

Palomar College
Curriculum Committee Minutes
 Wednesday, November 15, 2017
 Room AA-140, 3:00 pm

- I. **Call to Order** – Meeting called to order at 3:10 pm
- Members Present** Carol Bruton, Rita Campo Griggs, Sarah DeSimone, Jim Eighmey, James Fent, Craig Forney, Marlene Forney, Jack Kahn, Kathryn Kailikole, Nirmala Kashyap, Beatrice Manneh, Adam Meehan, Benjamin Mudgett, Wendy Nelson, Lillian Payn, Nichol Roe, Grant Rogers, Candace Rose, Suzanne Sebring, Shayla Sivert, Justin Smiley, Gary Sosa, Carla Thomson
- Absent** Patti Dixon, Margie Fritch, Norma Miyamoto, Julia Robinson, Lori Waite
- Staff** Cheryl Kearse (Recorder), Richard Loucks
- Guests** Terrie Canon, Sean Figg, Jackie Martin, Wendy Metzger, Anita Talone
- II. **Minutes of the November 1, 2017 Curriculum Committee Meeting**
 MSC (Sosa, Rose) Minutes of the November 17 meeting were accepted and approved (3 abstentions)
- III. **Announcements**
- A. Jack presented two videos on Guided Pathways. An assessment tool of Palomar’s readiness for Guided Pathways is being developed and shared with planning councils. It will go to the Governing Board in December. A completed 5-year plan for developments and improvements in Guided Pathways is due in the Chancellor’s Office by March 30. The District will receive 1.5M over 5 years toward this endeavor.
- IV. **Agenda Changes** – Addition of a VIII. Action item, pull item 5.D.1. (Page 6) and item VIII. (LOC as a Subcommittee)
- V. **ACTION – SECOND READING** – The following curriculum changes, pending appropriate approvals, will be effective **Fall 2018:**

A. **Credit Course/Program Package**

Package Title: Updating Architecture Classes (*CTEE*)

Discipline: Architecture (ARCH)

Description: Updating Architecture Classes

Justification: Various updates, reviews and deactivations of Architecture courses and programs.

Anita Talone

1. **Architecture Program Changes**

a. Program Title: Architectural Drafting (*CTEE*)

Discipline: Architecture (ARCH)

Award Type: A.S. Degree Major/Cert. Achievement 18 units/more

Total Units: 24

Removed ARCH 144, updated total units.

Anita Talone

2. **Architecture Program Deactivations**

a. Program Title: Eco-Building Professional (*CTEE*)

Discipline: Architecture (ARCH)

Award Type: Certificate of Achievement

Total Units: 17

Justification: This certificate did not provide enough training for students to be employable.

Anita Talone

3. **New Credit Architecture Courses**

a. Course Number and Title: ARCH 197 Architecture Topics (*CTEE*)

Discipline: Architecture (ARCH)

Transfer Acceptability: CSU

Justification: Special Architectural Topics arise that are not currently in our curriculum.

Anita Talone

- b. Course Number and Title: ARCH 217 Design Studio IIA (CTEE)
Discipline: Architecture (ARCH)
Prerequisites: ARCH 216
Transfer Acceptability: CSU
Justification: Advanced study of architectural topics to further explore the built world through design.
Anita Talone
 - c. Course Number and Title: ARCH 218 Design Studio IIB (CTEE)
Discipline: Architecture (ARCH)
Prerequisites: ARCH 217
Transfer Acceptability: CSU
Justification: Conclusion and demonstration of architectural topics demonstrating the student's ability to design.
Anita Talone
4. **Credit Course Architecture Changes**
- a. Course Number and Title: ARCH 105 Basic Architectural Drafting (CTEE)
Discipline: Architecture (ARCH)
Transfer Acceptability: CSU
Updated description, methods of instruction, content outline, outside assignments, critical thinking and methods of instruction.
Anita Talone
 - b. Course Number and Title: ARCH 120 Architectural History (CTEE)
Discipline: Architecture (ARCH)
Associate Degree General Education - C: Humanities
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): Computer Assisted, Online
Updated description, objectives, methods of instruction and textbooks.
Anita Talone
 - c. Course Number and Title: ARCH 121 Multicultural Architectural History (CTEE)
Short Title: Multicultural Arch History
Discipline: Architecture (ARCH)
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 description, objectives and textbooks.
Anita Talone
 - d. Course Number and Title: ARCH 122 History of Architectural Theory (CTEE)
Short Title: Architectural Theory
Discipline: Architecture (ARCH)
Course Included in the following programs:
 - i. Architecture, A.S. Degree Major/Cert. of Achievement
 - ii. Gen Studies-Arts and Humanities, A.S. Degree MajorAssociate Degree General Education - C: Humanities
CSU GE Area C: Arts and Humanities - C1: Arts
Transfer Acceptability: CSU
Changed course number and title from 155 to 122, methods of instruction and assessment.
Anita Talone

- e. Course Number and Title: ARCH 135 Architectural Materials and Methods of Construction (CTEE)
Short Title: Arch Materials/Methods Constr
Discipline: Architecture (ARCH)
Course Included in the following programs:
i. Architectural Drafting, A.S. Degree Major/Cert. of Achievement
ii. Architecture, A.S. Degree Major/Cert. of Achievement
iii. Eco-Building Professional, Cert. of Achievement
Transfer Acceptability: CSU
Decreased units from 4 to 3, lecture hours from 3 to 1.5, increased lab hours from 3 to 4.5, updated description, objectives and methods of instruction.
Anita Talone
- f. Course Number and Title: ARCH 145 Designing for Communication and Presentation (CTEE)
Short Title: Communication and Presentation
Discipline: Architecture (ARCH)
Recommended Prep: ARCH 150 / ID 150
Course Included in the following programs:
i. Architectural Drafting, A.S. Degree Major/Cert. of Achievement
ii. Architecture, A.S. Degree Major/Cert. of Achievement
Transfer Acceptability: UC, CSU
Grading Basis: Grade Only
Updated title, decreased units from 4 to 3, lecture hours from 3 to 1.5, increased lab hours from 3 to 4.5, updated description, objectives, outline and textbook.
Anita Talone
- g. Course Number and Title: ARCH 160 Environmental Architecture and Design (CTEE)
Short Title: Environmental Arch/Design
Discipline: Architecture (ARCH)
Course Included in the following programs:
i. Architectural Drafting, A.S. Degree Major/Cert. of Achievement
ii. Eco-Building Professional, Cert. of Achievement
Transfer Acceptability: UC, CSU
Grading Basis: Grade Only
Decreased units from 4 to 3, lecture hours from 3 to 1.5, increased lab hours from 3 to 4.5, updated description, objectives and textbooks.
Anita Talone
- h. Course Number and Title: ARCH 196 Special Problems in Architecture (CTEE)
Short Title: Problems/Architecture
Discipline: Architecture (ARCH)
Transfer Acceptability: CSU
Grading Basis: Grade Only
Changed lab hours from 1.5 or 4.5 to 3, 6 or 9 hours, removed lecture hours.
Anita Talone
- i. Course Number and Title: ARCH 200 Advanced Computer Aided Drafting (CTEE)
Short Title: Adv Computer Aided Drafting
Discipline: Architecture (ARCH)
Recommended Prep: ARCH 150 / ID 150
Course Included in the following programs:
i. Architectural Drafting, A.S. Degree Major/Cert. of Achievement
ii. Computer Assisted Drafting, A.S. Degree Major/Cert. of Achievement
Transfer Acceptability: CSU
Changed title, deleted ARCH 105, ARCH/ID 150, DT/ENGR 101 prerequisites, added ARCH/ID 150 recommended preparation, updated description, objectives, methods of instruction, content,

