICR 110
Grading Basis: Grade Only
Repeatability: May be taken 2 times.
Add repeatability.
James M Hovertsz
- H. Course Number and Title: R CUL 121/CUL 121 Patisserie and Baking II
Discipline: Culinary Arts (R CUL)/Culinary Arts (CUL)
Prerequisites: R CUL 120/CUL 120
Grading Basis: Grade Only
Repeatability: May be taken 2 times.
Change scope; add repeatability
James M Hovertsz

8. Credit Courses - Deactivations

- A. Course Number and Title: CHEM 196 Special Laboratory Problems in Chemistry
 Discipline: Chemistry (CHEM)
 Prerequisites: CHEM 105, or CHEM 110, and CHEM 110L; Approval of project
 or research by department chairperson
 Transfer Acceptability: UC, CSU
 Repeatability: May be taken 2 times.
 Reason for Deactivation: Students enroll in CHEM 295 instead of 196.
David Boyajian

9. Noncredit Course - New

There are no new noncredit courses for this agenda.

10. Noncredit Course - Change

- A. Course Number and Title: N BASC 200 Literacy/Adult Basic Education
 Discipline: Basic Education (N BASC)
 Change hours
Mollie Smith

11. Noncredit Course - Deactivation

- A. Course Number and Title: N CTED 608 Storm Water Regulations and
 Management
 Discipline: Career and Technical Education (N CTED)
 Reason for Deactivation: No market for the class.
Mollie Smith

12. Distance Learning

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

<u>Catalog Subject/Number</u>	<u>Distance Learning Offering(s)</u>
ART 100 Introduction to Art	Telecourse, <u>Online</u>
COUN 170 Major Search	Online
HE 100 Health Education and Fitness Dynamics	Telecourse, <u>Online</u>
PWM 52 Asphalt and Portland Cement	<u>Online</u>
PWM 53 Public Works Inspection	<u>Online</u>
R GCIP 249/GCIP 249 Page Layout and Design II	Telecourse, Online

B. RESUMPTION OF REGULAR AGENDA**1. ITEMS REMOVED FROM THE CONSENT CALENDAR**

There were no items removed from the Consent Calendar.

**2. ITEMS REMOVED FROM CONSENT CALENDAR OF
NOVEMBER 29, 2006**

MSC Laughlin, Schwerdtfeger to approve the following changes to ACS courses:

- A. Course Number and Title: ACS 115 Intercollegiate Golf
Discipline: Athletics and Competitive Sports (ACS)
Transfer Acceptability: UC, CSU
Repeatability: May be taken 3 times.
Change title, short title, scope
Ronnie Mancao

- B. Course Number and Title: ACS 125 Intercollegiate Soccer
Discipline: Athletics and Competitive Sports (ACS)
Transfer Acceptability: UC, CSU
Repeatability: May be taken 3 times.
Change title, short title, scope
Ronnie Mancao

- C. Course Number and Title: ACS 150 Intercollegiate Wrestling
Discipline: Athletics and Competitive Sports (ACS)
Transfer Acceptability: UC, CSU
Repeatability: May be taken 3 times.
Change title, short title
Ronnie Mancao

V. INFORMATION/DISCUSSION**A. Status of Course Outline Reviews**

There have been no new course outline reviews completed since November 7, 2006.

B. Technical Corrections

Ms. Brannick stated that the following technical corrections do not need action. They are presented here for information. However, in item #1, the CSIS Web Server Administrator – Emphasis in Linux is a Certificate of Proficiency, rather than an AA Degree/Certificate of Achievement as stated on the agenda.

- 1. Changes to CSIS Web Server Administrator – Emphasis in Linux Certificate of Proficiency were approved by the Curriculum Committee on September 20, 2006 and by the Faculty Senate on October 2, 2006. Since that time the total units have been corrected from 13 - 14, to 15.5 – 16.5.

- 2. Changes to DR 15 were approved by the Curriculum Committee on September 20, 2006 and by the Faculty Senate on October 2, 2006. Since that

time, the short title has been changed from English Essentials/Disabled to English Essentials Support.

3. French A.A. Degree Major or Certificate of Achievement – the TOP code has been changed from 0801.00 to 1102.00
4. N ABED 201 Literacy/Adult Basic Education requires a technical correction from lecture/lab to lecture. Changes to the course were approved by Curriculum Committee on November 30, 2005 and by the Faculty Senate on January 30, 2006, and the course has since been corrected to lecture only.
5. N ADLT 700 Be Alive – Exercise requires a technical correction from lecture/lab to lab. Changes to course were approved by Curriculum Committee on December 6, 2006, and it has since been corrected to lab only.
6. Changes to WTE/WWT 225 were approved by the Curriculum Committee on November 15, 2006 and by the Faculty Senate on November 27, 2006. The lab hours have since been corrected from 4 hours per week to 12 hours per week, for this 4-unit lab course.

C. Updated Curriculum Committee Timeline for 2006-07

Ms. Brannick pointed out there is an updated Curriculum Committee Timeline for 2006-07.

D. Review Goals for 2006-07

Following are the Curriculum Committee goals for 2006-07 and the progress on each.

1. Departments continue being diligent in deactivating courses. This is critical to the articulation process.
Progress: This is ongoing.
2. CSIS Department review their numbering system. They have just about used all the numbers possible. Break courses into more discipline areas (e.g., CSIS broken down to CSIS, CIS, and/or IS). This will make available more course numbers for new courses.
Progress: Ms. Brannick reported that the Chairperson of the CSIS Department indicates they will start working on this project.
3. Increase number of A.A. Degree options. (e.g. A.A. Degrees with emphases)
Progress: This is ongoing.

