

**Palomar College**  
**Curriculum Committee Minutes**  
 Wednesday, November 1, 2017  
 Room AA-140, 3:00 pm

- I. **Call to Order** – Meeting called to order at 3:04 pm (Candace Rose sat in for Wendy Nelson)
- Members Present** Carol Bruton, Rita Campo Griggs, Sarah DeSimone, Patti Dixon, James Fent, Craig Forney, Jack Kahn, Beatrice Manneh, Adam Meehan, Norma Miyamoto, Benjamin Mudgett, Lillian Payn, Julia Robinson, Grant Rogers, Candace Rose, Shayla Sivert, Justin Smiley, Gary Sosa, Carla Thomson
- Absent** Jim Eighmey, Marlene Forney, Margie Fritch, Kathryn Kailikole, Nirmala Kashyap, Wendy Nelson, Nichol Roe, Suzanne Sebring, Lori Waite
- Staff** Cheryl Kears (Recorder), Richard Loucks
- Guests** Wing Cheung, Sean Figg
- II. **Minutes of the October 18, 2017 Curriculum Committee Meeting**  
 MSC (Dixon, Thomson) Minutes of the October 18 meeting were approved and accepted (3 abstentions)
- III. **Announcements**
- A. 11/18/17-Fall Curriculum Regional Meeting Long Beach City College-Pacific Coast Campus, Cost: Free  
 Registration: <http://asccc.org/events/2017-11-18-170000-2017-11-18-233000/fall-curriculum-regional-south>
- IV. **Agenda Changes** - Item VI.B.2 (Page 2) was removed from action (still needs multicultural approval)
- V. **ACTION – SECOND READING** – The following curriculum changes, pending appropriate approvals, will be effective **Spring 2018**:
- A. **Courses Reviewed/Added Distance Education**
1. Course Number and Title: HIST 130 Women in United States History (*SBS*)  
 Discipline: History (HIST)  
 Associate Degree General Education – D: Social and Behavioral Sciences  
 CSU GE Area D: Social Sciences – D4: Gender Studies; D6: History  
 IGETC Area 4: Social and Behavioral Sciences – 4D Gender Studies; 4F: History  
 Transfer Acceptability: UC, CSU  
 Distance Learning Offering(s): Online, Television, Computer Assisted  
 Updated suggested reading, outside assignments, critical thinking and methods of assessment, added online, television and computer assisted.  
*Catherine Gwin*
  2. **Distance Learning**  
 The following courses may be offered as distance learning and meet Title 5 Regulations 55200-55210, effective **Spring 2018**.
- | <u>Catalog/Subject Number</u> | <u>Learning Offerings</u>                    |
|-------------------------------|--|
| HIST 130                      | <u>Online, television, computer assisted</u> |
- MSC (Dixon, Manneh) Item V. was accepted and approved in its entirety.**
- VI. **ACTION – SECOND READING** – The following curriculum changes, pending appropriate approvals, will be effective **Fall 2018**:
- A. **New Credit Programs**
1. Program Title: Drone Technology (*AMBA*)  
 Discipline: Graphic Communications - Imaging and Publishing (GCIP)  
 Award Type: A.S. Degree Major/Cert. Achievement 18 units/more  
 Total Units: 21.00 - 31.00

Justification: To help students gain employment as UAS operators or UAS technicians in fields that deploy UAS.

*Mark J. Bealo*

2. Program Title: Film, Television, and Electronic Media

Discipline: Cinema (CINE)

Award Type: AS-T Transfer Major (18 units or more)

Total Units: 18.00 - 21.00

Justification: Transfer degree to facilitate transfer to CSUs and comply with ADT requirements.

*Candace Rose*

3. Program Title: History

Discipline: History (HIST)

Award Type: AA-T Transfer Major (18 units or more)

Total Units: 18.00

Program Justification: To prepare students for transfer into a History program at a CSU. This program fulfills the state requirements for the History Associate Degree for Transfer.