textbook and methods of assessment.

Anita Talone

- j. Course Number and Title: ARCH 202 Introduction to Revit Architecture (CTEE)
Short Title: Intro to Revit Architecture
Discipline: Architecture (ARCH)
Transfer Acceptability: CSU
Updated description, objectives, content, textbooks and methods of assessment.
Anita Talone
- k. Course Number and Title: ARCH 204 Advanced Revit (CTEE)
Discipline: Architecture (ARCH)
Prerequisites: ARCH 202
Transfer Acceptability: CSU
Updated description, objectives, content, suggested reading, critical thinking and methods of assessment.
Anita Talone
- l. Course Number and Title: ARCH 215 Design Studio IA (CTEE)
Discipline: Architecture (ARCH)
Prerequisites: and ARCH 145
Course Included in the following programs:
i. Architecture, A.S. Degree Major/Cert. of Achievement
ii. Univ. Studies: Fine and Performing Arts, A.A. Degree Major
Transfer Acceptability: UC, CSU
Updated title, added ARCH 145 as prerequisite, removed ARCH 144 and ARCH 145 recommended prep, updated description, objectives, methods of instruction, outside assignments, critical thinking and methods of assessment.
Anita Talone
- m. Course Number and Title: ARCH 216 Design Studio IB (CTEE)
Discipline: Architecture (ARCH)
Prerequisites: ARCH 145, and ARCH 215
Course Included in the following programs:
i. Architecture, A.S. Degree Major/Cert. of Achievement
ii. Eco-Building Professional, Cert. of Achievement
iii. Univ. Studies: Fine and Performing Arts, A.A. Degree Major
Transfer Acceptability: UC, CSU
Updated title, added ARCH 145 and ARCH 215 as prerequisites, removed ARCH 145 and ARCH 215 as recommended preparation, updated description, objectives, methods of instruction, outside assignments and methods of assessment.
Anita Talone
- n. Course Number and Title: ID 150 / ARCH 150 Beginning Computer Aided Drafting (CTEE)
Short Title: Beginning CAD
Discipline: Interior Design (ID) / Architecture (ARCH)
Course Included in the following programs:
i. Architectural Drafting, A.S. Degree Major/Cert. of Achievement
ii. Univ. Studies: Fine and Performing Arts, A.A. Degree Major
Transfer Acceptability: CSU
Updated title, description, objectives, textbooks, outside assignments, required writing.
Anita Talone
MSC (Rose, Sosa) Item V.A. (ARCH Package) was approved

B. New Credit Programs

1. Program Title: Air Conditioning/Heating/Refrigeration (CTEE)
Discipline: Air Conditioning/Heating/Refrigeration (ACR)

Award Type: A.S. Degree Major

Total Units: 27 – 28

Justification: This was a very successful ROP program that was deactivated. The state has identified this as one of the areas that needs employees and brings high wages for trained personnel.

Dennis Lutz

2. Program Title: Air Conditioning, Heating and Refrigeration Entry Employment Ready (CTEE)

Discipline: Air Conditioning/Heating/Refrigeration (ACR)

Award Type: Certificate of Proficiency

Total Units: 10

Justification: This was a very successful ROP program that was deactivated. The state has identified this as one of the areas that needs employees and brings high wages for trained personnel.

Dennis C. Lutz

3. Program Title: German (LL)

Discipline: German (GERM)

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

Total Units: 23

Justification: The college does not currently have an AA degree or certificate in German. This will be our first degree/certificate program in German.

Beatrice Manneh

4. Program Title: International Business (AMBA)

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

5. Program Title: Italian (LL)

Discipline: Italian (ITAL)

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

Total Units: 23

Justification: The college does not currently have a AA degree in Italian. This will be our first degree/certificate program in Italian.

Scott Nelson

6. Program Title: Small Business Entrepreneurship (AMBA)

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

7. Program Title: Theatre Arts (AMBA)

Discipline: Theatre Arts (TA)

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

Total Units: 24.00 - 25.00

Justification: This new, compact yet comprehensive, program will replace all other Theatre Arts programs and certificates, excepting the Theatre AAT-Transfer Degree. At only 25 units, students will have a clear pathway towards graduation, while retaining the freedom to gain some extra experience in either acting or technical theatre, after completing the program's common core classes.

Chris Sinnott

MSC (Mudgett, Rose) Item V.B. (New Credit Programs) approved

C. Credit Program Changes

1. Program Title: Business Administration (*AMBA*)
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

D. New Credit Courses

1. *This item was pulled*

E. Credit Course Changes

1. Course Number and Title: CHDV 201 Practicum in Early Childhood Education (*SBS*)
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
2. Course Number and Title: DNCE 105 Introduction to Dance History (*AMBA*)
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
3. Course Number and Title: DNCE 148 Drum and Dance Ensemble I (*AMBA*)
Discipline: Dance (DNCE)
Course Included in the following programs:
 - i. Dance: General Dance, A.A. Degree Major/Cert. of Achieve.
 - ii. Dance: World Dance, A.A. Degree Major/Cert. of Achieve.Transfer Acceptability: UC, CSU
Deleted 2 unit value, added 0.5 unit option (now 0.5, 1, 1.5), removed lecture hours, deleted 4.5 lab hours (now 1.5, 3, 4.5), updated textbooks and outside assignments.
Patriceann Mead
4. Course Number and Title: DNCE 149 Afro-Cuban/Brazilian Dance I (*AMBA*)
Discipline: Dance (DNCE)
Course Included in the following programs:
 - i. Basic Dance, Cert. of Achieve.
 - ii. Dance: General Dance, A.A. Degree Major/Cert. of Achieve.

