

**Palomar College
Curriculum Committee Minutes
September 15, 2021 - Zoom Conferencing**

A. **CALL TO ORDER** – 3:02 pm

Co-Chairs Wendy Nelson, Jack Kahn

Melissa Bagaglio, Melissa Balcombe, Christine Barlolong, Mark Bealo, Fabienne

Members Present Chauderlot, Sarah DeSimone, Patti Dixon, Matt Doherty, Jim Eighmey, Luis

Roll-Call Guerrero, Dewi Hokett, Natalie Lopez, Leigh Marshall, Liliana Martinez, John

McMurria, Adam Meehan, Vickie Mellos, Patricia Menchaca, Benjamin Mudgett, Michael Mumford, Duy Nguyen, Lillian Payn, Kevin Powers, Nichol Roe, Clare Rolens,

Candace Rose Leslie Salas Suzanne Sebring, Justin Smiley, Gary Sosa, Diane

Studinka, Aundrea Tavakkoly, Gina Wilson; Susan Wyche; Benhui Zou

Staff Cheryl Kearse (Recorder), Richard Loucks **Guests** Laurel Anderson, Lacey Craft,
Kendyl Magnuson

B. **ACTION - MINUTES Of September 1, 2021 Curriculum Committee** – MSC Dixon, Payn (Abstentions: Meehan, Smiley, Powers, Wyche, Kahn)

C. **ANNOUNCEMENTS**

1. **Wendy Nelson** - October 1 is the curriculum submission deadline. Drop-ins are scheduled for September 8, 10, 22 and 28.

D. **Agenda Changes** – *None*

E. **ACTION-APPROVE CURRICULUM PROPOSALS, PENDING OTHER APPROPRIATE APPROVALS, EFFECTIVE FALL 2022:**

1. **Credit Course Deactivations – effective fall 2022 - MSC Sosa, Dixon**

A. LT 125

B. MATH 76

2. **Distance Education and Course Reviews effective Spring 2022** – The following courses may be offered as distance learning and meet Title 5 regulations 55200-55210, effective spring 2022 – **MSC Sosa, Mumford**

A. BIOL 114L

F. EME 206

B. CHDV 101

G. FREN 202

C. CHDV 102

H. PHIL 126

D. DNCE 165

I. WELD 100

E. DNCE 206

F. **ACTION-APPROVE THE FOLLOWING GUIDES TO AFFIRM PALOMAR'S ALIGNMENT WITH THE CSU/UC:**
Items F.1.-3., MSC, Barlolong, Nelson

Faculty align course-to-course equivalencies and GE is aligned with CSU/UC.

1. **Palomar College Advanced Placement (AP) Guide**
2. **Palomar College-Level Examination Program(CLEP) Guide**
3. **Palomar College International Baccalaureate (IB) Guide**

G. **DISCUSSION**

1. **University Studies/Mudgett/Barlolong**

In 2016, it was recognized that these degrees were not being assessed. The programs were established in 2009 to facilitate transfer under the Counseling department. The process for evaluating these degrees was presented. Outcomes were:

- Participants will be able to discuss the need for University Studies
- Participants will be able to define an Area of Emphasis degree
- Participants will be able to explain Title 5 limitations

- Participants will be able to demonstrate ACCJC standards related to program outcomes and continuous improvement
- Participants will be able to compare and contrast current outcome assessments and proposed outcomes related to the knowledge gained in the area of emphasis

These degrees are wider in concentration in order to address a variety of student needs whether athletics, veteran's benefits, exploratory, transfer or to obtain an Associate's Degree in case the student is not able to continue on to a four-year degree and/or to transfer at a later time in life. Counselors find that these degrees meet many goals for students. These degrees were established in 2009 to take the place of Liberal Arts degrees and are common to many community colleges. Part of this work was done to meet ACCJC standards. The committee looked at the standard and Title 5 and designed a process to establish outcomes. The number of degree completers was discussed. The committee determined the following changes:

- Arts and Humanities
 - Eligible CSU Area C and IGETC Area 3 courses
 - Fine and Performing Arts, World Languages and Humanities will deactivate
- Social Sciences
 - Eligible CSU Area D and IGETC Area 4 courses and CSU Area F Ethnic Studies
 - Culture and society and Media and Communication will deactivate
- Health and fitness
 - Modifications to courses to expand offerings aligned with Allied Health and Fitness transfer options
- Scientific Studies
 - Name change from Math and Science
 - Eligible Area CSU Area B and IGETC Area 2 and 5 and pre-engineering and computer science
- Teacher Preparation
 - Name change from education.
 - Aligned to teacher prep programs at CSUSM and SDSU as well as other top CSU destinations in areas such as Elementary Subject Matter, Integrated Teacher Prep, Bilingual Teacher Prep, mild to moderate and moderate to severe
- Business – Deactivate

The goals and outcomes were presented for each degree with the ultimate goal to facilitate transfer. The number of completers for these degrees is decreasing in favor of the ADTs. For the 2019-20 academic year, a little more than 18% were single degree completers (the only degree they completed). Overall, approximately 82% of overall completers were for these degrees. Further investigation may be necessary in the future to ensure these degrees are still valid and necessary. In the future, we may also need to consider whether we will continue the use of the name University Studies or switch to something else. For example, a name, Liberal Arts with the emphasis following, may be more meaningful on a student's transcript or degree. There was discussion about the potential for adding courses and areas for inclusion and the impact of these degrees on students for financial aid and future in-house registration. Ben is taking all feedback into consideration for continual work and also asked the committee to consider where these degrees should be housed.

