

**PALOMAR COLLEGE  
CURRICULUM COMMITTEE MEETING**

Wednesday, September 19, 2007

Room SU-18 at 3:00 p.m.

- I. CALL TO ORDER**
- II. MINUTES OF MAY 2, 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 2008:

1. **Credit Course/Program Packages**

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

2. **Noncredit Course/Program Packages**

- a. There are no noncredit Course/Program Packages for this agenda.

3. **New Programs**

- a. There are no New Programs for this agenda.

4. **Program Changes**

- a. Program Title: Administration of Justice - Homeland Security  
Discipline: Administration of Justice (AJ)  
Award Type: A.A. Degree Major  
Total Units: 36  
Add FIRE 131, increase total units  
*Kevin Barrett*
- b. Program Title: Administration of Justice - Law Enforcement  
Discipline: Administration of Justice (AJ)  
Award Type: A.A. Degree Major  
Total Units: 36  
Add AJ 110, increase total units  
*Kevin Barrett*
- c. Program Title: Fire Technology - General  
Discipline: Fire Technology (FIRE)  
Award Type: A.A. Degree Major or Certificate of Achievement  
Total Units: 31  
Remove options of PHYS 102, 120, and PHSC 100 from Program Requirements, remove option of CHEM 100 from electives, and increase unit value of FIRE 176  
*Brett VanWey*

5. **Program Deactivations**

- a. There are no Program Deactivations for this agenda.

6. **Credit Courses - New**

- a. There are no New Credit Courses for this agenda.

7. **Credit Course - Change**

- a. Course Number and Title: ESL 40 Introduction to Academic Reading and Writing  
Discipline: English as a Second Language (ESL)  
Re-write course objectives, change textbook, required writing, outside assignments and methods of assessment, add required reading and critical

thinking

*Marty Furch*

- b. Course Number and Title: FIRE 132 Fundamentals of Emergency Management  
Discipline: Fire Technology (FIRE)  
Course included in the following programs:  
Emergency Management - Certificate of Achievement  
Prerequisite: A minimum grade of C in FIRE 131  
Distance Learning Offering(s): Online  
Add prerequisite, add textbook, add required writing and critical thinking  
*Carl Lofthouse*
  
- c. Course Number and Title: FIRE 133 Disaster Mitigation  
Discipline: Fire Technology (FIRE)  
Course included in the following programs:  
Emergency Management - Certificate of Achievement  
Prerequisites: A minimum grade of C in FIRE 131  
Distance Learning Offering(s): Online  
Add prerequisite, add required writing and critical thinking  
*Carl Lofthouse*
  
- d. Course Number and Title: FIRE 176 Fire Command 1B  
Discipline: Fire Technology (FIRE)  
Course included in the following programs:
  - 1. Fire Technology - General, A.A. Degree Major or Certificate of AchievementTransfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Increase unit value and hours per week, add online, textbook, and methods of assessment, update required writing, add critical thinking  
*Brett VanWey*

8. **Credit Courses - Deactivations**

- a. Course Number and Title: CHDV 298 Child Development Field Experience  
Short Title: CHDV Field Experience  
Discipline: Child Development (CHDV)  
Transfer Acceptability: CSU  
Grading Basis: Credit/No Credit Only  
Repeatability: May be taken 4 times.  
Reason for Deactivation: Inactive  
*Diane Studinka*

- b. Course Number and Title: PLS 140 Contract Law  
Discipline: Paralegal Studies (PLS)  
Prerequisites: LS 121 / PLS 121  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Video Two Way  
Reason for Deactivation: PLS program being phased out  
*Angelo Corpora*
  
- c. Course Number and Title: PLS 197 Paralegal Studies Topics  
Discipline: Paralegal Studies (PLS)  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Telecourse  
Repeatability: May be taken 4 times.  
Reason for Deactivation: PLS program being phased out  
*Angelo Corpora*
  
- d. Course Number and Title: PLS 210 Computer Literacy for Paralegals-Advanced  
Short Title: COMP LITERACY/PARALEGALS-ADV  
Discipline: Paralegal Studies (PLS)  
Transfer Acceptability: CSU  
Reason for Deactivation: PLS program being phased out  
*Angelo Corpora*
  
- e. Course Number and Title: PLS 246 Civil Litigation II  
Discipline: Paralegal Studies (PLS)  
Prerequisites: LS 245 / PLS 245  
Transfer Acceptability: CSU  
Reason for Deactivation: PLS program being phased out  
*Angelo Corpora*
  
