

**PALOMAR COLLEGE
CURRICULUM COMMITTEE MEETING
AGENDA**

Wednesday, September 16, 2009
Room MB-14 at 3:00 pm

- I. CALL TO ORDER**
- II. MINUTES OF September 2, 2009 (Attachment A)**
- III. ANNOUNCEMENTS**
- IV. AGENDA CHANGES**
- V. 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 2010:

A. **Credit Course/Program Packages**

1. There are no Credit Course/Program Packages on this agenda.

B. **Noncredit Course/Program Packages**

1. There are no Noncredit Course/Program Packages for this agenda.

C. **New Programs**

1. There are no New Programs for this agenda.

D. **Program Changes**

1. There are no Program Changes for this agenda.

E. **Program Deactivations**

1. There are no Noncredit Course/Program Packages for this agenda.

F. **Credit Courses – New**

1. There are no New Credit Courses for this agenda.

G. **Credit Course – Change**

1. Course Number and Title: AT 165 Automotive Air Conditioning
Discipline: Automotive Technology (AT)
Course Included in the following programs:
 - A. Electronic Tune-Up and Computer Control Systems, A.A. Degree Major or Certificate of Achievement
 - B. Mechanics-General, A.A. Degree Major or Certificate of Achievement

Increased units from 1 to 2. Deleted L/L component, added 1.5 hour LEC component and 1.5 hour LAB component, added material to outline, added textbook. Added Student Learning Outcomes.

Steven L. Bertram

2. Course Number and Title: CHDV 102 Working with Parents and Families
Short Title: Working with Parents
Discipline: Child Development (CHDV)
Course Included in the following programs:
 - A. Early Childhood Administration A.A. Degree Major or Certificate of Achievement
 - B. Infant/Toddler Teacher A.A. Degree Major or Certificate of Achievement

C. Working with Families A.A. Degree Major or Certificate of Achievement

Transfer Acceptability: CSU

Updated textbook and added Student Learning Outcomes.

Robert A. Sasse

3. Course Number and Title: CHDV 121 Pediatric CPR and First Aid
Discipline: Child Development (CHDV)
Courses Included in the following programs:
 - A. Early Childhood Administration, A.A. Degree Major or Certificate of AchievementTransfer Acceptability: CSU
Grading Basis: Pass/No Pass Only
Repeatability: May be taken 4 times.
Added methods of instruction, required reading, critical thinking and method of assessment, updated outside assignments and Title 5
Repeatability language. Added Student Learning Outcomes
Robert A. Sasse
4. Course Number and Title: CHDV 125 Art in Early Childhood
Discipline: Child Development (CHDV)
Courses Included in the following programs:
 - A. Preschool Teacher, A.A. Degree Major or Certificate of Achievement
 - B. Working with Families, A.A. Degree Major or Certificate of AchievementTransfer Acceptability: CSU
Added Student Learning Outcomes.
Robert A. Sasse
5. Course Number and Title: CHDV 130 Math and Science in Early Childhood
Short Title: Math/Science Early Childhood
Discipline: Child Development (CHDV)
Courses Included in the following programs:
 - A. Preschool Teacher, A.A. Degree Major or Certificate of Achievement
 - B. Working with Families, A.A. Degree Major or Certificate of AchievementTransfer Acceptability: CSU
Added Student Learning Outcomes.
Robert A. Sasse
6. Course Number and Title: CHDV 180 Understanding and Working with the School-Age Child
Short Title: Understnd/Work w/Schl-Age Chld

Courses Included in the following programs:

A. School Age Assistant, Certificate of Proficiency

Discipline: Child Development (CHDV)

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Added methods of instruction, methods of assessment and online distance learning, updated textbooks, added Student Learning Outcomes.

