Palomar College
Curriculum Committee Minutes
December 16, 2020
Zoom Conferencing

I. <u>**CALL_TO_ORDER**</u> – 3:03pm

Co-Chairs	☒ Wendy Nelson, ☒ Shayla Sivert
Members Present Roll-Call	☒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 Kearse (Recorder), ☒ Richard Loucks **ASG** **Guests** Ronald Burgher, Diana Ortiz

II. <u>**ACTION-MINUTES OF DECEMBER 2, 2020 CURRICULUM COMMITTEE MEETING**</u>
   A. December 2, 2020 Meeting – MSC Dixon, Rose – Minor edits noted. (Abstentions: Mellos)

III. <u>**ANNOUNCEMENTS**</u>
   A. There were none.

IV. <u>**ACTION - CURRICULUM COURSES AND PROGRAMS**</u>
   Approve Curriculum Proposals Effective Fall 2020 or Fall 2021 (as indicated), pending other appropriate approvals:

   A. **New Credit Courses – effective fall 2021 – MSC Dixon, Marshall**

1) AIS 100	6) AS 102
2) AIS 101	7) CS 100
3) AIS 102	8) CS 101
4) AIS 125	9) CS 102
5) AS 101	10) CS 140

   B. **New Credit Programs effective fall 2021 – MSC Rose, Barlolong**
   1) Cinema Studies

   C. **Credit Program Changes effective fall 2021 – MSC Dixon, Farrell**

1) American Indian Studies	7) Information Technology
2) Cinema Studies	8) Interior Design AS
3) CIS: Data Analytics	9) Interior Design CA
4) Fire Technology – Emergency Management	10) Italian
5) Fire Technology – General	11) Journalism
6) German	12) Web Design and Development

   D. **Distance Education effective fall 2021 - MSC Farrell, M. Forney**

1) AIS 100	6) AS 102
2) AIS 101	7) CS 100
3) AIS 102	8) CS 101
4) AIS 125	9) CS 102
5) AS 101	10) CS 140

   E. **Distance Education and Course Reviews effective fall 2020 - MSC Smiley, Farrell**

1) ACR	102	7) AODS	250
2) ACR	103	8) AODS	260
3) ACR	105	9) AODS	298
4) ACR	110	10) AODS	299
5) ANTH	126	11) AODS	299L
6) AODS	160	12) ARTD	100

13)	ARTD	220	27) KINE	128B
14)	ARTI	100	28) KINE	128C
15)	ARTI	210	29) KINE	128D
16)	CFT	295	30) KINE	135A
17)	CHEM	110	31) KINE	135B
18)	CHEM	205	32) KINE	135C
19)	CSNT	180	33) KINE	150A
20)	DBA	275	34) KINE	150B
21)	ENGR	100	35) KINE	150C
22)	ENGR	236	36) MACH	228
23)	ENGR	245	37) PHOT	171
24)	HE	100L	38) PHOT	220
25)	KINE	105	39) WELD	150
26)	KINE	128A	40) WWT	97

F. Distance Education and Course Reviews effective spring 2021 - MSC Rose, Marshall

1) ACS 55
2) ACS 135
3) ACS 140
4) ACS 150
5) ACS 155
6) ACS 165

G. Technical Corrections effective fall 2020 - MSC Mellos, Dixon

1) N ESL 904
2) N ESL 982
3) N ESL 983
4) N ESL 984

V. **ACTION** – **Approve Spring 2021 Timeline - MSC M. Forney, Eighmey**

VI. **DISCUSSION**

A. **Cultural Audit**

The Cultural Audit was discussed at a previous meeting. The workgroup has thus far met twice. This meets curriculum goal 13 which includes creating a pilot cultural audit process for all curriculum. This meets the Faculty Senate resolution to incorporate equity, diversity and inclusion into CORs. Workgroup includes Wendy Nelson, Patricia Menchaca, Vickie Mellos, Patti Dixon, Luis Guerrero, John McMurria and Hossna Sadat Ahadi. Initial meetings discussed planning (what, who, potential funding). They will meet in January to continue planning. The group is looking to develop a checklist for use during course reviews to assist faculty with incorporating content. The group will be putting together a plan to pilot this work in the spring including planning workshops and a summer institute. Work should start with the COR and then move to the syllabus (Luis Guerrero and Hossna Sadat's *Decolonizing the Syllabus*). The new ethnic studies courses approved today are good examples. Every section of a COR may not be able to be changed in all areas but faculty are encouraged to make changes as they can. A diverse representation of faculty from different divisions and departments is desired to be a part of this process. Spread the word. Contact Wendy to be a part of this project. Ben noted that this is not an effort to fix, but to begin to dismantle systems which make it difficult for our students to navigate.