- f. Course Number and Title: PLS 270 Intellectual Property  
Discipline: Paralegal Studies (PLS)  
Prerequisites: LS 121 / PLS 121  
Transfer Acceptability: CSU  
Reason for Deactivation: PLS program being phased out  
*Angelo Corpora*
  
- g. Course Number and Title: PLS 50 CLA Exam Preparation  
Discipline: Paralegal Studies (PLS)  
Recommended Prep: Completion of Paralegal Studies Program, or seven years experience as a paralegal  
Grading Basis: Credit/No Credit Only  
Reason for Deactivation: PLS program being phased out  
*Angelo Corpora*

9. **Credit Courses - Reactivations**

- a. There are no Credit Course Reactivations for this agenda.

10. **Noncredit Course - New**

- a. There are no New Noncredit Courses for this agenda.

11. **Noncredit Course - Change**

- a. Course Number and Title: N CTED 605 Basic Tutoring Training  
Discipline: Career and Technical Education (N CTED)  
Range of Lecture/Lab hours specified  
*Mollie Smith*

12. **Noncredit Course - Deactivation**

- a. Course Number and Title: N BASC 203 Basic Mechanical Skills  
Discipline: Basic Education (N BASC)  
Reason for Deactivation: Disapproved by CCC System office  
*Mollie Smith*

13. **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:

| <b><u>Catalog Subject/Number</u></b>          | <b><u>Distance Learning Offering (s)</u></b> |
|---|--|
| FIRE 132 Fundamentals of Emergency Management | Online                                       |
| FIRE 133 Disaster Mitigation                  | Online                                       |
| FIRE 176 Fire Command 1B                      | <u>Online</u>                                |
| PLS 197                                       | <del>Video Two-Way</del>                     |
| PLS 140                                       | <del>Telecourse</del>                        |

|  |
|--|
| <b>B. RESUMPTION OF REGULAR AGENDA</b> |
|--|

1. **ITEMS REMOVED FROM THE CONSENT CALENDAR**

2. **CURRICULUM CHANGES EFFECTIVE SPRING 2008**

I. **Credit Course - Change**

- a. Course Number and Title: PHOT 125 History and Criticism of Photography  
Discipline: Photography (PHOT)

Transfer Acceptability: UC, CSU

Distance Learning Offering(s): Telecourse, Online

CSU GE Area C: Arts, Literature, Philosophy and Foreign Languages - C1  
- Arts, Dance, Music, Theater

IGETC Area 3: Arts and Humanities - A. Fine Arts

Add online and television; add methods of instruction, replace textbook,  
add required and suggested reading and method of assessment, add critical  
thinking

*Paul Stachelek*

- b. Course Number and Title: SPAN 101A Spanish IA  
Discipline: Spanish (SPAN)  
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): Computer Assisted, Video Two Way,  
Video One Way, Telecourse, Online  
Add Computer Assisted, Video Two Way, Video One Way, Telecourse,  
Online  
*Kathleen Sheahan*
- c. Course Number and Title: SPAN 101B Spanish IB  
Discipline: Spanish (SPAN) (SPAN)  
Prerequisites: SPAN 101A, or one year 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): Computer Assisted, Video Two Way,  
Video One Way, Telecourse, Online  
Add Computer Assisted, Video Two Way, Video One Way, Telecourse,  
Online  
*Kathleen Sheahan*
- d. Course Number and Title: SPAN 102A Spanish IIA  
Discipline: Spanish (SPAN) (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): Computer Assisted, Video Two Way,  
Video One Way, Telecourse, Online  
Add Computer Assisted, Video Two Way, Video One Way, Telecourse,

Online

*Kathleen Sheahan*

- e. Course Number and Title: SPAN 102B Spanish IIB  
Discipline: Spanish (SPAN) (SPAN)  
Prerequisites: SPAN 102A, 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): Computer Assisted, Video Two Way,  
Video One Way, Telecourse, Online  
Add Computer Assisted, Video Two Way, Video One Way, Telecourse,  
Online

*Kathleen Sheahan*

- f. Course Number and Title: SPAN 201 Spanish III  
Discipline: Spanish (SPAN) (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 Computer Assisted, Video Two Way, Video One Way, Telecourse,  
Online

*Kathleen Sheahan*

- g. Course Number and Title: SPAN 201A Spanish IIIA  
Discipline: Spanish (SPAN) (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  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Computer Assisted, Video Two Way,  
Video One Way, Telecourse, Online  
Add Computer Assisted, Video Two Way, Video One Way, Telecourse,  
Online