Diane C. Studinka

7. Course Number and Title: CHDV 190 Curriculum for the School-Aged Child
 Short Title: Curriculum/School-Aged Child
 Discipline: Child Development (CHDV)
 Courses Included in the following programs:
 A. School Age Assistant, Certificate of Proficiency
 Transfer Acceptability: CSU
 Distance Learning Offering(s): Online
 Updated textbooks, added methods of assessment and online distance learning. Added Student Learning Outcomes
Diane C. Studinka

8. Course Number and Title: CHDV 195 Adult Supervision/Mentor Teacher Preparation
 Short Title: Adlt Suprvsn/Mentr Teachr Prep
 Discipline: Child Development (CHDV)
 Prerequisites: CHDV 105, and CHDV 115
 Courses Included in the following programs:
 1. Early Childhood Administration A.A. Degree Major or Certificate of Achievement
 Transfer Acceptability: CSU
 Added methods of instruction, updated textbooks, added method of assessment. Added Student Learning Outcomes.
Robert A. Sasse

9. Course Number and Title: ECON 101 Principles of Economics (Macro)
 Short Title: Principles of Economics(Macro)
 Discipline: Economics (ECON)
 Prerequisites: MATH 60
 Courses Included in the following programs:
 A. Aviation Operations and Management A.A. Degree Major or Certificate of Achievement
 B. Business Administration A.A. Degree Major
 C. Business-General A.A. Degree Major
 D. General Studies-Emphasis in Social and Behavioral Sciences A.A. Degree Major
 E. University Studies - Emphasis in Business A.A. Degree Major

F. Economics A.A. Degree Major or Certificate of Achievement
 Associate Degree General Education - D Social and Behavioral Sciences
 CSU GE Area D: Social, Political, and Economic Institutions and
 Behavior; Historical - D2 - Economics
 IGETC Area 4: Social and Behavioral Sciences - B. Economics
 Transfer Acceptability: UC, CSU
 Distance Learning Offering(s): Online
 Added Student Learning Outcomes.
Teresa L. Laughlin

10. Course Number and Title: ECON 102 Principles of Economics (Micro)
 Short Title: Principles of Economics(Micro)
 Discipline: Economics (ECON)
 Prerequisites: MATH 60
 Courses Included in the following programs:
- A. Aviation Operations and Management A.A. Degree Major or Certificate of Achievement
 - B. Business Administration A.A. Degree Major
 - C. General Studies-Emphasis in Social and Behavioral Sciences A.A. Degree Major
 - D. University Studies - Emphasis in Business A.A. Degree Major
 - E. Economics A.A. Degree Major or Certificate of Achievement
 - G. Public Administration, A.A. Degree Major or Certificate of Achievement
- Associate Degree General Education - D Social and Behavioral Sciences
 CSU GE Area D: Social, Political, and Economic Institutions and
 Behavior; Historical - D2 - Economics
 IGETC Area 4: Social and Behavioral Sciences - B. Economics
 Transfer Acceptability: UC, CSU
 Distance Learning Offering(s): Online
 Added Student Learning Outcomes.
Teresa L. Laughlin

H. **Credit Courses - Reactivations**

1. There are no Credit Course Reactivations for this agenda.

I. **Credit Courses – Deactivations**

1. Course Number and Title: ACCT 106 State Income Tax
 Discipline: Accounting (ACCT)
 Courses Included in the following programs:
 - A. Accounting, A.A. Degree Major or Certificate of Achievement
 Transfer Acceptability: CSU
Sherry L. Gordon

J. **Noncredit Course - New**

1. There are no New Noncredit Courses for this agenda.

K. **Noncredit Course - Change**

1. There are no Noncredit Course Changes for this agenda.

L. **Noncredit Course - Deactivation**

1. There are no Noncredit Course Deactivations for this agenda

M. **Distance Learning***

The following courses may be offered as distance learning and meet Title 5 Regulations 55200-55210, effective Fall 2010:

<u>Catalog Subject/Number</u>	<u>Distance Learning Offering (s)</u>
CHDV 180	<u>Online</u>
CHDV 190	<u>Online</u>
ECON 101	Online
ECON 102	Online

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

N. **Requisites and Advisories***

The establishment of the following advisories meets Title 5 Regulation 55003, effective Fall 2010:

<u>Catalog Subject/Number</u>	<u>Type</u>	<u>Description</u>	<u>Proposal Type</u>
CHDV 195	Prerequisite	CHDV 105 CHDV 115	Course Change
ECON 101	Prerequisite	MATH 60	Course Change
ECON 102	Prerequisite	MATH 60	Course Change

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

B. RESUMPTION OF REGULAR AGENDA
--

A. ITEMS REMOVED FROM THE CONSENT CALENDAR

B. INFORMATION/DISCUSSION

1. Status of Course Outline Reviews

- A. The following courses have completed the course outline review process

between September 3 and September 9, 2009 and are effective Fall 2009.