*Travis Ritt*

#### **B. New Credit Courses**

1. Course Number and Title: GEOG 158 / GCIP 158 / GEOL 158 Small Unmanned Aircraft Systems Procedures and Regulations (MNHCS)

Short Title: sUAS Remote Pilot Regulations

Discipline: Geography (GEOG)/Graphic Communications-Imaging and Publishing (GCIP)/Geology (GEOL)

Course Included in the following programs:

a. Drone Technology, A.S. Degree Major/Cert. Achievement 18 units/more

b. Unmanned Aircraft System (UAS), Certificate of Achievement

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Justification: This is a required course for the proposed Drone Technology CA/AS program. I have already received permission to cross list this course with GEOL (Sean Figg) and GCIP (Mark Bealo).

*Wing H. Cheung*

**Originator was cautioned about the potential for minimum qualifications complications when hiring part-time faculty to teach a cross-listed class.**

#### **C. Credit Course Changes**

1. Course Number and Title: RS 101 World Religions

Discipline: Religious Studies (RS)

Associate Degree General Education - C: Humanities

Associate Degree Multicultural Requirement - Yes

CSU GE Area C: Arts and Humanities - C2: Humanities

IGETC Area 3: Arts and Humanities - 3B: Humanities

Transfer Acceptability: UC, CSU

Distance Learning Offering(s): Online

Updated objectives, content, textbooks, suggested reading, outside assignments, critical thinking and required writing, added approval for Multicultural Requirement.

*Craig A. Forney*

#### **D. Credit Course Reactivations**

1. Course Number and Title: RS 103 Religion and American Political Institutions  
Short Title: Rel and Amer Pol Institutions  
Discipline: Religious Studies (RS)  
Associate Degree General Education - D: Social and Behavioral Sciences  
American History & Institutions - Sequence - RS 102  
American History & Institutions - Combination - RS 102  
CSU GE Area D: Social Sciences - D6: History  
IGETC Area 4: Social and Behavioral Sciences - 4F: History  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Online  
Justification: Reactivation of the course to pair with RS 102 and meet the U.S. History, Institutions, and Ideals Requirement. Also, the course topic is of growing importance.  
*Craig A. Forney*

**E. Credit Course Deactivations**

1. Course Number and Title: DR 18 Phonics for Students with Disabilities (COUN)  
Short Title: Phonics for Students  
Discipline: Disability Resource (DR)  
Reason for Deactivation: Course is no longer taught.  
*Sherry Goldsmith*
2. Course Number and Title: DR 26 Composition Skills and Strategies for the Intermediate Writer (COUN)  
Short Title: Skills/Strategy/Interm Writer  
Discipline: Disability Resource (DR)  
Recommended Prep: ENG 10, or eligibility for ENG 50  
Reason for Deactivation: This course is no longer offered. Students are encouraged to seek support in the English Writing Center, Tutoring and the TLC.  
*Sherry Goldsmith*
3. Course Number and Title: SPAN 102A Spanish IIA (LL)  
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 and Humanities - C2: Humanities  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Computer Assisted, Video Two Way, Video One Way, Telecourse, Online  
Reason for Deactivation: The department no longer offers the split course Span 102A and 102B. The department will offer Span 102.  
*Kathleen M. Sheahan*
4. Course Number and Title: SPAN 102B Spanish IIB (LL)  
Discipline: Spanish (SPAN)  
Prerequisites: SPAN 102A, or two years of high school Spanish  
Associate Degree General Education - C: Humanities  
CSU GE Area C: Arts and Humanities - C2: Humanities  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Computer Assisted, Video Two Way, Video One Way, Telecourse, Online  
Reason for Deactivation: The department no longer offers the split course Span 102A and 102B. The department will offer Span 102.  
*Kathleen M. Sheahan*

5. Course Number and Title: SPAN 201A Spanish IIIA (LL)  
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 and Humanities - C2: Humanities  
IGETC Area 3: Arts and Humanities - 3B: Humanities  
IGETC Area 6: Language other than English (101 level only) - 6A: Language other than English  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Computer Assisted, Video Two Way, Video One Way, Telecourse, Online  
Reason for Deactivation: The department no longer offers the split course Span 201A and 201B. The department will offer Span 201.

