Palomar College
Curriculum Committee Minutes
February 17, 2021
Zoom Conferencing

I. **CALL_TO_ORDER** – 3:07 pm

Co-Chairs	☒ Wendy Nelson, ☒ Shayla Sivert
Members Present Roll-Call	☒Melissa Bagaglio, ☒Christine Barlolong, ☐ Mark Bealo, ☒ Fabienne Chauderlot, ☒Patti Dixon, ☐Matt Doherty, ☒Jim Eighmey, ☒Marlene Forney, ☒Luis Guerrero, ☐ Maureen Hallett, ☒ 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, ☒ Aundrea Tavakkoly, ☒ Gina Wilson
Staff	☒ Cheryl Kearse (Recorder), ☒ Richard Loucks **ASG** **Guests** Laurel Anderson, Mary Cassoni, Lilliana Martinez

II. **ACTION-MINUTES Of February 3, 2021 CURRICULUM COMMITTEE MEETING**
   A. Approve minutes of the February 3, 2021 Meeting – MSC Dixon, Menchaca (Abstention: Ly)

III. **ANNOUNCEMENTS**
   A. Cheryl announced Black History Month Events scheduled throughout the month of February.

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

   A. **Credit Course Changes effective fall 2021 –** MSC Marshall, Sosa

1.	DT	110	11.	ENG	230
2.	DT	114	12.	ENG	245
3.	DT	117	13.	ENG	250
4.	DT	227	14.	ENG	255
5.	ENG	205	15.	ENG	260
6.	ENG	210	16.	ENG	270
7.	ENG	211	17.	ENG	280
8.	ENG	220	18.	ENG	290
9.	ENG	225	19.	SPAN	211
10.	ENG	226	20.	TA	192D

   B. **Noncredit Course Changes effective fall 2021 –** MSC Barlolong, Rose
   1. N CTZN 900
   2. N ESL 912
   3. N ESL 923
   4. N ESL 961
   5. N ESL 962
   6. N ESL 963
   7. N ESL 964

   C. **New Credit Programs fall 2021 –** MSC Payn, Dixon
   1. Web Designer I

   D. **Credit Program Changes effective fall 2021 pending appropriate approvals –** MSC Rose, Marshall
   There was discussion about the program approval process for changes and new.
   1. Child Development Master Teacher: Early Inclusion
   2. Dance: Emphasis in Euro-Western Dance
   3. Dance: Emphasis in General Dance
   4. Dance: Emphasis in World Dance

    E. **Requisites effective fall 2021** MSC Marshall, Chauderlot

1.	DT	110		10.	ENG	245
2.	DT	227		11.	ENG	250
3.	ENG	205		12.	ENG	255
4.	ENG	210		13.	ENG	260
5.	ENG	211		14.	ENG	270
6.	ENG	220		15.	ENG	280
7.	ENG	225		16.	ENG	290
8.	ENG	226		17.	SPAN	211
9.	ENG	230		18.	TA	192D

    F. **Distance Education effective fall 2021** MSC Rose, Dixon

1.	DT	110		12.	ENG	250
2.	DT	114		13.	ENG	255
3.	DT	117		14.	ENG	270
4.	DT	227		15.	SPAN	211
5.	ENG	205		16.	N CTZN	900
6.	ENG	210		17.	N ESL	912
7.	ENG	211		18.	N ESL	923
8.	ENG	220		19.	N ESL	961
9.	ENG	225		20.	N ESL	962
10.	ENG	226		21.	N ESL	963
11.	ENG	230		22.	N ESL	964

    G. **Course Reviews and Distance Education effective fall 2021 MSC Dixon, Barlolong**

1.	AS	120
2.	CS	155

V. DISCUSSION

A. Courses Needing Reviews/Nelson A little over 1000 courses needing reviews. Not asking departments to proceed with reviews yet. Looking to provide directions to streamline the process. As soon as those are finalized, we will send out the list along with resources to help meet this goal. This is also an opportunity to assess cross-listing needs and add minimum qualifications. Also a chance to look at SLOs, distance education and other course attributes. Wendy asked for feedback about roadblocks in META. The review process will also be a chance to assess courses utilizing a cultural audit. The discussion clarified what constitutes a review.