*Kathleen Sheahan*

- h. Course Number and Title: SPAN 201B Spanish IIIB  
Discipline: Spanish (SPAN) (SPAN)

Prerequisites: SPAN 201A  
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): Computer Assisted, Video Two Way,  
Video One Way, Telecourse, Online  
Add Computer Assisted, Video Two Way, Video One Way, Telecourse,  
Online  
*Kathleen Sheahan*

### 3. DISTANCE LEARNING COURSES

The following courses may be offered as distance learning and meet Title 5 Regulations 55370, 55372, 55374, 55376, 55378 and 55380, effective Spring 2008:

| <u>Catalog Subject/Number</u>                 | <u>Distance Learning Offering (s)</u>                                      |
|---|--|
| PHOT 125 History and Criticism of Photography | <u>Television, online</u>  |
| SPAN 101A Spanish IA                          | <u>Computer Assisted, Video Two Way, Video One Way, Telecourse, Online</u> |
| SPAN 101B Spanish IB                          | <u>Computer Assisted, Video Two Way, Video One Way, Telecourse, Online</u> |
| SPAN 102A Spanish IIA                         | <u>Computer Assisted, Video Two Way, Video One Way, Telecourse, Online</u> |
| SPAN 102B Spanish IIB                         | <u>Computer Assisted, Video Two Way, Video One Way, Telecourse, Online</u> |
| SPAN 201 Spanish III                          | <u>Computer Assisted, Video Two Way, Video One Way, Telecourse, Online</u> |
| SPAN 201A Spanish IIIA                        | <u>Computer Assisted, Video Two Way, Video One Way, Telecourse, Online</u> |
| SPAN 201B Spanish IIIB                        | <u>Computer Assisted, Video Two Way, Video One Way, Telecourse, Online</u> |

### V. INFORMATION/DISCUSSION

#### 1. Status of Course Outline Reviews

- a. The following courses have completed the course outline review process between April 27, 2007 and September 12, 2007 and are effective Fall 2007

|  |   |
|--|---|
| ART 138 Ceramic Surface Decoration                           | ENG 205 Introduction to Literature                            |
| ART 139 Raku Techniques                                      | ENG 220 Survey of World Literature I                          |
| BIOL 45A Field Studies in Natural History                    | ENG 230 Introduction to the American Novel                    |
| BIOL 100 General Biology                                     | ENG 280 Women and Literature                                  |
| BIOL 101 General Biology (Lecture)                           | HIST 108 World History Since 1650                             |
| BIOL 114 Ecosystem Biology                                   | MATH 10 Basic Arithmetic                                      |
| BIOL 118 General Ecology (Lecture)                           | ID 160 Interior Illustration                                  |
| BIOL 118L General Ecology (Laboratory)                       | MATH 50 Beginning Algebra                                     |
| BIOL 195A Field Studies in Natural History                   | MATH 110 College Algebra                                      |
| BIOL 195C Field Studies in Marine Biology                    | N ESL 301 Beginning ESL I                                     |
| BIOL 195D Field Studies in Island Ecology                    | PHOT 210 Advanced Black & White Photography                   |
| BIOL 195E Field Studies in Tropical Biology                  | ZOO 120 Animal Behavior                                       |
| BIOL 200 Foundations of Biology I                            | ZOO 195A Field Study of Marine Invertebrates                  |
| BIOL 201 Foundations of Biology II                           | ZOO 195B Field Study of Marine Vertebrates                    |
| BUS 136 Personal Finance                                     | ZOO 195C Field Study of Terrestrial Vertebrates               |
| CSIS 138 JavaScript  | ZOO 195D Field Study of Birds                                 |
| CSIS 195 Python Programming                                  | ZOO 195E Field Study of Terrestrial and Aquatic Invertebrates |
| CSIS 222 Machine Organization and Assembler Language         | ZOO 195F Field Study in Animal Ecology                        |
| DA 50 Introduction to Dental Sciences and Dental Occupations | ZOO 200 Anatomy   |
| ED 200 Careers in Teaching                                   |   |

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

3. CURRICULUM PLANNING SUBCOMMITTEE

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

4. TITLE 5 UPDATE – (Attachment D)

- a. Include Example Assignments on Course Outline of Record
  - i. Reading
  - ii. Writing
  - iii. Critical Thinking