*Kathleen M. Sheahan*

6. Course Number and Title: SPAN 201B Spanish IIIB (LL)  
Discipline: Spanish (SPAN)  
Prerequisites: SPAN 201A  
Associate Degree General Education - C: Humanities  
CSU GE Area C: Arts and Humanities - C2: Humanities  
IGETC Area 3: Arts and Humanities - 3B: Humanities  
IGETC Area 6: Language other than English (101 level only) - 6A: Language other than English  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Computer Assisted, Video Two Way, Video One Way, Telecourse, Online  
Reason for Deactivation: The department no longer offers the split course Span 201A and 201B. The department will offer Span 201.

*Kathleen M. Sheahan*

F. **New Noncredit Courses**

1. Course Number and Title: N PHOT 920 Getting to Know Lightroom for Older Adults (LL)  
Discipline: Noncredit Photography (N PHOT)  
Justification: This class is an investigation into the technology and aesthetics of digital photography, with instruction in digital image processing using Adobe Lightroom.
2. Course Number and Title: N PHOT 950 Getting to Know your Digital Camera for Older Adults (LL)  
Discipline: Noncredit Photography (N PHOT)  
Justification: This will be part of the new 50 Plus Community Ed program. This course is similar to our Intro to Digital Camera, Photo 50. We believe it will be a perfect class to try as a Community Ed non-credit class.

*Amy Caterina*

*Donna Cosentino*

G. **Distance Learning**

The following courses may be offered as distance learning and meet Title 5 Regulations 55200-55210, effective Fall 2018.

<b><u>Catalog/Subject Number</u></b>	<b><u>Learning Offerings</u></b>
GEOG/GCIP/GEOL 158	<u>Online</u>
SOC 175	<u>Online</u>
GC 115	Video Two Way, Online
RS 101	Online, television
RS 103	<u>Online</u>

**MSC (Dixon, Manneh) Item VI. was accepted and approved in its entirety.**

VII. **FIRST READING** – The following curricular items will be brought back for Curriculum action. Pending appropriate approvals, they will be effective **SPRING 2018**:

A. **Courses Reviewed/Added Distance Education**

1. Course Number and Title: GEOG 100L Earth's Dynamic Environment: Physical Geography Lab (MNHCS)  
Short Title: Earth's Dynamic Environmen Lab  
Discipline: Geography (GEOG)  
Course Included in the following programs:
  - a. Geography, A.A.-T Transfer Major
  - b. Environmental Studies and Sustainability, A.S. Degree Major/Cert. of Achiev. (proposed)CSU GE Area B: Scientific Inquiry and Quantitative Reasoning: B3: Laboratory Activity  
IGETC Area 5: Physical and Biological Sciences: 5C: Laboratory Activity  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Online  
Updated methods of assessment, added online distance ed.  
*Catherine Jain*

B. **Distance Learning**

The following courses may be offered as distance learning and meet Title 5 Regulations 55200-55210, effective Spring 2018.

<u>Catalog/Subject Number</u>	<u>Learning Offerings</u>
GEOG 100L	Online

**Discussion took place about offering this lab, which includes field trips, online. The Distance education page is marked as an online hybrid class which would allow it to be offered with the required field trips.**

VIII. **FIRST READING** – The following curricular items will be brought back for Curriculum action. Pending appropriate approvals, they will be effective **FALL 2018**:

A. **New Credit Programs**

1. Program Title: International Business  
Discipline: International Business (IBUS)  
Award Type: Certificate of Achievement  
Total Units: 17  
Justification: This 12-17 unit Certificate of Achievement is a non-transfer path, it is transcriptable, prepares students for industry certifications, and is a pathway to the A.S. in General Business and/or A.S. in International Business.  
*Jackie Martin*
2. Program Title: Japanese  
Discipline: Japanese (JAPN)  
Award Type: A.A. Degree Major or Certificate of Achievement  
Total Units: 23  
Justification: The college does not currently have a AA degree in Japanese. This will be our first degree/certificate program in Japanese and the curriculum is to match that of the AA-T degree. In addition to the AA-T, this summer a new course is being created in Japanese that will be included in this program.  
*Ikenushi Masako*
3. Program Title: Small Business Entrepreneurship  
Discipline: Business Education (BUS)  
Award Type: Certificate of Achievement

Total Units: 18

Provide students with skills and mentor-ship with their own new business in the Gig Economy and leads to the A.S. in General Business.

*Jackie Martin*

4. Program Title: Spanish  
Discipline: Spanish (SPAN)  
Award Type: Certificate of Achievement  
Total Units: 23.00 - 24.00  
Justification: Currently only offering an A.A.T. in Spanish.

*Elena Villa*

**A question about the need for a certificate in Small Business Entrepreneurship was raised by Carol Bruton who noted that many large-scale success stories, e.g. Steve Jobs and Bill Gates, did not attend college. Based on the schools she attended, she concluded such certificates were not effective or necessary. Acting Dean Miyamoto noted that the Gig Economy is a hot topic at the state level and curriculum in this area is desired and encouraged. With San Diego being a place with a large entrepreneurial population, such a certificate would be useful.**

**Patti Dixon raised the question of how the committee should determine the need for new programs or if that is its responsibility. She inquired whether there are criteria to be considered when developing a program. Discussion surrounding labor market data and need took place. Labor market data is required for all CTE programs and Business, in this case, is revamping its programs into stackable certificates. Dean Sivert explained that there is always a need for Spanish courses/programs and there is a strong need currently, for Japanese. The committee discussed how program needs could be determined, sustained and supported when there is collaboration during development. VPI Kahn discussed perhaps creating a connection to the Instructional Planning Council (IPC). While there is value in developing curriculum in many areas, the ability to sustain and support programs should be considered.**

**B. Credit Program Changes**

1. Program Title: Business Administration  
Discipline: Business Education (BUS)  
Award Type: AS-T Transfer Major (18 units or more)  
Total Units: 27  
Added PSYC/SOC 205 to list A, CSIT 105 to list B, removed BUS 204 from list B.  
*Jackie Martin*
2. Program Title: Fashion Design  
Discipline: Fashion (FASH)  
Award Type: A.S. Degree Major/Cert. Achievement 18 units/more  
Total Units: 30  
Removed FASH 90, FASH 137, FASH 149, FASH 195 and CE 150, updated total units.  
*Rita Campo Griggs*
3. Program Title: Fashion Merchandising  
Discipline: Fashion (FASH)  
Award Type: A.S. Degree Major/Cert. Achievement 18 units/more  
Total Units: 30  
Removed FASH 119, FASH 155, FASH 195 and CE 150, updated total units.  
*Rita Campo Griggs*

**C. New Credit Courses**

Course Number and Title: ACR 112 HVAC Controls and Automation

Discipline: Air Conditioning/Heating/Refrigeration (ACR)

Prerequisites: ACR 102,

Recommended Prep: ACR 101

Course Included in the following programs:

- a. Air Conditioning/Heating/Refrigeration, A.S. Degree Major
- b. Air Conditioning/Heating/Refrigeration, Certificate of Achievement

Transfer Acceptability: CSU

Justification: Required for the HVAC program.