AT	160	Associated Studies in Automotives
AT	197	Topics in Automotive
CHDV	135	Music and Creative Movement in Early Childhood
CHDV	174	Policies, Politics, and Ethics in Child Development
CHEM	104	General Organic and Biochemistry
CHEM	105	Fundamentals of Organic Chemistry

2. Certification for Standalone Course Approval – Monika Brannick
3. 2009-2010 Goals (Attachment B) - Monika Brannick, Vice-President Cuaron
4. 2009-2010 Curriculum Activity Summary

	Current Agenda	2009-10 Cumulative	2008-2009 (as of 4/28/09)
New Courses	0	3	59
Course Revisions	10	41	198
Course Deactivations	1	33	67
Course Reviews (9/3/09-9/9/09)	6	140	180
New Programs	0	2	14
Program Revisions	0	2	67
Program Deactivations	0	0	11
Course SLOs (as of 9/9)	16	149	542
Program SLOs (as of 9/9)	0	2	2
Total Activity	33	372	1140

5. Closed Captioning of Distance Education Classes-Sherry Goldsmith
6. Distance Education – Regular Student Contact (Attachment C) - Monika Brannick, Vice-President Cuaron
7. Other

E. REPORTS

1. Articulation - Gloria Kerkhoff
2. Prerequisite Subcommittee
3. Learning Outcomes/Basic Skills – Furch/Sosa
4. Multicultural Subcommittee – Payn/Locklear/Thomson
5. Distance Learning Subcommittee – Gene Gushansky
6. Academic Technology – Lillian Payn
7. Title 5, Chapter 6 Change Update

F. FUTURE ITEMS FOR DISCUSSION

G. NEXT MEETING

Wednesday, October 7, 2009
3:00 pm, Room MB-14

H. ADJOURNMENT

**PALOMAR COLLEGE
CURRICULUM COMMITTEE MEETING
MINUTES**

Wednesday, September 16, 2009

I. CALL TO ORDER

Ms. Brannick determined a quorum and called the meeting to order at 3:11 pm.

MEMBERS PRESENT

Monika Brannick
Carol Bruton
Berta Cuaron
P.J. DeMaris
Marlene Forney
Marty Furch
Gene Gushansky
Terry Humphrey
Gloria Kerkhoff
Linda Locklear
Patrick Mills
Norma Miyamoto
Wilma Owens

Lillian Payn
Cynthia Perry

ASG REPRESENTATIVE

Jentry Uran

GUESTS

Sherry Goldsmith

SUPPORT STAFF PRESENT

Cheryl DeLoatch
Diane Veach

II. MINUTES OF September 2, 2009

MSC, Humphrey, Locklear to approve the minutes of the September 2 Curriculum Committee meeting.

III. ANNOUNCEMENTS

Ms. Brannick introduced and welcomed new Curriculum Committee members Marlene Forney and P.J. DeMaris.

IV. AGENDA CHANGES

MSC, Owens, Furch to move the agenda to item E.3., Report of the Learning Outcomes Council/Basic Skills.

Ms. Furch presented the revised Program Student Learning Outcomes questions and timeline for meeting Student Learning Outcomes goals.

Discussion of the questions followed. After observing the current Student Learning Outcomes questions for courses, the committee recommended adding an additional question addressing needed resources for programs.

Ms. Furch presented the timeline approved by the Learning Outcomes Council to guide the college in meeting its Student Learning Outcomes goals. The timeline

detailed specific goals through 2014. Ms. Furch also informed the committee about software applications being considered to assist the college in meeting the specific tasks of complying with accreditation standards regarding Student Learning Outcomes and Assessments. Ms. Perry suggested that the committee look at SPSS as a resource for accomplishing these tasks since the college already utilizes this software in other areas. Discussion regarding the timeline and software followed.