- iii. Dance: World Dance, A.A. Degree Major/Cert. of Achieve.
- iv. Univ. Studies: Fine and Performing Arts, A.A. Degree Major

Transfer Acceptability: UC, CSU

Deleted 2 unit value, added 0.5 unit option (now 0.5, 1, 1.5), removed lecture hours, deleted 4.5 lab hours (now 1.5, 3, 4.5), updated catalog description, objectives, methods of instruction, outline and textbooks.

Patriceann J. Mead

5. Course Number and Title: DNCE 150 Afro-Cuban/Brazilian Dance II (AMBA)

Discipline: Dance (DNCE)

Course Included in the following programs:

- i. Basic Dance, Cert. of Achieve.
- ii. Dance: General Dance, A.A. Degree Major/Cert. of Achieve.
- iii. Dance: World Dance, A.A. Degree Major/Cert. of Achieve.

Transfer Acceptability: UC, CSU

Deleted 2 unit value, added 0.5 unit option (now 0.5, 1, 1.5), removed lecture hours, deleted 4.5 lab hours (now 1.5, 3, 4.5), updated description, objectives, methods of instruction, outline, textbooks and outside assignments.

Patriceann J. Mead

6. Course Number and Title: DNCE 173 / MUS 173 / TA 173 Musical Theatre Scenes I (AMBA)

Discipline: Dance (DNCE) / Music (MUS)/Theatre Arts (TA)

Course Included in the following programs:

- i. Dance: General Dance, A.A. Degree Major/Cert. of Achieve.

Transfer Acceptability: CSU

Updated title (added I), methods of instruction, textbooks, required reading and critical thinking.

Margaret M. Faulkner

7. Course Number and Title: DNCE 190 World Dance Production I (AMBA)

Discipline: Dance (DNCE)

Course Included in the following programs:

- i. Basic Dance, Cert. of Achieve.
- ii. Dance: Euro-Western, A.A. Degree Major/Cert. of Achieve.
- iii. Dance: General Dance, A.A. Degree Major/Cert. of Achieve.
- iv. Dance: World Dance, A.A. Degree Major/Cert. of Achieve.

Transfer Acceptability: UC, CSU

Deleted 2 unit value, added 0.5 unit option (now 0.5, 1, 1.5), removed lecture hours, deleted 4.5 lab hours (now 1.5, 3, 4.5), updated description, outline and textbooks.

Patriceann J. Mead

8. Course Number and Title: DNCE 248 Drum and Dance Ensemble II (AMBA)

Discipline: Dance (DNCE)

Course Included in the following programs:

- i. Dance: General Dance, A.A. Degree Major/Cert. of Achieve.
- ii. Dance: World Dance, A.A. Degree Major/Cert. of Achieve.

Transfer Acceptability: UC, CSU

Deleted 2 unit value, added 0.5 unit option (now 0.5, 1, 1.5), removed lecture hours, deleted 4.5 lab hours (now 1.5, 3, 4.5), updated textbooks, required reading, outside assignments, critical thinking and required writing.

Patriceann J. Mead

9. Course Number and Title: DNCE 249 Afro-Cuban/Brazilian Dance III (AMBA)

Discipline: Dance (DNCE)

Course Included in the following programs:

- i. Dance: General Dance, A.A. Degree Major/Cert. of Achieve.

- ii. Dance: World Dance, A.A. Degree Major/Cert. of Achieve.

Transfer Acceptability: UC, CSU

Deleted 2 unit value, added 0.5 unit option (now 0.5, 1, 1.5), removed lecture hours, deleted 4.5 lab hours (now 1.5, 3, 4.5), updated description, objectives, methods of instruction, textbooks and methods of assessment.

Patriceann J. Mead

10. Course Number and Title: DNCE 250 Afro-Cuban/Brazilian Dance IV (AMBA)

Discipline: Dance (DNCE)

Course Included in the following programs:

- i. Dance: General Dance, A.A. Degree Major/Cert. of Achieve.
- ii. Dance: World Dance, A.A. Degree Major/Cert. of Achieve.

Transfer Acceptability: UC, CSU

Deleted 2 unit value, added 0.5 unit option (now 0.5, 1, 1.5), removed lecture hours, deleted 4.5 lab hours (now 1.5, 3, 4.5), updated description, objectives, methods of instruction, outline, methods of instruction and textbooks.

Patriceann J. Mead

11. Course Number and Title: DNCE 290 World Dance Production II (AMBA)

Discipline: Dance (DNCE)

Course Included in the following programs:

- i. Dance: General Dance, A.A. Degree Major/Cert. of Achieve.
- ii. Dance: World Dance, A.A. Degree Major/Cert. of Achieve.

Transfer Acceptability: UC, CSU

Updated unit value 0.5, 1, 1.5, deleted 4.5 lab hours (now 1.5, 3, 4.5), updated textbooks, outside assignments.

Patriceann J. Mead

12. Course Number and Title: GEOG 140 Introduction to Remote Sensing and Drone Data Processing (MNHCS)

Short Title: Introduction to Remote Sensing

Discipline: Geography (GEOG)

Course Included in the following programs:

- i. Drone Technology, A.S. Degree Major/Cert. of Achieve.
- ii. Advanced Geographic Information Systems, A.S. Degree Major/Cert. of Achieve.
- iii. Unmanned Aircraft System (UAS), Cert. of Achieve.
- iv. Unmanned Aircraft Systems Technician, Cert. of Proficiency

Transfer Acceptability: CSU

Updated title, updated unit value from 1 to 3, description, objectives, methods of instruction, content, textbook, required reading, outside assignments, critical thinking required writing.

