

**Palomar College**  
**Curriculum Committee Minutes**  
**March 17, 2021**  
**Zoom Conferencing**

**I. CALL TO ORDER – 3:03 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 Kears (Recorder), **Guests** Mary Cassoni, Craig Chamberlain, Rick Herren,

Richard Loucks Liliana Martinez, Polly Shafer, Bethany Contreras

**II. ACTION - MINUTES Of March 3, 2021 Curriculum Committee - MSC Payn, Marshall (Abstentions: Bagaglio, Dixon)**

**III. ANNOUNCEMENTS**

**A.** Wrinkle in Time opens this weekend. Get tickets at Palomar Performs.

**B.** Women’s Studies events will be held 3/22, 3/23 and 3/24

**C.** Moment of Silence for victims of Atlanta Murders

**IV. Agenda Changes – MSC, Dixon, Rose to add short discussion on the IPC Program Approval process**

**V. 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, Dixon**

1. Graphic Designer I

2. Multimedia Production I

3. Screen Printer I

**B. Credit Program Changes effective Fall 2021 MSC Mudgett, Sosa**

1. Geographic Information Systems

**C. Credit Course Deactivations effective fall 2021 MSC Dixon, Rose**

1. CSWB 135

2. LS 170

3. LS 261

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

1. ART 136

5. DNCE 115

2. AS 120

6. DNCE 279

3. CHEM 115L

7. EME 295

4. DMT 115

8. N KINE 906

**VI. DISCUSSION**

**A. Intermediate Algebra Prerequisite**

Students are having difficulty registering into courses requiring Intermediate Algebra when they have taken a higher Math. This is creating a number of roadblocks for students preventing registration.

Students having completed the math requisite outside of Palomar are given priority because they have cleared the prerequisite process by way of their transfer evaluation. Students who are current Palomar students are disproportionately impacted from registering for courses. Our system is set up with very stringent requirements with no workaround outside of programmed requisites. The system is not coded for “traceable” requisites. Traceable requisites are able to be tracked backward to the specific required requisite. The Math Department is looking at potential ways to rewrite the prerequisite to accommodate students. The committee discussed options which included adding each

requisite to the Course Outline of Record (COR) or course groups. It is unclear whether each requisite will still need to be added to the COR or if the Palomar system may accommodate traceable requisites. Faculty input is needed to find a solution since this is an issue that can also impact other disciplines. Shayla proposed the composition of a workgroup to discuss this issue and look for a solution.

**B. Finalize Mapper Subcommittee**

Our governance structure still needs to be updated. The membership of the proposed Mapper Subcommittee would comprise the Systems Analyst or an Instructional Services Representative, two Counselors, two Curriculum members or at-large faculty and the Curriculum Co-Chair. The question was discussed whether this should be a curriculum ad-hoc committee for the first year and then a subcommittee going forward. This would allow the work to be started and the evaluation of whether a subcommittee, and its roles, are actually needed. The Curriculum Committee agreed on the composition of the group and that it should begin as an ad-hoc committee. Interested members include Tina, Karan Huskey and Candace so far. Other interested parties should contact Wendy.

**C. Information about Curriculum on Department Websites**

This issue was discussed at Faculty Senate. As a whole, people do want to maintain curriculum on department websites. They are unsure of the accuracy of the mapper and are concerned that it does not address course scheduling. There was also concern about the accuracy of the catalog. Wendy suggested that the Curriculum Committee provide some guidelines. She presented examples, the first being Mira Costa. Ben suggested that we look to the initial twenty colleges chosen to be a part of the mapper project since they have done most of this work already. The information that is presented should assist students with defining their paths as they craft their college experience. Federal agencies (veterans, financial aid and others) currently rely on the catalog. As a college, we need to rely on one central location and ensure its accuracy. Adam brought up concerns that generalized websites don't often communicate the "personality" or autonomy of a particular department. He suggested looking at resources for institutionalizing sites across the college to provide a basis of required information. The committee looking at our college website is currently discussing changes. Our "official" systems, e.g. catalog and mapper, are hosted outside of Palomar. Google and web searches often find department websites instead of our official resources due to this outside hosting. Perhaps something can be done to correct this moving forward. Wendy asked if there was anyone that disagreed that every website should include a link to the catalog. Many agreed. She also displayed an example from Foothill which shows actual courses from the class schedule on websites according to department. Many liked this model.

**D. IPC Program Review Process**

Wendy asked for an update on the status of the new program review process. The subcommittee approved the process with a few edits (not to content) and now it will go to the main IPC body for information (finalized). As to programs, once the subcommittee approves, the program will go to the main IPC body, also for information (this is the date of the official IPC approval). Nichol requested that CTE programs request Labor Market Information (LMI) data at this stage so that there is sufficient time to request needed briefs. Ben asked for an exception for transfer degrees since they are state mandated. It was agreed that we should work toward institutionalizing our new process before looking at exceptions. As people get used to the new process, perhaps we can re-evaluate.

VII. **REPORTS**

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

**B. Articulation/Mudgett** - Southern CA intersegmental Articulation Council meeting took place March 9, 2021. There is a Spot Bill being discussed, AB 938. It involves an Intersegmental Implementation Committee to coordinate the systems. There is also discussion around consolidating the CSU GE and IGETC into one pattern. These are great ideas but the assembly person is interested in automating the pathway of all community college students to an ADT. This is not a popular choice. Title 5 also went through second read for colleges to implement CLEP and Baccalaureate similar to the Advanced Placement process. Ben will be reaching out in the fall to confirm department course equivalency requirements for GE. There is also lots of discussion about Ethnic Studies around timeline and catalog

rights. The UC Senate is being consulted. The CSU has said that CPL will be accepted as long as community colleges transcribe the course. There is also lots of discussion around the Business Transfer Degree 2.0 and implementing it for fall 2022.

**C. Credit for Prior Learning (CPL)/Rose & Mudgett** – Did a CPL “Lunch and Learn.” There were about 100 attendees for each of 4 workshops. All workshops were recorded and are on the CPL website under recourses. Very close to finalizing CPL form for the college. Finishing up the testing process in the coming weeks and then rolling out to the campus. Working to develop more CPL courses (currently more than 100 courses which are listed on the CPL website). If faculty want to offer a course CPL and it does not appear on the CPL website, please contact Candace so that the course may be verified as CPL since there are a number of other systems this information is also being housed.

**D. Learning Outcomes/Tavakkoly**

Cross-listed courses are showing as not being assessed in the cross-listed department. The Learning Outcomes Subcommittee recommendation is to rename courses to include the cross-listings and remove the “duplicates” (e.g. DT/ENGR/WELD 100). This should clear up our reporting data. Cross-listed courses still need to be addressed as all of the cross-listed disciplines should be teaching and assessing courses. There was also a recommendation to create a unit specifically for topics courses (97s, 197s) since these can all be different.

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

**F. Strong Workforce/Roe** – *There was no report*

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

IX. **NEXT MEETING** – Next Regular Meeting, Wednesday, April 7, 2021 at 3:00 pm, Zoom Conferencing

X. **ADJOURNMENT** – Meeting adjourned at 5:03 pm