MSC, Locklear, Humphrey to move item E.3., Report of the Learning Outcomes Council/Basic Skills to action.

MSC, Miyamoto, Locklear to approve the revised Program Student Learning Outcomes, adding item f. regarding program resource needs and to approve the Student Learning Outcomes and Assessments Cycle Timeline.

MSC, Miyamoto, Owens to move the agenda back to the Consent Calendar.

V. ACTION ITEMS

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A. CONSENT CALENDAR

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MSC, Owens, Humphrey to approve the Consent Calendar.

A. Credit Course/Program Packages

1. There are no Credit Course/Program Packages on this agenda.

B. Noncredit Course/Program Packages

1. There are no Noncredit Course/Program Packages for this agenda.

C. New Programs

1. There are no New Programs for this agenda.

D. Program Changes

1. There are no Program Changes for this agenda.

E. Program Deactivations

1. There are no Noncredit Course/Program Packages for this agenda.

F. Credit Courses – New

1. There are no New Credit Courses for this agenda.

G. Credit Course – Change

1. Course Number and Title: AT 165 Automotive Air Conditioning
Discipline: Automotive Technology (AT)
Course Included in the following programs:
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 - B. Mechanics-General, A.A. Degree Major or Certificate of Achievement

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Steven L. Bertram

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Short Title: Working with Parents
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Transfer Acceptability: CSU

Updated textbook and added Student Learning Outcomes.

Robert A. Sasse

3. Course Number and Title: CHDV 121 Pediatric CPR and First Aid
Discipline: Child Development (CHDV)
Courses Included in the following programs:
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Transfer Acceptability: CSU
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Robert A. Sasse
4. Course Number and Title: CHDV 125 Art in Early Childhood
Discipline: Child Development (CHDV)
Courses Included in the following programs:
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Transfer Acceptability: CSU
Added Student Learning Outcomes.

Robert A. Sasse
5. Course Number and Title: CHDV 130 Math and Science in Early Childhood
Short Title: Math/Science Early Childhood
Discipline: Child Development (CHDV)
Courses Included in the following programs:
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Robert A. Sasse
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Short Title: Understnd/Work w/Schl-Age Chld

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Discipline: Child Development (CHDV)

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Added methods of instruction, methods of assessment and online distance learning, updated textbooks, added Student Learning Outcomes.

Diane C. Studinka

7. Course Number and Title: CHDV 190 Curriculum for the School-Aged Child

Short Title: Curriculum/School-Aged Child

Discipline: Child Development (CHDV)

Courses Included in the following programs:

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Short Title: Adlt Suprvsn/Mentr Teachr Prep

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Prerequisites: CHDV 105, and CHDV 115

Courses Included in the following programs:

1. Early Childhood Administration A.A. Degree Major or Certificate of Achievement

Transfer Acceptability: CSU

Added methods of instruction, updated textbooks, added method of assessment. Added Student Learning Outcomes.

Robert A. Sasse

9. Course Number and Title: ECON 101 Principles of Economics (Macro)

Short Title: Principles of Economics(Macro)

Discipline: Economics (ECON)

Prerequisites: MATH 60

Courses Included in the following programs:

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Teresa L. Laughlin

H. **Credit Courses - Reactivations**

1. There are no Credit Course Reactivations for this agenda.

I. **Credit Courses – Deactivations**

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 Discipline: Accounting (ACCT)
 Courses Included in the following programs:
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 Transfer Acceptability: CSU
Sherry L. Gordon

J. **Noncredit Course - New**

1. There are no New Noncredit Courses for this agenda.

K. **Noncredit Course - Change**

1. There are no Noncredit Course Changes for this agenda.

L. **Noncredit Course - Deactivation**

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M. **Distance Learning***

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CHDV 190	<u>Online</u>
ECON 101	Online
ECON 102	Online

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N. **Requisites and Advisories***

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CHDV 195	Prerequisite	CHDV 105 CHDV 115	Course Change
ECON 101	Prerequisite	MATH 60	Course Change
ECON 102	Prerequisite	MATH 60	Course Change

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B. RESUMPTION OF REGULAR AGENDA
--

A. ITEMS REMOVED FROM THE CONSENT CALENDAR

There were none.

