

**Palomar College  
Curriculum Committee Minutes  
November 4, 2020  
Zoom Conferencing**

I. **CALL TO ORDER** Meeting was called to order at 3:09 pm

- Co-Chairs**     Wendy Nelson,  Shayla Sivert  
                   Melissa Bagaglio,  Christine Barlolong,  Fabienne Chauderlot,  Patti Dixon,  Matt Doherty,  Jim Eighmey,  Katy Farrell,  Marlene Forney,  Margie Fritch,  Luis Guerrero,  Maureen Hallett,  Cory Lindsey,  Pearl Ly,  Leigh Marshall,  John McMurria,  Adam Meehan,  Vickie Mellos,  Patricia Menchaca,  Benjamin Mudgett,  Duy Nguyen,  Lillian Payn,  Kevin Powers,  Nichol Roe,  Clare Rolens,  Candace Rose  Leslie Salas  Suzanne Sebring,  Justin Smiley,  Gary Sosa,  Ed Sprague,  Gina Wilson
- Staff**                     Cheryl Kears (Recorder),            **Guests**    Lacey Craft, Dewi Hockett, Karl Seiler, Lilliana Martinez, Gina Wilson, Jacob Shiba,  
                   Richard Loucks

II. **ACTION-MINUTES OF OCTOBER 21, 2020 CURRICULUM COMMITTEE MEETING**

- A. October 21, 2020 Meeting - MSC Fritch, Mudgett**

III. **ANNOUNCEMENTS**

- A.** John and Luis announced the Math Across the Curriculum Holistically (MATCH) presentation of *Stand and Deliver* on Tuesday November 17<sup>th</sup> at 3. The film will be viewed remotely with a discussion to follow. The Palomar Equity Film Series is also presenting a discussion of the film *On the Basis of Sex*. Students may view the film via streaming link at their leisure. The discussion will take place via Zoom on Tuesday November 10 at 5:00 pm.
- B.** Tina Barlolong announced that there are enrollment issues involving certain Math prerequisites. Shayla promised to further investigate the matter.

IV. **ACTION - CURRICULUM COURSES AND PROGRAMS**

**Approve Curriculum Proposals Effective Fall 2020 or Fall 2021 (as indicated), pending other appropriate approvals:**

- A. New Credit Courses – effective fall 2021 - MSC Fritch, Dixon**
  - 1) ID 250
- B. New Noncredit Courses effective fall 2021 – MSC Powers, Payn**
  - 1) N GEOG 901
- C. Credit Course Changes effective fall 2021 – MSC Sprague, Menchaca (amended to include items 1 and 2 only)**
  - 1) CSIT 128
  - 2) ID 100
- D. Requisites effective fall 2021 MSC Menchaca, Sprague**
  - 1) ID 250
  - 2) CSIT 128
- E. Distance Education effective fall 2021 MSC Chauderlot, Sprague**
  - 1) ID 250
  - 2) N GEOG 901
  - 3) CSIT 128
  - 4) ID 100
- F. Technical Corrections – Removing ENTT cross-listing effective fall 2021 MSC Dixon, Smiley**
  - 1) FASH/TA/ENTT 106A
  - 2) TA/ENTT 107
  - 3) TA/ENTT 108
  - 4) DBA/ENTT 120
  - 5) DBA/ENTT 130

6) DBA/ENTT 298C

**G. Distance Education and Reviews fall 2020 MSC Powers, Mudgett**

1) ACS 101	17) BIOL 120	33) FASH 148
2) ACS 125	18) CHEM 221	34) FASH 155
3) ACS 130	19) DMT 100	35) FIRE 51
4) ACS 145	20) DMT 105	36) KINE 125A
5) ACS 180	21) DMT 110	37) KINE 128C
6) AJ 100	22) DMT 120	38) KINE 140A
7) AJ 101	23) DMT 125	39) KINE 176
8) AJ 104	24) DMT 135	40) KINE 190
9) AJ 210	25) DMT 197	41) KINE 205B
10) ASTR 210	26) DMT 200	42) PHIL 122
11) AT 100	27) DMT 201	43) SPCH 170
12) AT 120	28) DNCE 146	44) WELD 100
13) AT 130	29) DNCE 210	45) WELD 10
14) AT 165	30) ENGR 235	46) WELD 115
15) AT 210	31) ES 115	47) WELD 120
16) BIOL 101L	32) FASH 110	