Wing H. Cheung

13. Course Number and Title: MUS 105 Music Theory I (AMBA)

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

MSC (Mudgett, Rose) Items V.C.(Credit Program Changes) and V.E (Credit Course Changes) approved

F. Credit Course Reactivations

1. Course Number and Title: ACR 105 Refrigerant Management and Recovery (CTEE)
Short Title: Refrigerant Management and Rec
Discipline: Air Conditioning/Heating/Refrigeration (ACR)
Course Included in the following programs:
 - i. Air Conditioning, Heating and Refrigeration Entry Employment Ready, Cert. of Proficiency
 - ii. Air Conditioning/Heating/Refrigeration, A.S. Degree Major
 - iii. Air Conditioning/Heating/Refrigeration, Certificate of AchievementTransfer Acceptability: CSU
Grading Basis: Grade Only
Justification: Reactivating course to bring back Air Conditioning, Heating and Refrigeration, updated number.
Dennis C. Lutz

G. Credit Course Deactivations

1. Course Number and Title: ESL 35 Intermediate ESL II (LL)
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 (LL)
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: READ 10 Spelling (LL)
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
4. Course Number and Title: READ 11 Spelling II (LL)
Discipline: Reading (READ)
Justification: This course will not be offered by Reading Services in the future.
Melinda D. Carrillo
5. Course Number and Title: READ 48 Basic Reading Skills (LL)
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

H. New Noncredit Courses

1. Course Number and Title: N ART 956 Advanced Foundry techniques in sculpture (AMBA)
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

2. Course Number and Title: N ART 971 Advanced Jewelry and Metal Smithing (AMBA)
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
3. Course Number and Title: N GEOG 900 Introduction to Drone Safety and Applications (MNHCS)
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

I. **Noncredit Course Deactivations**

1. Course Number and Title: N ESL 305 Intermediate ESL II (LL)
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
2. Course Number and Title: N ESL 306 Intermediate ESL III (LL)
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

J. **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>
N GEOG 900	Computer Assisted, Video One Way, Online
ARCH 120	Computer Assisted, Online
ARCH 121	Online
SOC 175	Online
DNCE 105	Online
N GEOG 900	Computer Assisted, Video One Way, Online

K. **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>	
ARCH 217	Prerequisite	<u>ARCH 216</u>	New
ARCH 218	Prerequisite	<u>ARCH 217</u>	New
ARCH 145	Recomm. Prep.	ARCH/ID 150	Change
ARCH 200	Prerequisites	ARCH 105, ARCH/ID 150, DT/ENGR 101	Change

	Recomm. Prep.	<u>ARCH/ID 150</u>	
ARCH 204	Prerequisite	ARCH 202	Change
ARCH 215	Prerequisite	<u>ARCH 145,</u>	Change
	Recomm.. Prep.	ARCH 144 and ARCH 145	
ARCH 216	Prerequisite	<u>ARCH 145 and ARCH 215</u>	Change
	Recomm. Prep.	ARCH 145, ARCH 215	
CHDV 201	Prerequisites	<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
	Corequisites	<u>105A, or CHDV 105B, or CHDV 105C</u>	
	Prereq/Concurr.	115, <u>CHDV 185</u>	
MUS 105	Prerequisite	MUS 103, <u>or Demonstrated ability to read music acquired through prior study (i.e. private lessons or AP Music Theory)</u>	Change
	Recomm. Prep.	Demonstrated ability to read music acquired through prior study (i.e. private lessons	

MSC (Sosa, DeSimone) Items V.F.(Credit Course Reactivations), V.G. (Credit Course Deactivations), V.H.3. (items V.H.1. and V.H.2. pulled) (New Noncredit Courses), V.I. (Noncredit Course Deactivations), V.J. (Distance Learning) and V.K. (Requisites and Advisories) approved

VI. **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**

- Course Number and Title: POSC 101 Introduction to Politics and American Political Institutions (*SBS*)
Discipline: Political Science (POSC)
Associate Degree General Education – D: Social and Behavioral Sciences
American History and Institutions – Sequence POSC 102
CSU GE Area D: Social Sciences – D8: Political Science, Government, and Legal Institutions
IGETC Area 4: Social and Behavioral Sciences – 4H Political Science, Government, and Legal Institutions
Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Online, Two-Way Video, One-Way Video, Computer Assisted
Added online, two-way video, one-way video and computer assisted distance education.
Peter Bowman **VPI congratulated the Political Science department for developing online options for three of their core courses (this one included). These online courses will allow for broader student access.**
- Course Number and Title: CHDV 140 Children’s Literature and Language Development (*SBS*)
Discipline: Child Development (CHDV)
Transfer Acceptability: CSU
Distance Learning Offering(s): Online, Two-Way Video, Computer Assisted
Updated methods of instruction, textbooks and methods of assessment, added online, two-way video and computer assisted distance education.
Laurel Anderson

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>
POSC 101	<u>Online, Two-Way Video, One-Way Video, Computer Assisted</u>
CHDV 140	<u>Online, Two-Way Video, Computer Assisted</u>

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

A. **Credit Course/Program Package**

Package Title: EME Deactivations (*CTEE*)

Discipline: Emergency Medical Education (EME)

Description: Course material is integrated with other courses and curriculum needs to be streamlined and updated.

Sarah DeSimone

1. **Emergency Medical Education Course Deactivations**

a. Course Number and Title: EME 125 EMT Interface (*CTEE*)

Discipline: Emergency Medical Education (EME)

Prerequisites: EME 106, or EMT Basic

Transfer Acceptability: CSU

Grading Basis: Pass/No Pass Only

Reason for Deactivation: Material is no longer taught.

Sarah DeSimone

b. Course Number and Title: EME 197A Emergency Medical Education Workshop: Emergency (*CTEE*)

Medical Technician-Paramedic

Short Title: EME Wkshp: EMT-Paramedic

Discipline: Emergency Medical Education (EME)

Transfer Acceptability: CSU

Reason for Deactivation: Course is no longer taught.

Sarah DeSimone

c. Course Number and Title: EME 197B Emergency Medical Workshop: Emergency Medical Technician – Basic (*CTEE*)

Short Title: EME Wksp: EMT-Basic

Discipline: Emergency Medical Education (EME)

Transfer Acceptability: CSU

Reason for Deactivation: Course is no longer taught.

Sarah DeSimone

d. Course Number and Title: EME 197E Emergency Medical Education Workshop: General (*CTEE*)

Short Title: EME Workshop: General

Discipline: Emergency Medical Education (EME)

Transfer Acceptability: CSU

Reason for Deactivation: Course is no longer taught.

Sarah DeSimone

e. Course Number and Title: EME 200 Advanced Cardiac Life Support (*CTEE*)

Discipline: Emergency Medical Education (EME)

Prerequisites: Current CPR for Health Care Providers Certificate or "BLS" CPR card and must be an M.D., R.N. or EMT P

Transfer Acceptability: CSU

Grading Basis: Pass/No Pass Only

Reason for Deactivation: Material integrated in other courses.

Sarah DeSimone

f. Course Number and Title: EME 201 Pediatric Advanced Life Support (*CTEE*)

Short Title: Pediatric Adv Life Support

Discipline: Emergency Medical Education (EME)

Prerequisites: Current CPR for Health Care Providers Certificate or "BLS" CPR card and must be an M.D., R.N. or EMT P

Transfer Acceptability: CSU

Reason for Deactivation: Material is integrated into other courses.

