Palomar College Curriculum Committee Minutes December 4, 2019

Room H-306, 3:00-5:00 pm

1.	CALL-TO-ORDER	- Meeting	called	to or	der	at
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	oxtimes Christine Barlolong, $oxtimes$ Patti Dixon, $oxtimes$ Matt Dohe	erty, ⊠Jim Eighmey, ⊠Katy Farrell, ⊠Craig			
Members	Forney, ⊠Marlene Forney, ⊠Margie Fritch, ⊠Luis Guerrero, ⊠Jack Kahn, □Cory Lindsey, ⊠				
Present	Pearl Ly, ⊠Shelbi Mayo, ⊠John McMurria, ⊠Adam Meehan, ⊠Vickie Mellos, ⊠Benjamin				
Roll-Call	all Mudgett, ⊠Wendy Nelson, ⊠Lillian Payn, □Kevin Powers, ⊠Nichol Roe, ⊠Suzanne Seb				
	Justin Smiley, ⊠Gary Sosa, ⊠Ed Sprague, ⊠Candace Rose, □Carla Thomson				
Staff	Cheryl Kearse (Recorder), Richard Loucks Guest	s Ben Adams, Lacey Craft,			
		Patriceann Mead, Karl Seiler, Anita Talone			

2. ACTION-MINUTES

MSC Smiley, Mayo to approve the November 20 Curriculum Committee minutes

3. ANNOUNCEMENTS

- A. Rose **Active Learners Conference** Saturday, January 25 at the Rancho Bernardo Center. There will be 24 workshops and an escape Room activity. Early registration \$50.
- B. Ly NCHEA Holiday Party at "Up-in-Smoke" in San Marcos, Thursday, December 5 from 4-7.
- C. Additional December Meeting (Electronic Approval) Monday, December 16 or date TBD if the Tech. Review workgroup can get another agenda out, an electronic agenda to vote will be distributed. Technical Review has been a great process but has been lengthier than initially anticipated. It is getting better and the group is moving through courses faster. Many proposals have been sent back for changes. Wendy will send a communication to those originators to hopefully get changes done and approvals by February. We would like to get as many changes into the catalog instead of the addendum.

4. AGENDA CHANGES

A. Move discussion - UPDATE on HEALTH and Fitness MSC Farrell, Mudgett

The workgroup discussed the creation of the requirement. The original model was for the Lecture and Lab courses to be taken concurrently. The group looked at the original reason for requirement. It has since been split in order to help students complete. Other options have also been added to help students meet the lab or activity portion in order for students to test the principles of the lecture. Discussion for General Education (GE) requirements explored the skills students need to leave with after completing and being able to use the information for lifelong learning. The workgroup is still looking at ways to increase access and student retention. Data from last assessment was distributed and discussed. Southwestern College has eliminated the requirement and is reporting a negative financial impact to the college. The workgroup sees no benefit to eliminating the requirement. Kinesiology will continue to address any known roadblocks to completion as well as retention that benefits students.

The workgroup discussed their established Student Learning Outcomes (SLOs) and objectives of the requirement. Not all activity (dance) classes will fit the model but some of the ones being developed should. The 100 lecture is still valuable. Taken with the selected activity courses, it is still beneficial to students. The group distributed the established criteria. The outcomes and objectives are vague in order to address the variety of courses from which students are able to choose. A suggestion was made to make the verbs clearer since verbs such as "understand" are difficult to assess. The criteria still needs to be evaluated and voted on by the Curriculum Committee. The committee is still awaiting data as to whether the requirement is a barrier for students to complete their degree. That data will come in the spring. The committee won't be able to vote on this matter until that information is received. Next steps include bringing outcomes to action and discussion on how future proposed courses will be approved. The role of the GE subcommittee will be a part of these actions. Current courses approved will need to be reaffirmed.

5. ACTION - CURRICULUM COURSES AND PROGRAMS

Approve Curriculum Proposals Effective Fall 2020, pending other Appropriate Approvals

- A. New Credit Courses MS, Sprague, Rose pull CSNT 150, CSNT152 and MATH 53 MSC, Amend motion Sprague, Mayo
- B. Noncredit Course Changes MSC, Sprague, Mellos
- C. Credit Course Changes MSC, Eighmey, Sprague
- D. Credit Course Deactivations MSC, Payn, Fritch amend motion, MSC, items 4-16 Fritch, Barlolong
- E. New Noncredit Programs (E.F.G.) MSC, Eighmey, Mellos
- F. Credit Program Changes (E.F.G.) MSC, Eighmey, Mellos
- G. Noncredit Program Changes (E.F.G.) MSC, Eighmey, Mellos
- H. Credit Program Deactivations MSC, Payn, Fritch
- I. Distance Education MSC, Rose, Smiley (removed items 1,2 and 4)
- J. Requisites MSC, Mellos, Mayo

6. **DISCUSSION**

A. **Distance Education**

Wendy presented the proposed changes to the Distance Education (DE) pages in META. Course Outlines of Record (CORs) for Distance Education and face-to-face courses are the same. Title 5 requires certain areas be met for Distance Education. Wendy posed a question to the committee about whose responsibility it is to ensure the rigor and validity of courses taught online. The discussion included whether this is a DE/Academic Technology or Curriculum responsibility? Discussion included how faculty are offering online courses (Learning Management Systems versus other methods), TERB requirements and Title 5. Some members were concerned that the presented criteria is not prescriptive enough to provide instructors with a roadmap in order to comply with Title 5. Wendy will be taking the document back to Steve to incorporate some of the feedback and then bring it back for action in spring.

B. General Education (GE) Committee Make-Up – Not discussed due to time.

C. Multicultural Requirement/Payn

Lillian explained the proposed changes for the Multicultural (MC) Requirement. The proposed changes are really very minor but still reflect the original purpose of the requirement. Updating the language in META only makes all areas (catalog, evaluations) where the requirement is reflected the same. The proposed changes don't change the requirements but makes them clearer. The committee will move them to action at the next meeting after minor clean-up of the document is completed.

7. REPORTS

- A. Accreditation/Kahn Not discussed due to time.
- B. **Articulation/Mudgett** Not discussed due to time.
- C. Credit for Prior Learning/Rose & Mudgett Not discussed due to time.
- D. Learning Outcomes/Farrell Not discussed due to time.
- E. **Noncredit/Sebring** Not discussed due to time.

8. FUTURE ITEMS FOR DISCUSSION

- A. Electronic Requisite Enforcement
- B. Periodic Curriculum Review
- C. Curriculum Handbook
- D. Certificates of Proficiency to Certificates of Achievement
- E. MIS Project Data Elements
- F. Courses not Offered
- G. Combining of Classes (Sections)
- 9. NEXT MEETING Wednesday, February 5, 2020 at 3:00 pm in Room H-306
- 10. ADJOURNMENT Meeting adjourned at 4:59 pm