**H. Technical Correction CHDV 205A Fall 2020 – MSC Dixon, Marshall**

1) CHDV 205A

**V. DISCUSSION**

- A. New Credit Course – WTE 102** – Jacob Shiba has been working with Ben to update the Water Technology courses to meet transferability. In the past, WTE courses were renumbered under 100. Other changes will be coming through as a part of the reshaping of the program. There has not been a FT faculty overseeing the program but students are now needing Bachelor's degrees in order to progress in their water careers. Therefore, Palomar's WTE courses need to have transfer status. The concern with this particular course is that it is a three-unit overview. There was a question as to whether there was enough information to justify the number of hours as well as the requiring of this course. Jacob explained that water technology programs at other colleges require a foundational introductory course similar to this. The foundational principles give students what they need to move forward into other areas of the program. Although this will be an additional requirement for the program, it has long been necessary. Currently, the entry-level course is a calculations course but students are often not prepared. This foundational course would give them the preparation they need to be ready to move forward. Jacob will take the size of the program (number of units required) to the advisory board in the spring. There is consideration to remove one of the required courses and add it as an elective choice to prevent unit creep.
- B. Ethnic Studies** – Wendy reported on progress with the courses to be approved for this area. The area has yet to be added to META but the courses may still be proposed in order to make necessary changes. Faculty are updating the courses to reflect outcome requirements and other changes. Wendy discussed assessment of college-level GE outcomes through the assessment of these courses.
- C. Cultural Audit Pilot** – This is a curriculum committee goal for the 2020-2021 year. Wendy shared a presentation given at this past summer's Curriculum Institute. Long Beach City College has been doing this for about a year and a half and could be a good model to assist us with launching a pilot. We may be able to ask Long Beach faculty to join one of our meetings to discuss their experience. Long Beach looked at their college data and discovered that they were struggling with success and completion numbers in certain student groups. The cultural audit work they did has resulted in increased student success and completions. Wendy presented their process and elements of courses viewed through an equity lens. In addition to elements of the COR, they also looked at the classroom experience and how to equitize in that area. Syllabi, transparency and materials were also considered. They also have an area in Canvas as well as an online presence. Wendy also presented a page from the ASCCC website about course planning which includes areas of cultural competence to consider. There was much interest. Ben presented a course which Long Beach took through this audit.

He highlighted the specific changes made to the course and the goals they hoped each change would accomplish. Many agreed that this is a good idea and should be explored.

VI. **INFORMATION**

- A. **Update on DE Addendum Approvals** – Wendy will share courses which still need DE approval with faculty and Chairs/Directors. Most courses have been completed. There are a few that were sent back for changes but Wendy will be communicating with deans in order to complete these. Courses need to complete the DE deadline by November 20.
- B. **Report from CSU-CCC Pathways Meeting** – Community colleges and CSUs are working together on their pathways/mapper projects. Palomar met with CSU San Marcos. The plan is to ensure communication between community colleges and transfer institutions so that it is clear to students what they need to move forward. The maps are important and communication is what informs them. Palomar worked with CalState San Marcos and chose 10 common degree areas. Palomar was fully represented at the meeting by all requested academic areas even though CalState San Marcos was not. Palomar seems to be significantly ahead of many colleges including CSU San Marcos who doesn't yet have their tool. Disciplines were put into breakout rooms to view each other's' maps. Some of the disciplines involved included Psychology, Biology, Sociology, Computer Science, Math, Counseling and Advising and Child Development. These conversations are helpful with resolving gaps between institutions and programs.

VII. **REPORTS**

- A. **Accreditation/Meehan** – The deadline for writing teams to complete their work has passed. Leadership will be looking at these drafts and generating feedback over winter break. New to us is the Quality Focus Essay. We will begin soliciting ideas for this area.
- B. **Articulation/Mudgett** – Ben confirmed that the language presented in the Cultural Audit example was old and was revised as a result of the process. As a part of his report, he reminded the committee of articulation's importance and fragility. As an example, he pointed to a recent removal of course articulation by UC Davis from all California community colleges after it was determined that the course was not adequately preparing students. Articulated courses are to be taught at the same level as the transfer institution. Our (articulation) partnerships with four-year universities is invaluable for students. Ben is asking faculty to address any recommendations in order to retain articulations.
- C. **Credit for Prior Learning/Rose & Mudgett** – This work continues to move forward. Candace is working with student services to establish a way to assess and track this information for students.
- D. **Learning Outcomes/Nelson** – The subcommittee has been having problems pulling data from Tracdat. They are working on correcting this.
- E. **Noncredit/Sebring** – Working on a course accounting methodology for noncredit. Also working with the region to develop more manufacturing courses. Suzanne reported that teaching with the Vista Detention Facility (VDF) is getting better and faculty have been able to utilize Teams in order to facilitate distance learning until we go back to face-to-face. They are hoping to provide higher-level computers and equipment for the students. There is continued interest in expansion with Palomar and leveraging other partnerships
- F. **Strong Workforce, Student Success and Retention/Fritch** – Margie extended kudos to Suzanne and the importance of the work she has facilitated with the incarcerated and formerly incarcerated. These opportunities assist them prior to and after release. Palomar is the only program which has been able to continue training with VDF during the pandemic.

VIII. **FUTURE ITEMS FOR DISCUSSION**

IX. **NEXT MEETING** –

Next Regular Meeting, Wednesday, November 18, 2020 at 3:00 pm, Zoom Conferencing

X. **ADJOURNMENT** – Meeting adjourned at 4:45 pm