*Dennis Lutz*

1. Course Number and Title: GERM 225 German Reading and Conversation

Short Title: German Reading/Conversation

Discipline: German (GERM)

Prerequisites: GERM 102

Course Included in the following programs:

- a. German, A.A. Degree Major or Certificate of Achievement

Associate Degree General Education - C: Humanities

CSU GE Area C: Arts and Humanities - C2: Humanities

IGETC Area 3: Arts and Humanities - 3B: Humanities

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

Transfer Acceptability: UC, CSU

Distance Learning Offering(s): Online

Justification: Course will be part of the new A.A. degree/Certificate of Achievement.

*Beatrice Manneh*

#### D. Credit Course Changes

1. Course Number and Title: ASL 216L Interpreting IV Lab

Discipline: American Sign Language (ASL)

Co-requisites: ASL 216

Transfer Acceptability: CSU

Distance Learning Offering(s): Computer Assisted, Video Two Way, Video One Way

Unit value decreased from 2 to 1, lab hours decreased from 6 to 3, updated objectives, methods of instruction, and methods of assessment, added Computer Assisted, Video Two Way, and Video One Way distance ed.

*Melissa B. Smith*

2. Course Number and Title: CHDV 201 Practicum in Early Childhood Education

Short Title: Practicum in ECE

Discipline: Child Development (CHDV)

Prerequisites: CHDV 105, and CHDV 115; For students seeking a supervised field experience course for Master Teacher or Site Supervisor permit issued by the State of California Commission on Teacher Credentialing under option 2, a Bachelor's degree in any field, and CHDV 100, CHDV 115, plus 6 additional units of CHDV course work.

Co-requisites: 105A, or CHDV 105B, or CHDV 105C,

Prerequisite/Concurrent Enrollment: CHDV 185

Transfer Acceptability: CSU

Added CHDV 105 and CHDV 115 as prerequisites, added CHDV 105A or CHDV 105B or CHDV 105C corequisite options, removed completion of or concurrent enrollment in CHDV 115, minor updates to description, added 2 textbooks.

*Diane C. Studinka*

**Richard Loucks reminded the committee that all requisites will eventually be programmed/electronically enforced. He urged that they be developed as simply as possible.**

3. Course Number and Title: DNCE 105 Introduction to Dance History  
Discipline: Dance (DNCE)  
Associate Degree General Education - C: Humanities  
Associate Degree Multicultural Requirement - Yes  
CSU GE Area C: Arts and Humanities - C1: Arts  
IGETC Area 3: Arts and Humanities - 3A: Arts  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Online  
Updated outline, textbooks, suggested reading and outside assignments, added online.  
*Margaret M. Faulkner*
4. Course Number and Title: ENG 260 Literature through Film  
Discipline: English (ENG)  
Prerequisites: ENG 50, or Eligibility for ENG 100  
Associate Degree General Education - C: Humanities  
CSU GE Area C: Arts and Humanities - C2: Humanities  
IGETC Area 3: Arts and Humanities - 3B: Humanities  
Transfer Acceptability: UC, CSU  
Removed wording, "as determined through the English placement process," from prerequisite, added methods of instruction, updated textbooks list, added methods of assessment.  
*Rocco L. Versaci*
5. Course Number and Title: MUS 105 Music Theory I  
Discipline: Music (MUS)  
Prerequisites: MUS 103, or Demonstrated ability to read music acquired through prior study (i.e. private lessons or AP Music Theory)  
CSU GE Area C: Arts and Humanities - C1: Arts  
IGETC Area 3: Arts and Humanities - 3A: Arts  
Transfer Acceptability: UC, CSU  
Removed, "Demonstrated ability to read music acquired through prior study (i.e. private lessons or AP Music Theory)" recommended preparation and added the same as prerequisite option.  
*Ellen Weller*

