

**Palomar College**  
**Curriculum Committee Minutes**  
 Wednesday, May 1, 2019

I. **Call to Order** – Meeting called to order at 3:08 pm

**Members Present** Patti Dixon, Karen Donovan, Jim Eighmey, Katy Farrell, James Fent, Marlene Forney, Luis Guerrero, Jack Kahn, Pearl Ly, Shelbi Mayo, John McMurria, Vickie Mellos, Benjamin Mudgett, Wendy Nelson, Lillian Payn, Nichol Roe, Candace Rose, Shayla Sivert, Ed Sprague, Carla Thomson

**Absent** Richard Albistegui-Dubois, Rita Campo Griggs, Craig Forney, Margie Fritch, Cory Lindsey, Adam Meehan, Kevin Powers, Suzanne Sebring, Justin Smiley

**Staff** Cheryl Kearse (Recorder)

II. **Minutes of the April 17, 2019 Curriculum Committee Meeting (MSC) Farrell, Thomson (1 abstention)**

III. **Announcements**

A. **Curriculum Course Review Drop-In Dates**

Wednesday	May 8	3:00 – 5:00 pm	Room H-105
Tuesday	May 14	2:00 – 4:00 pm	Room H-105

- Resources for assessing College Outcomes are available online. Faculty are still needed to participate in this assessment. Assessment is easy to do in Canvas.
- A viewing of the film *Hidden Figures* will take place Monday, May 6 at 3:00 pm in P-32. A mixer will be held beforehand in P-30. This supports the campus's "Math across the Curriculum" initiative.

IV. **Agenda Changes** – Move first reading items to 2<sup>nd</sup> reading (action)

V. **FIRST READING** – The following curriculum changes, pending appropriate approvals, will be effective **FALL 2019**: (MSC) Mayo, Guerrero to move First Reading items to Action

**SECOND READING** – The following curriculum changes, pending appropriate approvals, will be effective **FALL 2019**:

(MSC) Forney, Donovan to approve Item V., Credit Course Deactivations

A. **Credit Course Deactivations**

- Course Number and Title: MATH 10 Basic Arithmetic  
 Short Title: Basic Arithmetic  
 Discipline: Mathematics (MATH)  
 Grading Basis: Grade/Pass/No Pass  
 Deactivation Reason: Course will not be offered effective Fall 2019.  
*Greg Larson*
- Course Number and Title: MATH 12 Supplemental Instruction for Basic Arithmetic  
 Short Title: SUP INSTR/BASIC ARITHMETIC  
 Discipline: Mathematics (MATH)  
 Grading Basis: Pass/No Pass Only  
 Deactivation reason: Department has no plans to offer this course.  
*Jay Wiestling*
- Course Number and Title: MATH 146 Fortran-90 for Mathematics and Science  
 Short Title: Fortran-90 for Math/Science  
 Discipline: Mathematics (MATH)  
 Prerequisite: MATH 135, MATH 110, MATH 115, a passing grade on the appropriate placement test  
 Transfer Acceptability: UC/CSU Transfer Course - Yes  
 Grading Basis: Grade/Pass/No Pass  
 Deactivation Reason: This course has lost all popularity. Dept. has been told not to offer it.  
*Jay Wiestling*
- Course Number and Title: MATH 15 Prealgebra  
 Short Title: Prealgebra  
 Discipline: Mathematics (MATH)