B. INFORMATION/DISCUSSION

1. Status of Course Outline Reviews

- A. The following courses have completed the course outline review process between September 3 and September 9, 2009 and are effective Fall 2009.

AT	160	Associated Studies in Automotives
AT	197	Topics in Automotive
CHDV	135	Music and Creative Movement in Early Childhood
CHDV	174	Policies, Politics, and Ethics in Child Development
CHEM	104	General Organic and Biochemistry
CHEM	105	Fundamentals of Organic Chemistry

2. Certification for Standalone Course Approval – Monika Brannick

Ms. Brannick reported that Standalone Course Approval is ongoing. She is still arranging to train the remaining individuals.

3. 2009-2010 Goals (Attachment B) - Monika Brannick, Vice-President Cuaron

Ms. Brannick announced that the goals will be brought back to the October 7 meeting.

4. 2009-2010 Curriculum Activity Summary

	Current Agenda	2009-10 Cumulative	2008-2009 (as of 4/28/09)
New Courses	0	3	59
Course Revisions	10	41	198
Course Deactivations	1	33	67
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Course SLOs (as of 9/9)	16	149	542
Program SLOs (as of 9/9)	0	2	2
Total Activity	33	372	1140

5. Closed Captioning of Distance Education Classes-Sherry Goldsmith

Ms. Goldsmith brought forward concerns about how the District is meeting the needs of disabled students, specifically the ones in need of closed –captioning. Currently there are over 30 deaf students enrolled in on-campus and online courses in need of this service. It is expensive technology and although grants have met these needs in the past, they have been more difficult to obtain recently. Ms. Goldsmith suggested developing a plan which can be brought to faculty to address this need. It was suggested that Academic Technology consider closed-captioning in their recommendations for Distance Education practices. Ms. Locklear indicated that she had some relevant information she is willing to share with the committee.

6. Distance Education – Regular Student Contact (Attachment C) - Monika Brannick, Vice-President Cuaron

Ms. Cuaron reported that recommendation 3 from ACCJC (Accrediting Commission for Community and Junior Colleges) addresses regular student contact. ACCJC's Distance Learning Manual was distributed. This will be a regular discussion item as the college determines how to meet this recommendation. The Distance Learning Subcommittee will combine their approval of courses offered through Distance Learning with meeting this recommendation.

7. Other

E. REPORTS

1. Articulation - Gloria Kerkhoff

There was no report.

2. Prerequisite Subcommittee

This subcommittee is still being formed.

3. Learning Outcomes/Basic Skills – Furch/Sosa

Presented earlier in the meeting.

4. Multicultural Subcommittee – Payn/Locklear/Thomson

Ms. Payn reported the approval of CINE 122, NURS 103, and NURS 110. The subcommittee recommended changes to NURS 217. There is currently one course still under discussion, FCS 150.

5. Distance Learning Subcommittee – Gene Gushansky

Mr. Gushansky reported that he will be bringing the previously developed checklist to approve distance learning to the committee for more detailed clarification.

6. Academic Technology – Lillian Payn

Ms. Payn reported that Academic Technology has increased its meetings in order to meet accreditation recommendations. The committee is addressing Faculty Performance Standards

7. Title 5, Chapter 6 Change Update

These updates are ongoing.

8. Other

Ms. Owens reported that Tech. Prep is arranging meeting to meet with High School counselors in order to re-sign articulation agreements. She asked that faculty get in touch with her department to arrange or confirm a time.

F. FUTURE ITEMS FOR DISCUSSION

G. NEXT MEETING

Wednesday, October 7, 2009
3:00 pm, Room MB-14

H. ADJOURNMENT

The meeting was adjourned at 4:02 p.m.