- b. Specify contact hours on Course Outline of Record
  - i. Defined LEC
  - ii. Defined LAB
- 5. TRAINING FOR STANDALONE COURSE APPROVAL
- 6. PROGRAM REVIEW
  - a. 5 year cycle
  - b. Learning Outcomes Process
- 7. LEARNING OUTCOMES
- 8. ESTABLISH GOALS FOR 2007-08 – (Attachment C)

## **VI. REPORTS**

- a. Curriculum Planning Subcommittee
- b. Information Competency
- c. Learning Outcomes/Basic Skills
- d. Technology, Media & Instruction Subcommittee
- e. Academic Technology

## **VII. FUTURE ITEMS FOR DISCUSSION**

**VIII. NEXT MEETING** – October 17, 2007 – 3:00 p.m. Room B-5

## **IX. ADJOURNMENT**

**PALOMAR COLLEGE  
CURRICULUM COMMITTEE MEETING  
MINUTES**

Wednesday, September 19, 2007  
Room SU-18 at 3:00 p.m.

**I. CALL TO ORDER**

Ms. Brannick determined that a quorum was established and called the meeting to order at 3:06 p.m.

**MEMBERS PRESENT**

Norma Bean  
Judy Eckhart  
Michelle Eichelberger  
Matt Estes  
Candi Francis  
Katheryn Garlow  
Pat Hahn  
Gloria Kerkhoff  
Teresa Laughlin  
Jackie Martin-Klement  
Patrick Mills  
Lillian Payn

Thomas Powers  
Gary Sosa  
Carla Thomson  
Mark Vernoy

**GUESTS PRESENT**

Lee Chen  
Linda Cox  
Marty Furch

**SUPPORT STAFF PRESENT**

Cheryl DeLoatch  
Diane Veach

**II. MINUTES OF MAY 2, 2007**

Francis, Eckhart to approve the minutes of the May 2, 2007 meeting.

**III. ANNOUNCEMENTS**

Ms. Brannick introduced Cheryl DeLoatch as the new Administrative Technician for the Curriculum Committee and Thomas Powers a part-time instructor in the Art Department appointed by the Senate September 18.

**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

MSC Mills, Estes to approve the following curricular changes, pending appropriate approvals, to be effective FALL 2008:

### 1. Credit Course/Program Packages

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

### 2. Noncredit Course/Program Packages

a. There are no noncredit Course/Program Packages for this agenda.

### 3. New Programs

a. There are no New Programs for this agenda.

### 4. Program Changes

a. Program Title: Administration of Justice - Homeland Security

Discipline: Administration of Justice (AJ)

Award Type: A.A. Degree Major

Total Units: 36

Add FIRE 131, increase total units

*Kevin Barrett*

b. Program Title: Administration of Justice - Law Enforcement

Discipline: Administration of Justice (AJ)

Award Type: A.A. Degree Major

Total Units: 36

Add AJ 110, increase total units

*Kevin Barrett*

c. Program Title: Fire Technology - General

Discipline: Fire Technology (FIRE)

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

Total Units: 31

Remove options of PHYS 102, 120, and PHSC 100 from Program Requirements, remove option of CHEM 100 from electives, and increase unit value of FIRE 176

*Brett VanWey*

5. **Program Deactivations**

- a. There are no Program Deactivations for this agenda.

6. **Credit Courses - New**

- a. There are no New Credit Courses for this agenda.

7. **Credit Course - Change**

- a. Course Number and Title: ESL 40 Introduction to Academic Reading and Writing  
Discipline: English as a Second Language (ESL)  
Re-write course objectives, change textbook, required writing, outside assignments and methods of assessment, add required reading and critical thinking

*Marty Furch*

- b. Course Number and Title: FIRE 132 Fundamentals of Emergency Management  
Discipline: Fire Technology (FIRE)  
Course included in the following programs:  
Emergency Management - Certificate of Achievement  
Prerequisite: A minimum grade of C in FIRE 131  
Distance Learning Offering(s): Online  
Add prerequisite, add textbook, add required writing and critical thinking

*Carl Lofthouse*

- c. Course Number and Title: FIRE 133 Disaster Mitigation  
Discipline: Fire Technology (FIRE)  
Course included in the following programs:  
Emergency Management - Certificate of Achievement  
Prerequisites: A minimum grade of C in FIRE 131  
Distance Learning Offering(s): Online  
Add prerequisite, add required writing and critical thinking

*Carl Lofthouse*

- d. Course Number and Title: FIRE 176 Fire Command 1B  
Discipline: Fire Technology (FIRE)  
Course included in the following programs:
1. Fire Technology - General, A.A. Degree Major or Certificate of Achievement