Sarah DeSimone

- g. Course Number and Title: EME 202 Prehospital Trauma Life Support (*CTEE*)
Short Title: Prehsptal Trauma Life Support
Discipline: Emergency Medical Education (EME)
Prerequisites: Current CPR for Health Care Providers Certificate or "BLS" CPR card and must be an M.D., R.N. or EMT P

Transfer Acceptability: CSU

Grading Basis: Pass/No Pass Only

Reason for Deactivation: Material is integrated into other courses.

Sarah DeSimone

- h. Course Number and Title: EME 55 CPR for Health Care Providers (*CTEE*)
Discipline: Emergency Medical Education (EME)
Grading Basis: Pass/No Pass Only

Reason for Deactivation: Material is taught in other courses.

Sarah DeSimone

Sarah DeSimone explained the content of these courses is integrated into other courses and are no longer taught.

B. Package Title: Fall 2018 Deactivation Campaign

Discipline: American Indian Studies (AIS)

Description: Courses departments have directed Instructional Services to deactivate according to the 3 and 4 year Active Course Aging Report. These courses were previously requested for deactivation. Deactivations will be effective fall 2018.

Package Submitted by Instructional Services (see courses for faculty)

1. American Indian Studies and American Studies Course Deactivations

- a. Course Number and Title: AIS 139 Native American Linguistics (*SBS*)

Discipline: American Indian Studies (AIS)

Course Included in the following programs:

- i. American Indian Studies, Cert. of Achieve.

Transfer Acceptability: CSU

Distance Learning Offering(s): Computer Assisted, Online

Reason for Deactivation: Deactivated at department's request.

Patricia Dixon

- b. Course Number and Title: AIS 160 American Indian Education (*SBS*)

Discipline: American Indian Studies (AIS)

Course Included in the following programs:

- i. American Indian Studies, Cert. of Achieve.

Transfer Acceptability: CSU

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

Reason for Deactivation: Deactivated at department's request.

Patricia Dixon

- c. Course Number and Title: AIS 161A / CS 161A Elementary Classical Nahuatl 1A (*SBS*)

Short Title: Elem Classical Nahuatl 1A

Discipline: American Indian Studies (AIS) / Chicano Studies (CS)

Course Included in the following programs:

- i. American Indian Studies, Cert. of Achieve.

- ii. Univ. Studies: World Languages, A.A. Degree Major

Transfer Acceptability: UC, CSU

Distance Learning Offering(s): Computer Assisted, Online

Reason for Deactivation: Deactivated at department's request.

Patricia Dixon

- d. Course Number and Title: AIS 161B / CS 161B Elementary Classical Nahuatl IB (SBS)
Short Title: Elem Classical Nahuatl IB
Discipline: American Indian Studies (AIS) / Chicano Studies (CS)
Course Included in the following programs:
 - i. Univ. Studies: World Languages, A.A. Degree MajorTransfer Acceptability: CSU
Distance Learning Offering(s): Online
Reason for Deactivation: Deactivated at department's request.
Patricia Dixon
 - e. Course Number and Title: AIS 170 Political/History Problems and Issues of California Indians (SBS)
Short Title: Polit/Hist California Indians
Discipline: American Indian Studies (AIS)
Course Included in the following programs:
 - i. American Indian Studies, Cert. of Achieve.Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Computer Assisted, Telecourse, Online
Reason for Deactivation: Deactivated at department's request.
Patricia Dixon
 - f. Course Number and Title: AMS 104 American Family and Genealogy (SBS)
Discipline: American Studies (AMS)
Course Included in the following programs:
 - i. General Studies: Social and Behavioral Sciences, A.A. Degree Major
Associate Degree General Education - D: Social and Behavioral Sciences
Associate Degree Multicultural Requirement - Yes
CSU GE Area D: Social Sciences - D3: Ethnic StudiesTransfer Acceptability: CSU
Distance Learning Offering(s): Online
Reason for Deactivation: Deactivated at department's request.
Patricia Dixon
2. **Digital Broadcast Arts and Journalism Course Deactivations**
- a. Course Number and Title: DBA 103 / ENTT 103 Introduction to Audio-Visual Systems (AMBA)
Short Title: Intro to Audio-Visual Systems
Discipline: Digital Broadcast Arts (DBA) / Entertainment Technology (ENTT)
Course Included in the following programs:
 - i. Radio and Television, A.A. Degree Major/Cert. of Achieve.
 - ii. Entertainment Technology, A.A. Degree Major/Cert. of Achieve.Transfer Acceptability: CSU
Grading Basis: Grade Only
Reason for Deactivation: Deactivated at department's request.
Wendy Nelson
 - b. Course Number and Title: DBA 194A Radio Operations (AMBA)
Discipline: Digital Broadcast Arts (DBA)
Prerequisites: DBA 130 / ENTT 130
Transfer Acceptability: CSU
Grading Basis: Grade Only
Reason for Deactivation: Deactivated at department's request.
Wendy Nelson
 - c. Course Number and Title: DBA 194B Experimental Topics - Television Operations (AMBA)
Short Title: Exp Topics - TV Operations
Discipline: Digital Broadcast Arts (DBA)
Transfer Acceptability: CSU

Grading Basis: Grade Only

Reason for Deactivation: Deactivated at department's request.

Wendy Nelson

- d. Course Number and Title: JOUR 120 Magazine Editing and Production (AMBA)

Short Title: Magazine Editing & Production

Discipline: Journalism (JOUR)

Recommended Prep: JOUR 101

Course Included in the following programs:

- i. Multimedia Journalism, A.S. Degree Major/Cert. of Achieve.

Transfer Acceptability: CSU

Reason for Deactivation: Deactivated at department's request.

Wendy Nelson

3. **Fashion Course Deactivations**

- a. Course Number and Title: FASH 132 Costume and Culture (CTEE)

Discipline: Fashion (FASH)

Course Included in the following programs:

- i. General Studies: Social and Behavioral Sciences, A.A. Degree Major
ii. Costume Design, A.S. Degree Major/Cert. of Achieve.

Associate Degree General Education - C: Humanities

Associate Degree Multicultural Requirement - Yes

CSU GE Area D: Social Sciences - D7: Interdisciplinary, Social or Behavioral Science

Transfer Acceptability: UC, CSU

Reason for Deactivation: Deactivated at department's request.

Rita Campo Griggs

- b. Course Number and Title: FASH 137 Tailored Apparel Sewing (CTEE)

Discipline: Fashion (FASH)

Recommended Prep: FASH 136

Course Included in the following programs:

- i. Fashion Design, A.S. Degree Major/Cert. of Achieve.

Transfer Acceptability: CSU

Reason for Deactivation: Deactivated at department's request.