**E. Credit Course Reactivations**

1. Course Number and Title: ACR 103 Air Conditioning, Heating, and Refrigeration: Heating  
Short Title: AIR COND/HEATING/REFRIG Heatin  
Discipline: Air Conditioning/Heating/Refrigeration (ACR)  
Recommended Prep: ACR 101, ACR 102  
Course Included in the following programs:
  - a. Air Conditioning, Heating and Refrigeration Entry Employment Ready, Cert. of Proficiency
  - b. Air Conditioning/Heating/Refrigeration, A.S. Degree Major
  - c. Air Conditioning/Heating/Refrigeration, Certificate of AchievementTransfer Acceptability: CSU  
Grading Basis: Grade Only  
Reactivating for HVAC program, updated numbering for transfer acceptability, updated units, lecture and lab hours, description, objectives, content, textbooks, critical thinking, methods of assessment and repeatability (removed).  
*Dennis C. Lutz*

**F. Credit Course Deactivations**

1. Course Number and Title: ESL 35 Intermediate ESL II  
Discipline: English as a Second Language (ESL)

Prerequisites: ESL 34, or eligibility determined through the English as a Second Language placement process

Justification: Course no longer being used by ESL.

*Gary Sosa*

2. Course Number and Title: ESL 36 Intermediate ESL III  
Discipline: English as a Second Language (ESL)  
Prerequisites: ESL 35, or eligibility determined through the English as a Second Language placement process  
Justification: Course no longer being used by ESL.  
*Gary Sosa*
  3. Course Number and Title: N ESL 305 Intermediate ESL II  
Discipline: English as a Second Language (N ESL)  
Grading Basis: No Grade  
Justification: The department has not offered this course for at least four years, and does not expect to offer it in the near future.  
*Gary Sosa*
  4. Course Number and Title: N ESL 306 Intermediate ESL III  
Discipline: English as a Second Language (N ESL)  
Grading Basis: No Grade  
Justification: The department has not offered this course for at least four years, and does not expect to offer it in the near future.  
*Gary Sosa*
  5. Course Number and Title: READ 10 Spelling  
Discipline: Reading (READ)  
Distance Learning Offering(s): Computer Assisted  
Justification: This course has not been offered by the department in several years and will not be offered again.  
*Melinda D. Carrillo*
  6. Course Number and Title: READ 11 Spelling II  
Discipline: Reading (READ)  
Justification: This course will not be offered by Reading Services in the future.  
*Melinda D. Carrillo*
  7. Course Number and Title: READ 48 Basic Reading Skills  
Discipline: Reading (READ)  
Distance Learning Offering(s): Computer Assisted  
Justification: Course will not be offered in the Reading Services Department in the future.  
*Melinda D. Carrillo*
- G. New Noncredit Courses**
1. Course Number and Title: N ART 956 Advanced Foundry Techniques in Sculpture  
Discipline: Noncredit Art (N ART)  
Justification: Foundry provides adult students a mix of artistic expression and engineering that enhances mental acuity, and creative thinking. While tool and material handling exercise fine motor skills.  
*Ingram Ober*  
**If this course is for Older Adults, the words “for Older Adults” need to appear in the title and description.**

2. Course Number and Title: N ART 971 Advanced Jewelry and Metal Smithing  
Discipline: Noncredit Art (N ART)  
Justification: Provides an outlet for creative expression and practice to maintain fine motor coordination, through visual and practical problem solving.  
*Ingram Ober*  
**If this course is for Older Adults, the words “for Older Adults” need to appear in the title and description.**
  
3. Course Number and Title: N GEOG 900 Introduction to Drone Safety and Applications  
Discipline: Noncredit Geography (N GEOG)  
Distance Learning Offering(s): Computer Assisted, Video One Way, Online  
Justification: This course will provide remote drone pilots with the foundational knowledge needed to fly safely and responsibly. It will also cover emerging drone applications and job opportunities for pilots.  
*Wing H. Cheung*  
**This course is being developed for the recreational user/hobbyist. It addresses fly locations, circumstances and career pathways. It is intended to generate interest in the credit program. A second noncredit class may be developed in the future for a noncredit certificate.**

**H. Requisites and Advisories**

The establishment of the following advisories meets Title 5 Regulations 55003, effective **Fall 2018**.