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Increase unit value and hours per week, add online, textbook, and methods of assessment, update required writing, add critical thinking

*Brett VanWey*

8. **Credit Courses - Deactivations**

- a. Course Number and Title: CHDV 298 Child Development Field Experience  
Short Title: CHDV Field Experience  
Discipline: Child Development (CHDV)  
Transfer Acceptability: CSU  
Grading Basis: Credit/No Credit Only  
Repeatability: May be taken 4 times.  
Reason for Deactivation: Inactive  
*Diane Studinka*
- b. Course Number and Title: PLS 140 Contract Law  
Discipline: Paralegal Studies (PLS)  
Prerequisites: LS 121 / PLS 121  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Video Two Way  
Reason for Deactivation: PLS program being phased out  
*Angelo Corpora*
- c. Course Number and Title: PLS 197 Paralegal Studies Topics  
Discipline: Paralegal Studies (PLS)  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Telecourse  
Repeatability: May be taken 4 times.  
Reason for Deactivation: PLS program being phased out  
*Angelo Corpora*
- d. Course Number and Title: PLS 210 Computer Literacy for Paralegals-Advanced  
Short Title: COMP LITERACY/PARALEGALS-ADV  
Discipline: Paralegal Studies (PLS)  
Transfer Acceptability: CSU  
Reason for Deactivation: PLS program being phased out  
*Angelo Corpora*
- e. Course Number and Title: PLS 246 Civil Litigation II  
Discipline: Paralegal Studies (PLS)  
Prerequisites: LS 245 / PLS 245  
Transfer Acceptability: CSU

Reason for Deactivation: PLS program being phased out  
*Angelo Corpora*

- f. Course Number and Title: PLS 270 Intellectual Property  
Discipline: Paralegal Studies (PLS)  
Prerequisites: LS 121 / PLS 121  
Transfer Acceptability: CSU  
Reason for Deactivation: PLS program being phased out  
*Angelo Corpora*
- g. Course Number and Title: PLS 50 CLA Exam Preparation  
Discipline: Paralegal Studies (PLS)  
Recommended Prep: Completion of Paralegal Studies Program, or seven years experience as a paralegal  
Grading Basis: Credit/No Credit Only  
Reason for Deactivation: PLS program being phased out  
*Angelo Corpora*

9. **Credit Courses - Reactivations**

- a. There are no Credit Course Reactivations for this agenda.

10. **Noncredit Course - New**

- a. There are no New Noncredit Courses for this agenda.

11. **Noncredit Course - Change**

- a. Course Number and Title: N CTED 605 Basic Tutoring Training  
Discipline: Career and Technical Education (N CTED)  
Range of Lecture/Lab hours specified  
*Mollie Smith*

12. **Noncredit Course - Deactivation**

- a. Course Number and Title: N BASC 203 Basic Mechanical Skills  
Discipline: Basic Education (N BASC)  
Reason for Deactivation: Disapproved by CCC System office  
*Mollie Smith*

13. **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:

| <b><u>Catalog Subject/Number</u></b>          | <b><u>Distance Learning Offering (s)</u></b> |
|---|--|
| FIRE 132 Fundamentals of Emergency Management | Online                                       |

|                              |                          |
|------------------------------|--------------------------|
| FIRE 133 Disaster Mitigation | Online                   |
| FIRE 176 Fire Command 1B     | <u>Online</u>            |
| PLS 197                      | <del>Video Two Way</del> |
| PLS 140                      | <del>Telecourse</del>    |

|  |
|--|
| <b>B. RESUMPTION OF REGULAR AGENDA</b> |
|--|

**1. ITEMS REMOVED FROM THE CONSENT CALENDAR**

There were no items removed from the Consent Calendar.

**2. CURRICULUM CHANGES EFFECTIVE SPRING 2008**

Eckhart, Hahn to approve the following curricular changes, pending appropriate approvals, to be effective Spring 2008.