Rita Campo Griggs

- c. Course Number and Title: FASH 146 Computer Aided Design (CAD) for Fashion (CTEE)

Short Title: Computer Aided Design/Fashion

Discipline: Fashion (FASH)

Co-requisites: FASH 168

Course Included in the following programs:

- i. Fashion Design, A.S. Degree Major/Cert. of Achieve.

Transfer Acceptability: CSU

Reason for Deactivation: Deactivated at department's request.

Rita Campo Griggs

- d. Course Number and Title: FASH 147 Advanced Computer Aided Design(CAD)For Fashion (CTEE)

Short Title: Adv Comptr Aided Desgn/Fashion

Discipline: Fashion (FASH)

Prerequisites: FASH 146,

Co-requisites: FASH 168

Course Included in the following programs:

- i. Costume Design, A.S. Degree Major/Cert. of Achieve.

Transfer Acceptability: CSU
Reason for Deactivation: Deactivated at department's request.
Rita Campo Griggs

- e. Course Number and Title: FASH 168 CAD Laboratory (CTEE)
Discipline: Fashion (FASH)
Co-requisites: FASH 146, or FASH 147
Transfer Acceptability: CSU
Reason for Deactivation: Deactivated at department's request.
Rita Campo Griggs
- f. Course Number and Title: FASH 170 Introduction to Fabric Design/Painting (CTEE)
Short Title: Intro to Fabric Desgn/Painting
Discipline: Fashion (FASH)
Course Included in the following programs:
 - i. Costume Design, A.S. Degree Major/Cert. of Achieve.Transfer Acceptability: CSU
Reason for Deactivation: Deactivated at department's request.
Rita Campo Griggs
- g. Course Number and Title: FASH 178 Fashion Career Portfolio (CTEE)
Discipline: Fashion (FASH)
Course Included in the following programs:
 - i. Costume Design, A.S. Degree Major/Cert. of Achieve.Transfer Acceptability: CSU
Reason for Deactivation: Deactivated at department's request.
Rita Campo Griggs
- h. Course Number and Title: FASH 93 Specification Packets/Technical Design (CTEE)
Short Title: Spec Packets/Technical Design
Discipline: Fashion (FASH)
Reason for Deactivation: Deactivated at department's request.
Rita Campo Griggs

Cheryl Kearse explained that these courses were requested by departments during last year's deactivation campaign as well as some from this year. More will be presented later for this year.

C. New Credit Programs

- 1. Program Title: Business Management (AMBA)
Discipline: Business Management (BMGT)
Award Type: Certificate of Achievement
Total Units: 19
Rationale: To provide immediate job skills for students and also follow the pathway to an A.S. in General Business.
Jackie Martin
- 2. Program Title: Creating Your Business in a Gig Economy (AMBA)
Discipline: Business Management (BMGT)
Award Type: Certificate of Proficiency
Total Units: 7.00 - 10.00
Rationale: To provide short term training for Gig Economy workers.
Jackie Martin

Jackie Martin gave an overview of the Business Department's programs and the repackaging of curriculum to respond to the CTE industry needs and state directives.

D. New Noncredit Programs

1. Program Title: Project Management (*AMBA*)
Discipline: Noncredit Business Management (N BMGT)
Award Type: Certificate of Competency (Hours only; no units)
Total Units: 0
Rationale: The goal of this program is to train students for working in the field of project management and to prepare students for project management certifications as recognized by the Project Management Institute (PMI).
Jackie Martin

E. Credit Program Reactivations

1. Program Title: Air Conditioning/Heating/Refrigeration (*CTEE*)
Discipline: Air Conditioning/Heating/Refrigeration (ACR)
Award Type: Certificate of Achievement
Total Units: 16
Rationale: This was a very successful ROP program that was deactivated. The state has identified this as one of the areas that needs employees and brings high wages for trained personnel.
Dennis C. Lutz

F. Credit Program Changes

1. Program Title: Computer Information Systems: Emphasis Data Analytics (*MNHCS*)
Discipline: Computer Science and Information Technology - Information Technology (CSIT)
Award Type: A.S. Degree Major/Cert. Achievement 18 units/more
Total Units: 27.00 - 28.00
Updated description, made changes to program, (Program Requirements: CSIT 150, CSIT 225, CSIT 226, CSIT 230, MATH 120; Group One (Choose 1): CSIT 145, CSIT 180, CSWB 180, CSCI 112; Group Two (Choose 1): CSWB 110, JOUR 200, BUS 152, CSIT 165).
Terrie Lynn Canon

G. New Credit Courses

1. Course Number and Title: ARTD 240 3D Printing for Artists (*AMBA*)
Discipline: Art-Design (ARTD)
Recommended Prep: ARTI 246
Transfer Acceptability: CSU
Rationale: Addresses new career and entrepreneurial pathways and offers traditional artists (jewelers, sculptors) opportunities for commercial applications of their works.
Jay T. Schultz
2. Course Number and Title: MATH 75 STEM Prep Math I (*MNHCS*)
Discipline: Mathematics (MATH)
Prerequisites: MATH 50, or MATH 53, or MATH 50B, or eligibility determined through the math placement process,
Co-requisites: MATH 110
Converting topics course to regular course. Part of first semester of Accelerated Math Gateway.
Wendy R. Metzger
3. Course Number and Title: MATH 76 STEM Prep Math II (*MNHCS*)
Discipline: Mathematics (MATH)
Co-requisites: MATH 115
Convert topics course to regular course. Part of second semester of Accelerated Math Gateway.
Wendy R. Metzger

