

Palomar College
Curriculum Committee Minutes
April 7, 2021 - Zoom Conferencing

I. **CALL TO ORDER** – 3:04 pm

Co-Chairs Wendy Nelson, Shayla Sivert

Melissa Bagaglio, Christine Barlolong, Mark Bealo, Fabienne Chauderlot, Patti Dixon,

Members Present Matt Doherty, Jim Eighmey, Marlene Forney, Luis Guerrero, Maureen Hallett, Natalie Lopez, Pearl Ly, Leigh Marshall, John McMurria, Adam Meehan, Vickie Mellos,

Roll-Call 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, Aundrea Tavakkoly, Gina Wilson

Staff Cheryl Kearse (Recorder), **Guests** Bethany Contreras

Richard Loucks

II. **ACTION - MINUTES Of March 17, 2021 Curriculum Committee - MSC Dixon, Marshall**

III. **ANNOUNCEMENTS**

- A. Email sent to department Chairs who are affected by the mapping of ADTs with CalState San Marcos. There were only supposed to be 10 maps for starters but there ended up being 17. The upcoming meeting is to confirm the accuracy of the first and second years. There are a few additional issues to iron out and conversations to be had.

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

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

- A. **New Credit Programs effective fall 2021** MSC Payn, M. Forney

1. Drone Operator I

- B. **Distance Education and Course Reviews effective fall 2021** MSC Mudgett, Barlolong

1. DBA 230

4. N MEDC 901

2. EME 206L

5. NUTR 100

3. EME 208L

6. NUTR 120

V. **DISCUSSION**

- A. **Reviews** – Planning to send an email to all faculty to encourage course reviews. As planning began, it was realized that not only should reviews be taking place but curriculum planning for the upcoming year should also be taking place. Wendy presented an outline of how to do curriculum reviews and look at curriculum planning in anticipation of the upcoming year. Course reviews are especially necessary for courses which haven't been reviewed in three or four years. Wendy presented this as a training opportunity for the Curriculum Committee so that they are informed and can answer questions within their divisions. She outlined the processes necessary for curriculum including IPC and regional approval for Career, Technical courses. Some of these steps are new and faculty need to be informed. Wendy also provided an overview of reviewing a course. She talked about the updates which were made in META in order to more accurately inform faculty of the information needed. She also discussed the difference between reviews and changes. The committee looked at the pages and fields of a review proposal and feedback was given for improvements to the language in META. There was also a discussion of timelines for CTE programs.

- B. **Curriculum Questions for PRP**

Wendy is bringing this back for a final discussion and feedback. Many of the items presented will be a part of a comprehensive PRP. Wendy went through all of the questions and asked for any feedback. Assessing diversity in the curriculum and ideas for ways to assess were discussed. A guide may need to be developed in order to more clearly define what this means as well as what makes it different from the current multicultural requirements. Wendy will add it to the agenda of Friday's Curriculum Cultural Audit workgroup. There was a discussion about deactivating courses which may be low enrolled but still have value to students. Faculty may respond that courses have not been offered due to low enrollment. As such, they may not have received an opportunity to offer such courses. Wendy acknowledged that a discussion regarding these circumstances needs to happen but we need to ensure that clear pathways are available for students. There was also a discussion about who is

included in the PRP process and whether all faculty have an opportunity to participate. This may need to be a conversation at the Faculty Senate since curriculum is a part of the 10+1+1.

C. Curriculum on Department Websites

Wendy asked for further feedback about this subject. She reported that she took a look at websites of other colleges. She also looked at a few internal websites. She displayed Palomar's Architecture website as a good example highlighting a few of the elements. Wendy asked the committee about taking this to Faculty Senate as an example of a best practice.

VI. REPORTS

- A. Accreditation/Smiley** – The Accreditation Writing Leadership team is going through all of the standard. We need to ensure that all of our information is up-to-date and accurate.
- B. Articulation/Mudgett** – Assembly Bill 1111 is being discussed. It would provide a common course numbering system. We need to keep an eye out for this as it would have a big impact on our curriculum. Ben will be getting word on out Ethnic Studies approvals any day now and will report. Business 2.0 is officially aligned with CalState San Marcos for all Business concentrations.
- C. Credit for Prior Learning (CPL)/Rose & Mudgett** – The new electronic petition form is live and posted on the CPL website. Next steps will be for Tina Barlolong to work with the 13 students waiting to be enrolled in CPL. In the coming weeks, Candace will be providing further information about how to participate in CPL to students and faculty. Contact Tina Barlolong or Candace for more information. Current CPL courses are listed on the CPL website. If your area does Credit by Exam, you should be taking part in CPL.
- D. Learning Outcomes/Tavakkoly** – Cross-listed courses are impacting our SLO data. Noncredit courses are also listed strangely in Nuventive. Sometimes there is a noncredit discipline and sometimes courses are listed in the general credit discipline. There is also an issue with 97 and 197 courses. Wendy clarified that these courses may be removed. There is no requirement for SLOs since they change from semester-to-semester. A master list of SLO action items has been sent out and the Learning Outcomes Subcommittee will be meeting with departments to complete these items.
- E. Noncredit/Sebring** – *There was no report.*
- F. Strong Workforce/Roe** – Nichol reported two events taking place for Strong Workforce. The Strong Workforce Faculty Institutes will take place in April, May and June. Twenty-one faculty will be allowed for each event. Faculty may attend both but each event would require approximately nineteen hours. It may be too extensive to attend both. Interested faculty should email Nichol Roe by April 12. If more than 21 faculty respond, CTE faculty will be prioritized due to the funding of the event. After that, Nichol will accept non-CTE faculty for participation on a first-come, first-served basis. The events are also relevant to Counselors and they are encouraged to attend.

VII. FUTURE ITEMS FOR DISCUSSION – Mapper Subcommittee, Curriculum Handbook, Courses not Offered, Combining of Class Sections.

VIII. NEXT MEETING – Next Regular Meeting, Wednesday, April 21, 2021 at 3:00 pm, Zoom Conferencing

IX. ADJOURNMENT – Meeting adjourned at 4:52 pm