**I. Credit Course - Change**

- a. Course Number and Title: PHOT 125 History and Criticism of Photography  
 Discipline: Photography (PHOT)  
 Transfer Acceptability: UC, CSU  
 Distance Learning Offering(s): Telecourse, Online  
 CSU GE Area C: Arts, Literature, Philosophy and Foreign Languages - C1  
 - Arts, Dance, Music, Theater  
 IGETC Area 3: Arts and Humanities - A. Fine Arts  
 Add online and television; add methods of instruction, replace textbook, add required and suggested reading and method of assessment, add critical thinking  
*Paul Stachelek*
- b. Course Number and Title: SPAN 101A Spanish IA  
 Discipline: Spanish (SPAN)  
 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): Computer Assisted, Video Two Way, Video One Way, Telecourse, Online  
 Add Computer Assisted, Video Two Way, Video One Way, Telecourse, Online  
*Kathleen Sheahan*
- c. Course Number and Title: SPAN 101B Spanish IB  
 Discipline: Spanish (SPAN)  
 Prerequisites: SPAN 101A, or one year 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): Computer Assisted, Video Two Way,  
Video One Way, Telecourse, Online

Add Computer Assisted, Video Two Way, Video One Way, Telecourse,  
Online

*Kathleen Sheahan*

- d. Course Number and Title: SPAN 102A Spanish IIA  
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): Computer Assisted, Video Two Way,  
Video One Way, Telecourse, Online  
Add Computer Assisted, Video Two Way, Video One Way, Telecourse,  
Online  
*Kathleen Sheahan*
- e. Course Number and Title: SPAN 102B Spanish IIB  
Discipline: Spanish (SPAN)  
Prerequisites: SPAN 102A, 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): Computer Assisted, Video Two Way,  
Video One Way, Telecourse, Online  
Add Computer Assisted, Video Two Way, Video One Way, Telecourse,  
Online  
*Kathleen Sheahan*
- f. 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 Computer Assisted, Video Two Way, Video One Way, Telecourse, Online

*Kathleen Sheahan*

- g. Course Number and Title: SPAN 201A Spanish IIIA  
 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  
 Transfer Acceptability: UC, CSU  
 Distance Learning Offering(s): Computer Assisted, Video Two Way, Video One Way, Telecourse, Online  
 Add Computer Assisted, Video Two Way, Video One Way, Telecourse, Online  
*Kathleen Sheahan*
- h. Course Number and Title: SPAN 201B Spanish IIIB  
 Discipline: Spanish (SPAN)  
 Prerequisites: SPAN 201A  
 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): Computer Assisted, Video Two Way, Video One Way, Telecourse, Online  
 Add Computer Assisted, Video Two Way, Video One Way, Telecourse, Online  
*Kathleen Sheahan*

### 3. DISTANCE LEARNING COURSES

The following courses may be offered as distance learning and meet Title 5 Regulations 55370, 55372, 55374, 55376, 55378 and 55380, effective Spring 2008:

| <u>Catalog Subject/Number</u>                 | <u>Distance Learning Offering (s)</u>                                      |
|---|--|
| PHOT 125 History and Criticism of Photography | <u>Television, online</u>  |
| SPAN 101A Spanish IA                          | <u>Computer Assisted, Video Two Way, Video One Way, Telecourse, Online</u> |
| SPAN 101B Spanish IB                          | <u>Computer Assisted, Video Two Way, Video One Way, Telecourse, Online</u> |

|                        |  |
|------------------------|--|
| SPAN 102A Spanish IIA  | <u>Computer Assisted, Video Two Way, Video One Way, Telecourse, Online</u> |
| SPAN 102B Spanish IIB  | <u>Computer Assisted, Video Two Way, Video One Way, Telecourse, Online</u> |
| SPAN 201 Spanish III   | <u>Computer Assisted, Video Two Way, Video One Way, Telecourse, Online</u> |
| SPAN 201A Spanish IIIA | <u>Computer Assisted, Video Two Way, Video One Way, Telecourse, Online</u> |
| SPAN 201B Spanish IIIB | <u>Computer Assisted, Video Two Way, Video One Way, Telecourse, Online</u> |

## V. INFORMATION/DISCUSSION

### 1. Status of Course Outline Reviews

- a. The following courses have completed the course outline review process between April 27, 2007 and September 12, 2007 and are effective Fall 2007