<u>Catalog Number</u>	<u>Type</u>	<u>Description</u>	<u>Proposal Type</u>
ACR 112	Prerequisite	<u>ACR 102</u>	New
	Recomm. Prep.	<u>ACR 101</u>	
GERM 225	Prerequisite	<u>GERM 102</u>	New
ASL 216L	Corequisite	ASL 216	
CHDV 201	Prerequisite	<u>CHDV 105, and CHDV 115</u> ; For students seeking a supervised field experience course for Master Teacher or Site Supervisor permit issued by the State of California Commission on Teacher Credentialing under option 2, a Bachelor's degree in any field., and CHDV 100, CHDV 115, plus 6 additional units of CHDV course work.	Change
	Corequisite	<u>CHDV 105A, or CHDV 105B, or CHDV 105C,</u>	
	Prereq/Concurr.	<del>CHDV 115</del> , CHDV 185	
ENG 260	Prerequisite	ENG 50, or Eligibility for ENG 100 <del>as determined through the English placement process</del>	Change
MUS 105	Prerequisite	<del>MUS 103</del> or <u>Demonstrated ability to read music acquired through prior study (i.e. private lessons or AP Music Theory)</u>	Change
	Recomm. Prep.	<del>Demonstrated ability to read music acquired through prior study (i.e. private lessons or AP Music Theory)”</del>	
ACR 103	Recomm. Prep.	<u>ACR 101, ACR 102</u>	Reactivation

**I. Distance Learning**

The following courses may be offered as distance learning and meet Title 5 Regulations 55200-55210, effective **Fall 2018**.

<u>Catalog/Subject Number</u>	<u>Learning Offerings</u>
GERM 225	<u>Online</u>
ASL 216L	<u>Computer Assisted, Video Two Way, Video One Way</u>
DNCE 105	<u>Online</u>

**IX. ACTION – LOC as a Subcommittee of Curriculum**

The committee questioned whether LOC could become a subcommittee with no current sitting curriculum committee members. VPI Kahn explained that the membership was reduced since it has been difficult to

maintain a quorum and continue the work that needs to be done. Cheryl Kearse explained that there will still be meetings of the diminished group once per month as is currently with the second meeting being a time to support facilitators as they continue the work for their areas. The committee as a whole had further questions and wanted to do more research. This item was tabled for future discussion and action. Moved (Dixon), Seconded (Sosa); Second rescinded; Motion died.

X. **DISCUSSION**

A. **Deactivation of Courses**

VPI Kahn outlined the process being considered for deactivation of courses which haven't been offered in 3 or 4 years. A communication will go out with the formal process but departments will be notified which courses are up for deactivation. They will have the opportunity to identify courses which should not be deactivated but will have to provide a rationale as to why the course should be kept along with plans for offering the course. Instructional Services will then deactivate courses identified. The committee communicated concerns about program and transfer and articulation impacts. Each of these areas will be looked at and considered and the articulation officer will also provide information as a part of this process. Title 5 requires that courses printed in the college catalog be offered on a regular basis with courses in degrees and certificates offered at least every two years to ensure that students can complete degrees and certificates.

B. **University Studies**

A large number of students earn the University Studies degrees but there is no Program Review and Planning (PRP). The conversations that happen during the PRP process don't happen for the University Studies degrees. Ben is overseeing University Studies and is mapping the courses in these degrees to Palomar's GE ILOs and developing program learning outcomes (PLOs). All would have the same PLOs associated with transfer since that is their intent. They will have a three year assessment cycle where discipline faculty from each would participate in conversations about whether the degrees will continue to serve the needs of students as well as other aspects. The University Studies degrees allow us to create transfer degrees in areas of interest. Some departments are concerned that their overall impact is not correctly reflected when students receive a University Studies degree as opposed to a specific degree from their area. There are such a wide variety of courses in these degrees that the impact from areas contained within may be skewed. There may also be concern that discussions about what students receive when they earn these degrees is not being discussed in departments. Ben explained the transfer advantages these degrees give students. There was also extensive discussion and input last year from areas within these degrees when the committee explored how to handle them. Those that participated will provide any further information needed.

