

**Palomar College**  
**Curriculum Committee Minutes**  
**February 5, 2020**  
Room H-306, 3:00-5:00 pm

1. **CALL-TO-ORDER** - Meeting was called to order at 3:06 with introductions.
  - Co-Chairs**    Wendy Nelson,  Shayla Sivert  
                   Christine Barolong,  Fabienne Chauderlot,  Patti Dixon,  Matt Doherty,  Jim Eighmey,
  - Members Present**  Katy Farrell,  Craig Forney,  Marlene Forney,  Margie Fritch,  Luis Guerrero,  Maureen Hallett,  Cory Lindsey,  Pearl Ly,  Shelbi Mayo,  John McMurria,  Adam Meehan,  Vickie Roll-Call
  - Roll-Call**   Mellos,  Benjamin Mudgett,  Lillian Payn,  Kevin Powers,  Nichol Roe,  Suzanne Sebring,  Justin Smiley,  Gary Sosa,  Ed Sprague,  Candace Rose,  Carla Thomson,  Gina Wilson
  - Staff**        Cheryl Kearse (Recorder),  Richard Loucks       **Guests**   Melissa Bagaglio
2. **ACTION-MINUTES**
  - MSC** Sprague, Mellos to **approve** the **December 4, 2019 Curriculum Committee minutes (2 abstentions)**
3. **ANNOUNCEMENTS**
  - A. Two MATCH events**
    - i. Utilizing a NCHEA grant between Palomar, CalState San Marcos and MiraCosta College. MATH Field Days - Competition will take place March 7, 2020 from 9 AM – 1 PM at Palomar. Prizes awarded for the top ten in each test. First 100 registrants get a free lunch and shirt. There will also be a free Planetarium show. Register through EventBrite.
    - ii. Film showing - “Agora” March 6, 2020 from 2:30-2:55 pm film featuring female mathematicians. Called Agora 3/16 3:00 pm in P-32. Club meet and greet from 2:30-2:55 pm
  - B. Media Studies with Student Success and Equity** sponsoring a film *Spirits of Rebellion*. Wednesday, February 12, 2020 at 11:30 in P-32. Filmmaker, Zeinabu Davis, will be in attendance for the viewing.
4. **AGENDA CHANGES** – There were none
5. **ACTION - CURRICULUM COURSES AND PROGRAMS**

**Approve Curriculum Proposals Effective Fall 2020, pending other appropriate approvals**

  - A. **New Credit Courses** – MSC Dixon, Sprague – Approved 4, 6, 7 (pulled the rest)
  - B. **Credit Course Reactivations** – MSC Sprague, Rose
  - C. **New Noncredit Courses** - MSC Mellos, Ly Items C & D
  - D. **Noncredit Course Changes** - MSC Mellos, Ly Items C & D
  - E. **Credit Course Changes** – MSC Sprague, Fritch
  - F. **Credit Course Deactivations** – MSC Fritch, Eighmey
  - G. **New Credit Programs** – MSC Barolong, Mudgett Items G & H
  - H. **Credit Program Changes** - MSC Barolong, Mudgett Items G & H (move G.2 to H)
  - I. **Technical Corrections** – MSC Rose, Mellos (Items I & J)
  - J. **Credit Course Deactivations** - MSC Rose, Mellos (Items I & J)
  - K. **Distance Education** - MSC Sprague, Fritch (Items K & L)
  - L. **Requisites** - MSC Sprague, Fritch (Items K & L)
6. **ACTION – GENERAL EDUCATION (GE) WORKGROUP**

General Education/Academic Policies Workgroup – The group will include the Articulation Officer, Curriculum Co-Chair, SLO Coordinator and one faculty from each GE Area (diverse group from all areas). The group would meet monthly and approve courses proposed for each GE area. Discussions in the past have included organizing GE courses as themes to give students clear meaningful outcomes. This may also become a part of the work this group does. This group could be an opportunity to redesign our general education to enhance the student experience for inclusion into Guided Pathways. It is preferable that the group be comprised of members of the Curriculum Committee but it will be opened to other faculty as necessary. Members thus far

include Craig Forney, Jim Eighmey, Patti Dixon, Vicki Mellos and tentatively, Candace Rose.

**MSC Dixon, Mellos**

7. **DISCUSSION**

A. **Distance Education Form**

The committee had a robust discussion about proposed changes to Palomar's distance education policy. The proposed change to the language and the CurriQunet META process was evaluated against a model from Southwestern College. The first part of Southwestern's DE addendum is similar to Palomar's in that it lays out DE requirements. Parts that committee members like include a checklist, acknowledgement that the faculty member understands the policies early in the document (as opposed to the end) and the validation statement that the course is appropriate for DE. The committee agreed that Palomar may not be ready such an extensive policy. Lillian Payn pointed out that Southwestern developed their policy in response to being severely reprimanded by ACCJC. The Curriculum Committee recommended some edits to what Academic Technology proposed and discussed a few elements of Southwestern's policy which could be useful to Palomar. While Southwestern has a strict policy in place, many of Palomar's DE elements are still voluntary. The committee discussed accessibility and Palomar's responsibility to all students. The committee agreed that there is much to be done in the area of teaching distance education. The committee agreed to certain elements of Southwestern's policy which should be adopted as a part of Palomar's policy. The final product will be brought back to the Curriculum Committee for action.

B. **Goals** – Will be discussed at next meeting as well as an overview of the progress on each.

C. **Multicultural Requirement/Approval Process/Payn** – The language in META will be updated to match the catalog language per the subcommittee's request.

D. **META Majors**

Wendy showed the newly developed META majors. Feedback is still being encouraged on all of them as they are not yet finalized.

8. **INFORMATION**

A. Industrial Technology (IT) Discipline Name Change to Machining Technology (MACH)

9. **REPORTS**

A. **Accreditation/Smiley** – There was no report

B. **Articulation/Mudgett** – There was no report

C. **Credit for Prior Learning/Rose & Mudgett** – There was no report

D. **Learning Outcomes/Farrell** – There was no report

E. **Noncredit/Sebring** – There was no report

F. **Strong Workforce Student Success and Retention/Fritch** – There are twenty-one faculty participating and additional funding is expected. Career Education and General Education faculty are involved.

10. **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)

H. University Studies

11. **NEXT MEETING** – Wednesday, February 19, 2020 at 3:00 pm in Room H-306

12. **ADJOURNMENT** – Meeting adjourned at 4:56 pm