|   |  |
|---|--|
| ART 138 Ceramic Surface Decoration          | CSIS 222 Machine Organization and Assembler Language         |
| ART 139 Raku Techniques                     | DA 50 Introduction to Dental Sciences and Dental Occupations |
| BIOL 45A Field Studies in Natural History   | ED 200 Careers in Teaching                                   |
| BIOL 100 General Biology                    | ENG 205 Introduction to Literature                           |
| BIOL 101 General Biology (Lecture)          | ENG 220 Survey of World Literature I                         |
| BIOL 114 Ecosystem Biology                  | ENG 230 Introduction to the American Novel                   |
| BIOL 118 General Ecology (Lecture)          | ENG 280 Women and Literature                                 |
| BIOL 118L General Ecology (Laboratory)      | HIST 108 World History Since 1650                            |
| BIOL 195A Field Studies in Natural History  | MATH 10 Basic Arithmetic                                     |
| BIOL 195C Field Studies in Marine Biology   | ID 160 Interior Illustration                                 |
| BIOL 195D Field Studies in Island Ecology   | MATH 50 Beginning Algebra                                    |
| BIOL 195E Field Studies in Tropical Biology | MATH 110 College Algebra                                     |
| BIOL 200 Foundations of Biology I           | N ESL 301 Beginning ESL I                                    |
| BIOL 201 Foundations of Biology II          | PHOT 210 Advanced Black & White Photography                  |
| BUS 136 Personal Finance                    | ZOO 120 Animal Behavior                                      |
| CSIS 138 JavaScript                         | ZOO 195A Field Study of Marine Invertebrates                 |
| CSIS 195 Python Programming                 | ZOO 195B Field Study of Marine Vertebrates                   |

ZOO 195C Field Study of Terrestrial  
Vertebrates  
ZOO 195D Field Study of Birds  
ZOO 195E Field Study of Terrestrial and  
Aquatic Invertebrates

ZOO 195F Field Study in Animal  
Ecology  
ZOO 200 Anatomy

## 2. 2006-07 CURRICULUM COMMITTEE MEMBERSHIP

Add new member Thomas Powers to membership list. Deborah Paes De Barros was replaced by Marty Furch as Learning Outcomes Liaison. Ms. Brannick also introduced Norma Bean as Interim Dean for the division of Arts, Media, Business and Computing Systems.

## 3. CURRICULUM PLANNING SUBCOMMITTEE

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

Ms. Lillian Payn reported that since the last meeting, the subcommittee considered five student petitions. There were three denials and two approvals. The subcommittee continued to meet and made a list of recommendations to address the disproportionate number of denials from students petitioning multicultural equivalencies within the college and from other colleges and universities and also the number of faculty members whose courses have been denied approval to meet the requirement. The subcommittee looked at all the documentation across the college and came up with a list of recommendations to establish consistency. Catalog, petitions which students fill out and CurricUNET documentation and forms should use consistent language. Catalog does not show exact criteria so petitioners assume they are making reasonable requests and are upset when they are denied. There should be an almost 100% approval rate if the criteria were clearly spelled out so that individuals would apply only when their class meets the criteria. The subcommittee recommends a checklist on the forms to help the student or the faculty member to work through the criteria.

Ms. Brannick asked that the forms and documentation be brought back to the next meeting.

## 4. TITLE 5 UPDATE

- a. Include Example Assignments on Course Outline of Record
  - i. Reading
  - ii. Writing
  - iii. Critical Thinking
- b. Specify contact hours on Course Outline of Record
  - i. Defined LEC
  - ii. Defined LAB

Ms. Brannick reported that there are a number of newly approved changes to Title 5 which affect curriculum. A draft summary of the changes and how we are affected was provided with the agenda.

Ms. Brannick reported that one change is the requirement that our course outlines contain examples of reading assignments, writing assignments and critical thinking. As we are creating new courses or reviewing existing courses, we need to ensure those examples are included in the course outline.

Dean Mark Vernoy addressed the change that the total contact hours, rather than weekly contact hours, must be specified on the Course Outline of Record and in the college catalog. For example instead of stating that a class is 3 hours Lecture, it will state that it is 48 - 54 hours Lecture. In addition, courses that are Lecture/Lab will have to be split out into lecture hours and lab hours, rather than combined Lecture/Lab.

#### 5. TRAINING FOR STANDALONE COURSE APPROVAL

Everyone who has responsibility for approving courses must be trained prior to November 1 in order for Palomar to receive authority for final approval of new credit courses which are not added to a certificate or degree program. If the training certification cannot be signed by November 1, Palomar must continue sending standalone courses to the Chancellor's office for approval. Ms. Brannick has attended an online training, received the training materials and is now the person who will train all others who have responsibility for course approval.

The Curriculum Committee will undergo training at the next Curriculum Committee meeting, Wednesday, October 17, 2007, 3:00 pm, Room SU-18. Ms. Brannick will contact all absent members to let them know that the training will be happening.

The Faculty Senate will undergo training Monday, September 24, 2:15 pm, Faculty Senate Office

Training for Governing Board members is still being scheduled. (It was later confirmed through the Chancellor's office that Governing board members are not required to receive the training.)