C. **Curriculum Approval Process and Tech Meetings** - *Discussion item postponed*

D. **Noncredit Numbering** - *Discussion item postponed*

XI. **INFORMATION**

A. **Annual Credit Course Certification**

1. Course Accuracy in accordance with CCCCO Program and Course Approval Handbook (PCAH)
2. Accuracy of course hours and units in accordance with CCCCO Course Calculations
3. The Course Outline of Record has been approved by the District Governing Board
4. Training is provided for college personnel regarding curriculum rules/regs. re. compliance
5. Local policy, regulations or procedures have been developed relative to the relationship between contact hours, outside of class hours, and credit for consistency in awarding units of credit

B. **Distance Education and Accessibility** (*January 2018 Compliance*)

<http://ccconlined.org/faculty-resources/professional-development/accessibility-support/>

C. **Course Outline Reviews**

The following courses have completed the course outline review process between October 14, 2017 and October 27, 2017 and are effective Fall 2017.

PSYC	197	Special Topics in Contemporary Psychology
PSYC	296	Special Problems in Psychology

D. **2017-2018 Curriculum Activity Summary**

<b>Proposal Type</b>	<b>Current Agenda (Actions)</b>	<b>2017-2018 Cumulative</b>
New Credit Courses	2	5
New Noncredit Courses	2	2
Credit Course Changes	1	21
Noncredit Course Changes	0	0
Credit Course Reactivations	1	3
Noncredit Reactivations	0	0
Credit Course Deactivations	6	14
Noncredit Deactivations	0	0
Course Reviews 10/14/2017 – 10/27/2017)	2	15
Course Reviews/Added DE	1	7
New Credit Programs	3	8
New Noncredit Programs	0	0
Credit Program Changes	0	10
Program Deactivations	0	2
<b>Total Activity</b>	<b>18</b>	<b>87</b>

XII. **REPORTS**

A. **Academic Technology/Payn**

Canvas shells were released on 10/30. There were no Blackboard shells released. Canvas is Palomar's exclusive LMS beginning January 1. A celebration and Open House will be offered the first week in December for the Canvas migration. Statistics are as follows: 795 courses in Canvas; 796 in Blackboard; 14560 students in Canvas; 12270 courses overall (first time Palomar is at the 70% mark for courses published and released in our LMS). In PD, there is a comparison of Palomar's online course checklist with the Online Education Initiative rubric (very rigorous). After discussion in curriculum about developing a standard for online courses, Academic Technology will begin a dialogue and welcome faculty input around what such an evaluation should entail. Evaluation of instructors is handled by TERB but there is no evaluation vehicle for courses.

B. **Accreditation/Kahn**

The South Center change report draft is being distributed around campus and is almost completed. Guided Pathways is a large project and conversation statewide. VPI Kahn is convening a group to assess where Palomar is currently with regard to Guided Pathways. There will be funding from this initiative accompanied by a lot of dialogue and activity on campus.

C. **Articulation/Mudgett – No report**

D. **Basic Skills/Sivert – No report**

E. **Counseling/Waite – No report**

F. **Distance Learning Approvals/Sosa - Sixteen courses approved**

G. **General Education – No report**

H. **Learning Outcomes/Nelson – No report**

I. **Multicultural Approvals/Thomson - Approved ENG 280; Denied HIST 130; Pending 2**

J. **Prerequisite Approvals/Dixon - Approved: 7 courses**

XIII. **FUTURE ITEMS FOR DISCUSSION – Discussion about data is collection and storage (Dixon)**

XIV. **ADJOURNMENT - Next meeting November 15, 2017 – 3:00 pm, Room AA-140**