VII. **INFORMATION**

A. **BP/AP 4025 GE Policy**

Curriculum's General Education workgroup has been working on this for the past few months. Wendy presented the final updated version. The group found that our BP was written more like an AP. Final version of BP will go to Policies and Procedures twice and Faculty Senate will see it in February. Comments were collected along the way and it was revised accordingly throughout the process. If there are additional comments, let Shayla know.

The final version of the BP is very different than the previous version. It doesn't just cover GE, it also includes a discussion about associate degree requirements. Katy took outcomes from the college's past outcome assessments. She compiled all definitions and rubrics from faculty work and inserted that language into this document. The workgroup sought to make the language as clear as possible for students or anyone who might be reading. It includes the requirements for the Associate's degree

including the GE requirement areas. The last section clarifies how students may take a course which could work for multiple areas. Shayla asked for feedback particularly for the blue area which was added by Evaluations. The committee had extensive discussion about this language particularly double-counting and how to define it. The workgroup asked Tina Barlolong to take a look at editing the language to include the way she explains it to students. The policy will move forward but Policies and Procedures will be notified that we are still working on the double counting portion. It will come back to Curriculum Committee in February.

B. **USC's Meaningfully Integrated Race Across the Curriculum**
The USC Equity Center is developing an online repository or resources rubrics, readings, and case studies which may be connected to our college's resources. Cheryl and Wendy discussed the activity which was a part of the presentation. The group Cheryl was in was made up of faculty from Career Technical disciplines. They developed a course to assist students with resume development. The discussion took into consideration the "non-traditional" work skills students possess. They often don't realize they are legitimate work skills.

C. **Cross-Listed Courses**
Wendy and Cheryl met and developed a process for cross-listed courses. Wendy will be developing a video. The checklist takes faculty through the steps to uncross-list or to add minimum qualifications if keeping the cross-listing.

D. **DE Addendum**
We are in good shape for spring. We approved 703 courses for DE between September and December 2020. Courses which still need DE are ART 182, ARTI 220, ARTD 210, EME 295, ARTD 200, AODS, 298L, PSYC 298L and SOC 298L. It is possible that the EME course does not need to be DE approved. We will continue working with those which still need approval.

VIII. **REPORTS**
A. **Accreditation/Smiley** – There was no report.
B. **Articulation/Mudgett –** C-ID is still looking for course reviewers in certain disciplines. Ben has shared these requests for participants with departments. Faculty are encouraged to participate in this process in order to improve ADTs and C-ID courses. These degrees are popular with a large number of students with the system awarding over 60,000 of them last year. A report by UC Davis explores the significant impact these degrees have with lowering equity gaps and increasing student achievement.
C. **Credit for Prior Learning/Rose & Mudgett** – There was no report.
D. **Learning Outcomes/Farrell –** Hopefully faculty are taking part in the college outcome assessment in Canvas. Work has been continuing with SLO Facilitators to ensure that the college is up-to-date on course and program assessments. That work will be reported on at the first curriculum meeting of the spring semester. Today is Katy's last meeting as co-coordinator. The new co-coordinator appointed by the Faculty Senate is Aundrea Tavakkoly.
E. **Noncredit/Sebring –** There will be a noncredit plenary session in the spring. All of the (numerous) recent changes will be presented. Anyone wanting to propose noncredit curriculum is encouraged to attend.
F. **Strong Workforce, Student Success and Retention/Fritch –** Strong Workforce Institute for Counselors is delayed until spring. Shayla and the committee wished Margie well in her retirement.

IX. **FUTURE ITEMS FOR DISCUSSION**

X. **NEXT MEETING** –
Next Regular Meeting, Wednesday, February 3, 2020 at 3:00 pm, Zoom Conferencing

XI. **ADJOURNMENT** – Meeting adjourned at 4:30 pm