- Distance Learning Offering(s): Computer Assisted Instruction, Online Course  
Grading Basis: Grade/Pass/No Pass  
Deactivation Reason: Course no longer offered due to AB705.  
*Greg Larson*
- v. Course Number and Title: MATH 17 Supplemental Instruction for Prealgebra  
Short Title: SUPPLEMENTAL INSTR/PREALGEBRA  
Discipline: Mathematics (MATH)  
Grading Basis: Pass/No Pass Only  
Deactivation reason: Department has no plans to offer this course.  
*Jay Wiestling*
- vi. Course Number and Title: MATH 42A Supplemental Instruction for Beginning Algebra Part I  
Short Title: Supl Instruction for MATH 50A  
Discipline: Mathematics (MATH)  
Grading Basis: Pass/No Pass Only  
Deactivation Reason: Course no longer offered due to AB705.  
*Mona Ellis*
- vii. Course Number and Title: MATH 42B Supplemental Instruction for Beginning Algebra Part II  
Short Title: Supl Instruction for MATH 50B  
Discipline: Mathematics (MATH)  
Grading Basis: Pass/No Pass Only  
Deactivation Reason: Course no longer offered due to AB705.  
*Mona Ellis*
- viii. Course Number and Title: MATH 47A Mathematics Topics  
Short Title: Mathematics Topics  
Discipline: Mathematics (MATH)  
Grading Basis: Grade/Pass/No Pass  
Deactivation Reason: Course no longer offered due to AB705.  
*Wendy Metzger*
- ix. Course Number and Title: MATH 47B Mathematics Topics  
Short Title: Mathematics Topics  
Discipline: Mathematics (MATH)  
Prerequisite: MATH 15, Eligibility determined through the math placement process  
Grading Basis: Grade/Pass/No Pass  
Deactivation Reason: Course no longer offered due to AB705.  
*Wendy Metzger*
- x. Course Number and Title: MATH 50 Beginning Algebra  
Short Title: Beginning Algebra  
Discipline: Mathematics (MATH)  
Prerequisite: MATH 15, Eligibility determined through the math placement process  
Distance Learning Offering(s): Computer Assisted Instruction, Online Course  
Grading Basis: Grade/Pass/No Pass  
Deactivation Reason: Course no longer offered due to AB705.  
*Jay Wiestling*
- xi. Course Number and Title: MATH 50A Beginning Algebra Part I  
Short Title: Beginning Algebra Part I  
Discipline: Mathematics (MATH)  
Prerequisite: MATH 15, Eligibility determined through the math placement process  
Grading Basis: Grade/Pass/No Pass  
Deactivation Reason: Course no longer offered due to AB705.  
*Mona Ellis*
- xii. Course Number and Title: MATH 50B Beginning Algebra Part II  
Short Title: Beginning Algebra Part II

Discipline: Mathematics (MATH)  
 Prerequisite: MATH 50A  
 Grading Basis: Grade/Pass/No Pass  
 Deactivation Reason: Course no longer offered due to AB705.

*Mona Ellis*

- xiii. Course Number and Title: MATH 53 Prealgebra/Beginning Algebra  
 Short Title: Prealgebra/Beginning Algebra  
 Discipline: Mathematics (MATH)  
 Prerequisite: MATH 15, Eligibility determined through the math placement process  
 Grading Basis: Grade/Pass/No Pass  
 Deactivation Reason: Course no longer offered due to AB705.

*Wendy Metzger*

VI. **ACTION - TECHNICAL CORRECTIONS**

**(MSC) Rose, Sprague** to approve MATH requisite technical corrections

**A. Math Requisite Updates in Response to AB 705**

The prerequisites for the following MATH courses need to be changed due to the initiation of AB 705:

Course	Current Prerequisite	New Prerequisite
MATH 54 - Algebra for Statistics	A minimum grade of 'C' in MATH 15, or eligibility determined through the math placement process.	Eligibility determined through the math placement process.
MATH 60 - Intermediate Algebra	A minimum grade of 'C' in either MATH 50, MATH 50B, or MATH 53 or eligibility determined through the math placement process	Eligibility determined through the math placement process.
MATH 75 - STEM Prep Math I	MATH 50, or MATH 53, or MATH 50B, or eligibility determined through the math placement process	Eligibility determined through the math placement process.
MATH 100 - Exploring Mathematics	A minimum grade of 'C' in MATH 56 or MATH 60 or eligibility determined through the math placement process	Eligibility determined through the math placement process.
MATH 120—Elementary Statistics	A minimum grade of 'C' in MATH 54 or MATH 56 or MATH 60 or eligibility determined through the math placement process	A minimum grade of 'C' in MATH 56 or MATH 60 or eligibility determined through the math placement process

VII. **DISCUSSION**

**A. 2019-2020 Curriculum Timeline/Nelson**

**MSC Sprague, Rose** move 2019-2020 Curriculum Timeline to action; **(MSC) Sprague, Mudgett** approve 2019-2020 Curriculum Timeline