2. Interdisciplinary Department/Anderson

Consideration of the CHDV department becoming multidisciplinary with education. The department wants to move forward and wants to know how to proceed. They are looking at a name of Child Development and Education. They want to establish a Teacher Preparation pattern for transfer into the Education major at CSUSM. This addition will assist with addressing the teacher shortage and meet a high-priority goal of the Palomar College Governing Board. This area needs a place to belong in order to get this established.

3. Completion Campaign/Kahn

In the past, information has been presented to look at programs with few completions. A list of programs with less than 10 completers has been compiled. We would like to utilize our new policy for programs which are struggling with completion. We'd like to look at these programs to determine if they need to be changed or potentially deactivated. We need to look at what adequately serves students and move efforts toward collaborative discussions and resolutions. The list will be rolled out in the near future.

4. Membership Change: Advisory Members/Student Services Representative/Kahn

A Program Alignment initiative will address ensuring actions from Curriculum Committee land in the correct systems/areas. We are looking to develop these processes to improve communication. A step in this is to add a Student Services Representative (non-voting) and also add the Manager, Instruction Office and curriculum Specialist. Many of our partners, Financial Aid, Veteran's Services, Federal Government, are requiring our data to be much more aligned than they have in the past. This will be an ongoing process and addition to the committee. Ben suggests making the Student Services position a voting member. Jack is okay with this but advocates the Curriculum Specialist also be a voting member. Wendy thinks that this will be a valuable voice to add to the discussion. It was pointed out that if a position's expertise is sought and valued, they should be able to vote. These changes will be brought back for action at the next meeting.

5. 2021-22 Curriculum Committee Goals/Nelson

Removed goals we have accomplished and discussed potential new ones. Potential new goals include:

- Addressing the DE addendum going forward
- Multicultural Requirement/Ethnic Studies Requirement
- Cross-listed course discussions

We will continue to work to:

- Create an official Curriculum Handbook.
- Develop a Course Review list and require all courses not reviewed in last 3-4 years to go through review process this school year.
- Ensure Cross-listed classes are reviewed and minimum qualifications are added in META
- Develop program review process in META with special attention to CTE guidelines
- Refine and approve new process for Multicultural and Fitness requirement approvals
- Determine how new digital catalog will be connected to curriculum processes
- Create a pilot cultural audit process for all curriculum

Will bring back for further discussion at the next meeting.

H. INFORMATION

1. Pull ASL Courses Approved at September 1, 2021 Curriculum Committee Meeting/Nelson

2. GE Subcommittee Membership/Nelson

The Curriculum Committee will be voting to move this group from workgroup to subcommittee.

Current membership includes:

- Articulation Officer
- Co-Chair
- SLO Coordinator
- One member from each GE area (A-F) 10 faculty –member represents a department with at least one class in the area
 - Competence in American History – Michael
 - Competence in Health and Fitness – Lacey Craft
 - Competence in Math-Shelbi Hathaway
 - Multicultural requirement – Seth San Juan
 - Area A: Language and Rationality – Vickie Mellos
 - Area B: Natural Sciences – TBD
 - Area C: Humanities – Patti Dixon (AIS)
 - Area D: Social and Behavioral Sciences – Craig Forney (Religious Studies)

- Area E: Lifelong Learning and Self-Development – Tina Barolong
- Area F: Ethnic Studies – Rudy Jacobo

I. **REPORTS**

1. **Accreditation Meehan/Meehan** – The ISER continues to be finalized. It will be making the rounds to campus groups in the coming weeks.
2. **Articulation/Mudgett** – No report
3. **Credit for Prior Learning (CPL)/Rose** – No report
4. **New Programs Subcommittee/Chauderlot** – Needs a new member. Looking for new programs so please send them her way.
5. **Learning Outcomes Tavakkoly** – Working with accreditation to complete the SLO portions of the ISER. Will be distributing a list of outstanding SLOs to deans by the end of week.
6. **Noncredit Sebring** – There was no report.
7. **CTE Wyche** – Regional Deans approved Electrical Engineering Drafting and Design Technology, Creo Parametric Drafting and Design, AutoCAD Drafting and Design, SolidWorks Drafting and Design. All were modifications to existing Certificates of Achievement.

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

K. **NEXT MEETING** – Next Regular Meeting, Wednesday, October 6, 2021 at 3:00 pm, Zoom Conferencing

L. **ADJOURNMENT** – Meeting adjourned at 5:01 pm