4. Create a glossary for the Course Number Guidelines and Distance Learning *Judy Dolan, Anne Hohman, and Berta Cuaron volunteered to participate in a work group for this task.*
Progress: Monika Brannick provided the group with the current Guidelines for Course Numbering. They will begin work on this goal.
 5. Computer Proficiency/Information Competency Requirement
Progress: Judy Dolan reported that she, Jackie Martin-Klement and Katie French meet regularly.
 6. Develop Processes for Deactivation of Instructional Programs
Progress: Wilma Owens, Teresa Laughlin, Pat Hahn, and Matt Estes will begin working on this.
 7. More interface with Learning Outcomes and with Institutional Review
Progress: This is ongoing, with Deborah Paes De Barros serving as liaison between the Curriculum Committee and the Learning Outcomes Council.
 8. Create Curriculum Handbook
Monika Brannick, Anne Hohman, Berta Cuaron, and Gloria Kerkhoff volunteered to participate in a work group for this task.
Progress: Monika Brannick shared a model handbook from San Bernardino Community College and the group will begin working on the handbook. Preparation for the Curriculum Development Workshops and questions raised at the workshops will help identify topics for the handbook. In addition, ideas and reference materials have been gathered over time. In addition, the CCC System Office will be publishing a revised Program and Course Approval Handbook in the near future.
 9. Curriculum Development Workshops
These are scheduled for March 7 and March 29.
- E. Program Deactivation Process

Matt Estes volunteered to join the group of Wilma Owens, Teresa Laughlin, and Patrick Hahn. They will begin drafting a Program Deactivation Process, perhaps using the New Program Approval process as a model.

F. Footnote for Catalog regarding Minimum Grade of “C” to meet Requisite.

The Curriculum Committee was presented with two draft footnote options for inclusion in the college catalog.

MSC Cater, Laughlin to move this item from Information to Action.

MSC Vernoy, Cater to recommend the following footnote be included on every page in Section 7, Programs and Course Offerings, for the 2007-08 College catalog:

To meet prerequisites, the student must have earned a letter grade of A, B, C or CR in the prerequisite course.

G. Originator Rights

The following changes to Curricunet recommended by the Curriculum Committee are still pending:

- the rationale field will be a required field,
- in the rationale field, the originator should provide more details, such as when the course was last taught and by whom.

H. Develop Group to Review Non-traditional/alternative Deliveries

Ms. Brannick reported that our local process for approving and reviewing distance education courses needs to be reviewed with respect to state requirements and Statewide Academic Senate guidelines. Our approval and review processes should verify that the standards and student contacts for distance learning classes are the same as non-distance learning classes. Our pages in Curricunet do not collect adequate information. She shared an example of an effective distance learning form provided by the Statewide Academic Senate.

It was decided to form a work group to evaluate our current processes and make recommendations as needed. The work group should include hybrid classes in their review. Lillian Payn, Matt Estes, Robert Jones, Anne Hohman, and Monika Brannick volunteered for this group. The group could work throughout the spring semester to develop recommendations, and any approved changes to Curricunet could be completed during the summer for next year’s curriculum process. The group will be referred to as Technology Mediated Instruction.

I. Graduation Competency Requirements for the Associate Degree

Ms. Berta Cuaron referred to attachment D, a letter from the CCC Chancellor’s Office regarding changes to the graduation competency requirements for the Associate Degree. At Palomar College, we already meet the proposed English and Mathematics requirement changes. The proposed date to implement these new requirements system wide is 2009,

but due to the debate that has taken place across the state on this proposal, there will likely be one more reading before the new requirements are effective.

J. Curriculum Writing Workshop

- Wednesday, March 7, 2007, 2:30 – 4:30 pm, SU-203
- Thursday, March 29, 2007, 12:30 – 2:30 pm, SU-18

K. Curricunet Training for Course Reviews

- Thursday, February 22, 2007, 2:30 – 3:30 pm, B-8
- Wednesday, March 14, 2007, 2:30 – 3:30 pm, B-8

VI. REPORTS

A. Curriculum Planning Subcommittee

There was no report.

B. Information Competency

There was no report.

C. Learning Outcomes

Ms. Cuaron reported that the Learning Outcomes Council continues to meet with various departments. Their goal is to meet with the remaining departments by the end of this year. They continue working on basic skills, the honors program, and front door strategies. They are making a lot of progress in positive ways toward success of our students.

VII. FUTURE ITEMS FOR DISCUSSION

A. Program Review

Ms. Cuaron informed the group that we need to identify a process for reviewing our programs. It had been hoped that the certificate and degree programs would be reviewed as part of Institutional Review, but that is not occurring. We currently are not in compliance with program review requirements. Vocational Programs must be reviewed every two years. Ms. Cuaron recommended procedures be established to routinely review our certificate and degree programs. Vocational programs should be reviewed every two years, and non-vocational programs could be reviewed less often, perhaps on a six-year cycle.

Ms. Cuaron reported that we also need to look at our requisites and requisite validation. There are specific requirements for validating requisites on a routine basis.

Program review and requisite validation perhaps should be the Curriculum Committee's priority goals for next year.

VIII. NEXT MEETING – Wednesday, February 21, 2007 – 3:00 p.m., AA-140

IX. ADJOURNMENT – The meeting was adjourned at 4:00 p.m.