H. Credit Course Changes

1. Course Number and Title: BUS 130 Principles of Supply Chain Management (*AMBA*)
Short Title: Supply Chain Mgmt
Discipline: Business Education (BUS)
Course Included in the following programs:
 - i. Business Management, A.S. Degree Major/Cert. of Achieve.Transfer Acceptability: CSU
Distance Learning Offering(s): Online
Updated title, objectives, methods of instruction, outline, textbooks, required reading, suggested reading, outside assignments, critical thinking, required writing and methods of assessment.
Jackie Martin
2. Course Number and Title: EME 211 Clinical Integration I (*CTEE*)
Discipline: Emergency Medical Education (EME)
Co-requisites: EME 207, and EME 207L
Course Included in the following programs:
 - i. Paramedic Training, A.S. Degree Major/Cert. of Achieve.Transfer Acceptability: CSU
Grading Basis: Pass/No Pass Only
Added 1 unit option, added 3 hours lab, removed EME 208 and EME 208L as corequisites, updated textbook.
Sarah DeSimone
3. Course Number and Title: EME 212 Clinical Integration II (*CTEE*)
Discipline: Emergency Medical Education (EME)
Co-requisites: EME 209, and EME 209L, or EME 210, EME 208, EME 208L
Course Included in the following programs:
 - i. Paramedic Training, A.S. Degree Major/Cert. of Achieve.Transfer Acceptability: CSU
Grading Basis: Pass/No Pass Only
Added unit value of 2, added 6 hours lab, added EME 208 and EME 208L as corequisites, updated textbook.
Sarah DeSimone
4. Course Number and Title: EME 220 Paramedic Refresher A (*CTEE*)
Discipline: Emergency Medical Education (EME)
Transfer Acceptability: CSU
Updated title, removed all variable units except for 4, removed all lecture hours except for 2 added 6 lab hours, updated prerequisites (see above), updated description, textbook and methods of assessment.
Sarah DeSimone
5. Course Number and Title: EME 224 Clinical Refresher (*CTEE*)
Discipline: Emergency Medical Education (EME)
Transfer Acceptability: CSU
Updated units to 0.5 and 1, deleted lecture hours, added 1.5 as lab hour option, updated prerequisite to include, "RN, MD, PA or former Paramedic who meets the State of California Code of Regulations, Title 22," removed EME 223 as corequisite, updated description, textbook, outside assignments, critical thinking and required writing.
Sarah DeSimone
Sarah DeSimone explained that prerequisites for EME 220 and 224 were removed. Catalog notes will be used for eligibility information.
6. Course Number and Title: ESL 102 Written Communication II (*LL*)
Discipline: English as a Second Language (ESL)
Prerequisites: ESL 101, or eligibility established through the English as a Second Language placement

process.

Course Included in the following programs:

Associate Degree General Education - C: Humanities

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

Transfer Acceptability: UC, CSU

Distance Learning Offering(s): Online

Removed "minimum grade of C" note and updated textbooks, added online distance education.

Gary Sosa

7. Course Number and Title: ESL 103 Written Communication III (LL)
Discipline: English as a Second Language (ESL)
Prerequisites: ESL 102, or eligibility established through the English as a Second Language placement process.
Associate Degree General Education - C: Humanities
CSU GE Area C: Arts and Humanities - C2: Humanities
Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Online
Removed "minimum grade of C" note, methods of instruction, updated textbooks, added online distance education, added online distance education.
Gary Sosa
8. Course Number and Title: ESL 9 English Pronunciation I (LL)
Discipline: English as a Second Language (ESL)
Distance Learning Offering(s): Online
Updated methods of instruction, content outline, textbooks, required reading, outside assignments and required writing, added online distance education.
Gary Sosa

I. **Credit Course Reactivations**

1. Course Number and Title: ACR 110 Advanced Air Conditioning, Heating and Refrigeration (CTEE)
Short Title: ADV AIR COND, HEATING, REFRIG
Discipline: Air Conditioning/Heating/Refrigeration (ACR)
Prerequisites: ACR 101, and ACR 102
Course Included in the following programs:
 - a. Air Conditioning/Heating/Refrigeration, Certificate of Achievement
 - b. Air Conditioning/Heating/Refrigeration, A.S. Degree MajorTransfer Acceptability: CSU
Grading Basis: Grade Only
Justification: Reactivation of ACR-56 for HVAC program. Changed number.
Dennis C. Lutz

J. **New Noncredit Courses**

1. Course Number and Title: N ART 951 Advanced Ceramic Techniques for Older Adults (AMBA)
Discipline: Art (N ART)
Rationale: This class will help older adults maintain mental acuity and physical dexterity while developing creative expression.
Sasha Jonestein
2. Course Number and Title: N BMGT 954 Business Canvas (AMBA)
Discipline: Noncredit Business Management (N BMGT)
Rationale: Part of the Small Business non-credit certificate.
Jackie Martin

3. Course Number and Title: N BMGT 986 Project Management: Integration & Scope Management (AMBA)
Discipline: Noncredit Business Management (N BMGT)
Distance Learning Offering(s): Online
Rationale: Provide students the big picture of a project to include scope, cost, time, and the integration of the three components. This course provides the foundations of project management.
Jackie Martin
4. Course Number and Title: N BMGT 987 Microsoft Project Management (AMBA)
Discipline: Noncredit Business Management (N BMGT)
Distance Learning Offering(s): Online
Rationale: To train students for working in the field of project management and to prepare students for project management certifications via the Project Management Institute (PMI) and its affiliates.
Jackie Martin
5. Course Number and Title: N BMGT 989 Leadership and Conflict Resolution (AMBA)
Discipline: Noncredit Business Management (N BMGT)
Distance Learning Offering(s): Online
Rationale: Provide students with communication essentials for reaching goals, meeting protocol, and managing change and conflict within the scope of team dynamics – all essential for project management.
Jackie Martin
6. Course Number and Title: N BMGT 990 Capstone; Bringing it all together (AMBA)
Discipline: Noncredit Business Management (N BMGT)
Distance Learning Offering(s): Online
Rationale: Comprehensive review of Project Management “Process Groups and Knowledge Areas” to prepare students for industry certification in Project Management through Project Management Institute.
Jackie Martin
7. Course Number and Title: N PHOT 916 Alternative Photographic Processes for Older Adults (AMBA)
Discipline: Noncredit Photography (N PHOT)
Rationale: Add Non-credit Adult Ed
Donna Cosentino

K. Requisites and Advisories

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

<u>Catlg. Nnbr.</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>	
ACR 110	Prerequisite	<u>ACR 101, and ACR 102</u>	Reactivation
ARTD 240	Recomm. Prep.	<u>ARTI 246</u>	New
MATH 75	Prerequisite	<u>MATH 50, or MATH 53, or MATH 50B, or eligibility determined through the math placement process</u>	New
	Corequisite	<u>MATH 110</u>	
MATH 76	Corequisite	<u>MATH 115</u>	New
EME 211	Corequisite	EME 207, and EME 207L, EME 208 and EME 208L	Change
EME 212	Corequisite	EME 209, and EME 209L, or EME 210, <u>EME 208, EME 208L</u>	Change
ESL 102	Prerequisite	Minimum grade of C in ESL 101, or eligibility established through the English as a Second Language placement process.	Change
ESL 103	Prerequisite	Minimum grade of C in ESL 102, or eligibility established through the English as a Second Language placement process.	Change

L. 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>
BUS 130	Online
ESL 102	<u>Online</u>
ESL 103	<u>Online</u>
ESL 9	<u>Online</u>
N BMGT 986	<u>Online</u>
N BMGT 987	<u>Online</u>
N BMGT 989	<u>Online</u>
N BMGT 990	<u>Online</u>

VIII. **ACTION - TECHNICAL CORRECTION**– The following curriculum changes, pending appropriate approvals, will be effective ~~Fall~~ **Spring 2018**:

A. Course Number and Title: BUS 129 Principles of Logistics (AMBA)

Discipline: Business Education (BUS)

Course Included in the following programs:

a. International Business, Certificate of Achievement

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Grading Basis: Grade Only

Justification: This new course is part of a pathway that will create a Certificate of Achievement that will lead to an A.S. in either International Business or the Business General degree.