#### 6. PROGRAM REVIEW

- a. 5 year cycle
- b. Learning Outcomes Process

Ms. Laughlin reported on behalf of the Student Learning Outcomes Task Force. The Task Force would like to integrate a 5 year review of learning outcomes into the existing Course Outline of Record review process. They would like to establish a systematic approach to the review of Student Learning Outcomes by adding a question or two to the review process. This will shows we're discussing the Course Outline of Record with

people who teach the course and reviewing the objectives which are Student Learning Outcomes. This is something that should be integrated into the Course Outline of Record review process, but not the actual Course Outline of Record document.

The SLO Council would also like to see a process developed through curriculum for routine program review, such as at least every five years. Information could be gathered during this review process that could be summarized and included in accreditation reports as needed.

Ms. Brannick reported that the Curriculum Committee will work with the Learning Outcomes Council to implement these changes and then send to the Senate and Board for approval. Ms. Furch added that the Learning Outcomes Council would like to simplify the process as much as possible and confirmed that integrating into the current process, should accomplish this.

Ms. Laughlin asked that these items be placed back on the next Curriculum Committee agenda for an update.

## 7. LEARNING OUTCOMES

No additional report was given.

## 8. ESTABLISH GOALS FOR 2007-08

The Curriculum Committee's goals from 2006-07 and the status of each were reviewed.

- Goal #1 is in progress. Departments continue to deactivate courses that will not be offered.
- Goal #2 is in progress, as CSIS Department is working on renumbering their courses.
- Goal #3 is addressed when departments create new AA Degrees. However, it was suggested that perhaps this could be discussed as a Chair/Director meeting so that faculty will understand what is intended.
- Goal #4 to create a glossary for course number guidelines and distance learning is on hold.
- Goal #5 Computer Proficiency Information Competency Requirement is working on actions from spring.
- Goal #6 to develop process for deactivation of instructional programs has been completed.
- Goal #7, "More interface with Learning Outcomes and with Institutional Review," was changed from "in progress" to "ongoing."
- Goal #8 to create a Curriculum Handbook is on hold pending a new handbook from the Chancellor's office.
- Goal #9 to offer Curriculum Development Workshops is in progress. Several workshops have been offered and the main focus was on Curricunet functionality.

For 2007-08, a new goal will be compliance with new Title 5 regulations.

Regarding Goal #3, to increase number of A.A. Degree options. (e.g. A.A. Degrees with emphases), Ms. Kerkhoff noted that due to the new Title 5 regulations, Palomar can no longer offer the Liberal Arts and Sciences AA degree which is the most frequently granted degree. This will affect our goal to increase A.A. Degree options since our degrees will be significantly decreased.

The Curriculum Committee will finalize its goals for 2007-08 at the next meeting.

## 9. NURSING DEGREE

Ms. Eckhart updated the committee with regard to the attempt to lower the total units for the Nursing program. They were at 81 units, and in order to maintain Accreditation, they need to lower the total units to at least 72. Because the 6-unit American History and Institutions requirement can be completed by examination, they are able to remove those 6 units from the degree total, bringing it to 75, which is progress toward the goal of 72.

## VI. REPORTS

### a. Curriculum Planning Subcommittee

No additional report was given.

### b. Information Competency/Computer Literacy

Ms. Martin-Klement reported on the Information Competency/Computer Literacy proposal. She presented comprehensive plan in spring. The group will begin meeting again next week and they will be recommending an implementation plan. The concept of demonstrating Information Competency/Computer Literacy ties into WASC and Student Learning Outcomes. Computer Literacy deals with basic computer skills such as basic keyboarding and the programs in the Microsoft Office suite. Information competency addresses critical thinking, ability to use Internet and other search tools to find data. The committee hopes to have a computerized exam that would be used a Certificate of Achievement or AA Degree, and also for transfer/general education students. An exam would not be required at the Certificate of Proficiency level. Our students need to leave with intermediate to high level skills so that they can compete successfully at other state colleges and universities. The committee would like to see something in place for next Fall.

### c. Learning Outcomes/Basic Skills

No additional report was given.

### d. Technology, Media & Instruction Subcommittee

Ms. Brannick reported that the subcommittee will be meeting to address Title 5 regulations which state that online courses have to be reviewed and approved separately.

e. Academic Technology

Ms. Payn reported that the committee met for informational purposes and to establish and prioritize goals for the year.

**VII. FUTURE ITEMS FOR DISCUSSION**

a. Transfer Certificate Degree

**VIII. NEXT MEETING** – October 17, 2007 – 3:00 p.m. Room SU-18

**IX. ADJOURNMENT** - 4:25 pm by Ms. Brannick