**B. Business Administration TMC – Not discussed.**

**C. College Outcomes and GE/Nelson**

The LOC subcommittee created a crosswalk to map college outcomes to GE areas that was shared at a previous curriculum meeting. The goal for creating this crosswalk was to help us better define our philosophy for our General Education pattern. Connecting our College Outcomes (formally referred to as GE/ILO) is the first step. As a reminder, our College Outcomes are 1) Communication, 2) Computation, 3) Creative, Critical, and Analytical Thinking 4) Community Multicultural/Global Consciousness and Responsibility. To begin this process, all courses which meet General Education requirements must be mapped to the college outcomes. Mapping takes place in TracDat where a large number of courses are already mapped to the College Outcomes. A proposal to require all GE courses be mapped to the college outcomes and participate in college assessment was discussed. In order to inform college assessment, GE courses which map to college outcomes will be asked to share assessment data. The process to accomplish this will be as follows:

1. Course SLOs map to college outcomes

2. College outcomes map to a GE area
3. Courses in each GE area will be reviewed to ensure they are mapped to the College Outcome. Courses not mapped will be given a rubric and asked to develop an assessment plan.
4. GE area courses mapped to College Outcomes will participate in the scheduled assessment activities (share data and participate in discussion about outcome)

Discussion continued about assessment and the need for rubrics for GE Outcomes. The Learning Outcomes Subcommittee will review and revise college outcome rubrics now that all college outcomes have been assessed. Once finalized, the rubrics will be available in Canvas and on the LOC website in order to assist faculty with assessment. It is important to remember that these are student assessments and not assessments of faculty performance.

**D. Math Across the Curriculum/Kahn**

Math representatives are working on “Math across the Curriculum” activities for Fall 2019. The initiative looks to support students in math activities in order to help them succeed. Activities are being announced at the Department Chairs and Directors meeting. Supporters are looking at ways to connect this with our new campus theme “Explore the Possibilities.”

**E. Overlap/Nelson**

There was discussion about ways to solve overlap problems. Possible solutions and suggestions included:

1. Ensure better communication between disciplines
2. Better communication between department chairs and deans
3. Information about new courses/programs shared with chairs/directors once per semester/year
4. Box in META where disciplines with overlap are noted and contacted/alerted when course is updated
5. Include discussion of overlap as a part of our new Technical Review Committee
6. Special attention paid to overlap possibilities during first reading

Overlap remains a problem but the biggest solution is communication which is difficult to enforce. There was discussion about there being a place for some overlap in order to serve specific student groups, e.g. ESL computer course vs. Business computer course. Effort should be made to communicate between departments but some of these conversations may happen in Curriculum Committee as a last resort.

**F. Cross-Listed Courses/Nelson**

The workgroup met. The list of cross-listed courses will be emailed to chairs of the respective departments along with minimum qualification requirements. The email would ask departments to consider the cross-listed course the make sure that faculty teaching the courses meet minimum qualifications. It was suggested that the workgroup meet with HR to discuss any ramifications.

**G. AB 705 Progress/Sivert**

Dean Sivert presented information about the progress of AB 705 work at Palomar. She provided background about why AB 705 is needed, the goals that need to be met, what the college has done thus far to implement this plan, and what the college is implementing going forward.

**VIII. INFORMATION**

**A. Woodbury School of Architecture, San Diego Transfer/Articulation MOU**

LT 105 or LT 125 option is included. Reconnecting with this school to revitalize relationship with Architecture department. They would like to offer our students scholarships. Everyone involved is excited.

**B. Course Reviews** - The following courses have completed the course outline review process between April 12, 2019 and April 26, 2019 and are effective Summer 2019

ACS	50	Introduction to Collegiate Athletics
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**C. Course Reviews** - The following courses have completed the course outline review process between April 12, 2019 and April 26, 2019 and are effective Fall 2019

AIS	140	The original Californians
CHEM	115	General Chemistry
CHEM	295	Directed Study in Chemistry

DNCE	115	Ballet I
DNCE	110	Modern Dance I
DNCE	111	Modern Dance II
PHYS	200	Fundamentals of Physics
PHYS	201	Fundamentals of Physics

IX. **REPORTS**

- A. Accreditation/*Kahn* –*There was no report.*
- B. Articulation/*Mudgett*–*There was no further report.*
- C. AB 705/*Sivert*–*There was no further report.*
- D. Credit for Prior Learning Workgroup–*There was no report.*
- E. Learning Outcomes/*Farrell*–*There was no further report.*

X. **FUTURE ITEMS FOR DISCUSSION** - Electronic Requisite Enforcement, Topics/Directed Studies SLOs, Accessibility

XI. **NEXT MEETING** - May 15, 2019, 3:00 pm, Room AA-140  
Meeting adjourned at 5:02 pm