Jackie Martin

Course was presented for first reading **October 4, 2017** and action **October 18, 2017** with a fall 2018 effective date. Course needs to be active **Spring 2018** to in order for department to utilize grant funding.

IX. **DISCUSSION**

A. **Deactivation of Courses**

The communication to be distributed to identify courses recommended for deactivation was discussed.

B. **Guided Pathways**

VPI Kahn again stated that the assessment report will be distributed. He stated that he would share it with the Curriculum Committee. He further discussed Guided Pathways and stated that it was an effort to assess student needs and, in even some cases, connect with middle and high schools to prepare students for college matriculation. Areas to be developed include Meta majors, streamlining college and student language so that more clear communication happens. Colleges need to be more organized from a student perspective and there needs to be more support built in including counseling and internships. Even providing more streamlined degrees such as ADTs doesn't offer a clear path for students to complete studies as there may still be conflicts such as when classes are scheduled and when students can take them. Students may be confused or overwhelmed by too many options and this initiative is being developed to remove some of those obstacles. Infrastructure changes, such as Starfish and Early Alert, are also being developed.

C. **District Curriculum Planning**

No process exists by which curriculum development is evaluated. There is nothing which would prevent anyone from spending a lot of time developing curriculum that is not approved or able to be supported by the college. Discussion took place about a process which could potentially include curriculum development vetted by the department chair, faculty, dean and Articulation Officer. This would also address overlap as the overlap field in Curricunet may no longer be effective. Any process developed should not be so regimented as to stifle faculty innovation. Suggestions for checklists or utilizing a similar process to the one for deactivating a program were discussed as well as sharing this information more institutionally, for instance with the Instructional Planning Council. Sharing the information would allow the college to potentially develop complementary programs and respond to workforce/major needs. Code alignment to ensure accurate apportionment should occur. Development of a process will continue to be explored.

D. **Curriculum Approval Process and Tech Meetings**

Wendy presented models of curriculum review processes from other colleges. Some have a dedicated technical writer. Smaller groups meet outside the committee meeting to thoroughly review curriculum

including prerequisites, grammar, coding and other aspects. The curriculum then goes for first reading and if okay, goes to second reading and approval. Meeting on off weeks for this type of review was discussed.

E. **Accelerated Course Approval/Effective Dates** – This item was tabled for a future meeting.

F. **Noncredit Numbering**

Cheryl Kears explained that the noncredit re-numbering handout displays existing noncredit courses not numbered in the 900s. The committee voted that noncredit curriculum be numbered in the 900s. This removes the confusion that some 4-year institutions have regarding Palomar’s numbering classification (some have questioned why some noncredit courses are numbered as upper division courses). The courses on the handout represent older noncredit courses with proposed number changes. The committee was asked to review the document and bring back any feedback. There have already been concerns brought by the ESL (English as a Second Language) department which will be addressed.

X. **INFORMATION**

A. **Annual Credit Course Certification**

1. Course Accuracy in accordance with the CCCC Program and Course Approval Handbook (PCAH)
2. Accuracy of course hours and units in accordance with CCCC 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/regulations 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://ccconlineed.org/faculty-resources/professional-development/accessibility-support/>

C. **Course Outline Reviews**

The following courses have completed the course outline review process between October 28, 2017 and November 9, 2017 and are effective Fall 2017.

PSYC 110 Developmental Psychology – Child Through Adult
PSYC 115 The Psychology of Personal Growth and Development

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

Proposal Type	Current Agenda (Actions)	2017-2018 Cumulative
New Credit Courses		5
New Noncredit Courses		2
Credit Course Changes		21
Noncredit Course Changes		0
Credit Course Reactivations		3
Noncredit Reactivations		0
Credit Course Deactivations		14
Noncredit Deactivations		0
Course Reviews 10/28/2017 – 11/9/2017)		15
Course Reviews/Added DE		7
New Credit Programs		8
New Noncredit Programs		0
Credit Program Changes		10
Program Deactivations		2
Total Activity	18	87

XI. **REPORTS**

A. **Academic Technology/Payn**

Celebrate Canvas/Open House. LL 109, Wed. Dec. 6, 9 to 11 am, and repeated Thur. Dec. 7, 12 noon to 2 pm. Light refreshments, and opportunity to ask questions, make appointments for further consultation, and work on a course in Canvas with staff to offer assistance as needed. Attendees will receive a "Quick Start Guide".

ATRC has started an Accessible Course Delivery Pilot at the request of the ADA Compliance Workgroup chaired by VPI Kahn. We have 12 participants so far and have room for more if anyone would like to still volunteer. Our convenience sample includes almost all women instructors, so it would be interesting to see if male instructors have different feedback regarding accessibility. Participants will get assistance from our instructional designer as well as students who use assistive devices, software and hardware in order to ensure ADA compliance. We plan to learn the most efficient procedures to deliver ADA compliant courses.

The Distance Education and Academic Technology Committee suggested revisions to Palomar College's AP 4105. We referred to Title 5, ACCJC Standards, as well as the AP 4105 at other colleges. While we didn't change a lot, we did make very worthwhile recommendations in the document that we returned to the Senate Committee on Policy and Procedures.

B. **Accreditation/Kahn** – No report

C. **Articulation/Mudgett**

The approval of two more transfer degrees in History and Film, Television and Electronic Media bring our number of approved transfer degrees to a total of twenty-five. The C-ID website is back up and Ben will be working with departments to development new quantitative reasoning courses which fit the new CSU Quantitative Breadth model.

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

E. **Counseling/Waite** – No report

F. **Distance Learning Approvals/Sosa** – No report

G. **General Education** – No report

H. **Learning Outcomes/Nelson**

The change to membership will come back to the committee after further research on impacts such as responsibilities, faculty release time and other potential matters.

I. **Multicultural Approvals/Thomson** – Approved one course. SOC 175 is pending.

J. **Prerequisite Approvals/Dixon**

Marlene Forney reported that the subcommittee is working on several courses. There were some approvals but she did not have a list at the time of her report.

XII. **FUTURE ITEMS FOR DISCUSSION**

XIII. **ADJOURNMENT** - Next meeting December 6, 2017 – 3:00 pm, Room AA-140
Meeting adjourned at 5:04 pm