B. Questions for PRP/Nelson
Discussion about the curriculum questions on the PRP. Wendy was looking for input on the rewriting of the questions. She read and discussed each one, voiced concerns and received feedback from the committee. Some questions were a part of the comprehensive and some a part of the annual PRP. There was discussion about including curriculum planning in the PRP process or earlier before proposing changes in META. There was a suggestion to potentially include more equity-related questions and data. A copy of the comprehensive PRP was viewed in order to look at success and retention questions. These questions take us back to the need for the cultural audit. Proposed question/topic: "Is there an antiracist, decolonized, cultural competency teaching frameworks informing your curriculum planning?"– courses, programs? Also incorporate CCCO Framework for Equity, Diversity and Inclusion recommendations. The idea is to plan instead of being reactionary. Wendy is asking members to bring back more recommendations. There was discussion about work-based and service learning.

C. Mapper Subcommittee/Nelson
Looking at how to institutionalize the mapper. Maps are available for students and community to view programs offered at Palomar College. Discussion was about who should maintain the work of the mapper. Perhaps a group to make these decision and perform the work. Wendy started this conversation in order to potentially create a subgroup since many of the changes are curriculum related. Work includes added/deleting programs and updating impacts to programs. Work should potentially be done in the spring to reflect curriculum updates. Perhaps the group would meet once per month or only as needed. Potentially made up of System Analysts (Instruction Rep), 2 Counselors, 2 Curriculum members, Curriculum Co-Chair, Counseling Chair. The mapper could be a great motivator for students and increase completers.

There are a number of initiatives looking to meet this goal and integrating these resources into other campus systems. Wendy also demonstrated how CalState San Marcos pathways will appear.

D. Courses Not Offered/Course Deactivations eff. Fall 2022 – *This item was not discussed.*

E. New Program/CTEE Approval Process/Nelson
Wendy presented the process and asked for feedback. She outlined the entire process including IPC and the Regional Deans. It will go to IPC Subcommittee for input

VI. **REPORTS**

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

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

C. Credit for Prior Learning (CPL)/Rose & Mudgett – *Written report below*
These are the objectives on the CPL Scope of Work that have been completed by the CPL Coordinator, Candace Rose, since last fall, 2020.
Objective 1: Integrate CPL into Palomar campus culture
CPL campus events/meetings
- Fall and spring plenary CPL workshops
- Fall CPL updates - workshop with current CPL faculty
- Informational presentations to counselors
- Ongoing weekly meetings with the CPL Counselor, Tina Barlolong
- Meetings as needed with AO

Faculty engagement
- Ongoing work with faculty to identify CPL eligible courses

CPL Processes
Working with colleagues in IS, student services, instruction, admissions, records and evaluations, cashier's office
- Transcript
  - CPL is now transcribed and meets title 5 requirements
- Student Survey
  - Developed six questions about CPL as part of our current AB705 intake survey to identify potential CPL students and inform them of this opportunity
- Petition Form
  - GT form - working with BSA developer
  - Form is currently in the testing phase set to roll out in March
- CPL Database
  - 99 CPL eligible courses currently coded and identified with type of assessment
  - This database feeds directly into our GT form
- ACE IDs for evaluations TES system
- CPL and META (Curriculum database)
  - CPL is part of the review process in META
  - Moving forward, reports in META can be run to identify CPL courses

Informing students
- CPL Website updates working closely with ATRC
- CPL point of contact for students to guide them through the petition process

Objective 2: Continue to institutionalize CPL at Palomar College.
Continue to integrate CPL into shared governance
- Serve on the Curriculum Committee and report out CPL
- Serve on Faculty Senate and report out on CPL
- Report out to GP

Objective 3: Continue to ensure that Palomar College incorporates superior practices in CPL and share with regional and state partners.
Collaborate with CCCCO, ASCCC and CCCs
- Currently serve on the CCCCO CPL Workgroup
- Conducted several CPL Interviews
- Regional, state and national workshops

- ○ Presenting in and/or coordinating approx. 20 events from Fall semester through March 2021 (not including the Palomar workshops listed above)
- Individual meetings and email correspondences with approximately 30 colleges/organizations throughout the state and nation to answer questions about our CPL processes and implementation

Military partners to establish CPL opportunities

- CPL partnership with the MC Communications and Electronics School
- Future partnership with CPPEN Training for Intel Data Engineers

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

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

    F. Strong Workforce, Student Success and Retention/Roe *– There was no report*

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

VIII.   **NEXT MEETING** – Next Regular Meeting, Wednesday, March 2, 2021 at 3:00 pm, Zoom Conferencing

IX.   **ADJOURNMENT** – Meeting adjourned at 4:58 pm