



Minutes of the
MEETING OF THE FACULTY SENATE
January 12, 2015

APPROVED

PRESENT: Richard Albistegui-Dubois, Sandra Andre, Melinda Carrillo, April Cunningham, Jenny Ferrero, Joel Glassman, Barb Kelber, Greg Larson, Teresa Laughlin, Lawrence Lawson, Shannon Lienhart, Jackie Martin, Pam McDonough, Christina Moore, Patrick O'Brien, Lillian Payn, Travis Ritt, Diane Studinka, Fari Towfiq, Rocco Versaci

ABSENT: Marty Furch

GUESTS: Marlene Forney, Susan Whaley (Telescope)

CALL TO ORDER: The meeting was called to order by the President, Greg Larson, at 2:00 p.m. in Room SU-30.

Please note: All votes are presumed unanimous unless indicated otherwise.

Approval of Minutes:

Motion 1 MSC Laughlin, Moore: Faculty Senate approval of the minutes of December 15, 2014, as amended. The motion carried. 1 Abstention: Studinka

Public Comments: Teresa Laughlin commented that she was disheartened by the number of classes that were cancelled prior to the first week of the semester. Several classes in her department that had enrollments totaling 15 or 16 students were cancelled. Of the few with low enrollment that were kept on the schedule, all are now filled with enrollments of over 30 students. The district has indicated that there is a need for efficiency, but more time should have been provided for some classes, and options for broader discussions were not given to all departments. Senators asked that this item be placed on the agenda for the January 26 meeting.

April Cunningham invited Senators to the Active Learning Leaders Conference on Saturday, February 21, adding that proposals for presentations are being accepted until the end of the week.

Announcements: Greg Larson announced that Marty Furch has resigned from the Senate due to scheduling issues.

Committee
Appointments:

Motion 2 MSC O'Brien, Ritt: Faculty Senate approval of the following Committee appointments:

Compliance Officers
April Cunningham/Library
Kelly Falcone/Health

Learning Outcomes Council

(14-16) MNH&S

Michael Deal/Life Sciences

Sabbatical Leave Committee

(12-15) Social and Behavioral Sciences

Deborah Dozier/American Indian Studies

Title V, HSI STEM II Basic Skills Steering Committee

(13-15) One Part-Time Faculty Member, at-large

Joseph Lennox/Chemistry

The motion carried.

Curriculum:

Copies of the following Curriculum items were provided to Senate members electronically:

Palomar College Curriculum Actions

Wednesday, December 17, 2014

I. CONSENT CALENDAR SECOND READING – ACTION There will be no separate discussion of these items unless a Curriculum Committee member or guest requests that a particular item be removed from the Consent Calendar. Items so removed will be considered separately. All matters remaining under Consent Calendar are considered to be **routine** and will be approved by **one motion**.

The following curriculum changes, pending appropriate approvals, will be effective **Fall 2015**

A. Program Changes

1. Program Title: Basic Police Academy

Discipline: Administration of Justice (AJ)

Award Type: Certificate of Achievement

Total Units: 43.5

Gainful Employment Program Minor description changes, reflected number and title change from AJ 90 to AJ 93 (from 20 to 8 units) and AJ 92 to AJ 95B (from 10 to 13 units), added AJ 94A (7 units), AJ 94B (7 units), AJ 95A (8.5 units), updated total units from 57 to 43.5.

Kevin Barrett

2. Program Title: Computer Science

Discipline: Computer Science and Information Technology - Computer Science (CSCI)

Award Type: A.S. Degree Major/Cert. Achievement

Total Units: 26

Gainful Employment Program Removed CSCI 272 and CSNT 111.

Richard Stegman

3. Program Title: Digital Animation, Compositing, and Music

Discipline: Graphic Communications - Multimedia and Web (GCMW)

Award Type: Certificate of Achievement

Total Units: 16

Gainful Employment Program Chancellor's Office Approval Required Changed from Cert. of Proficiency to Certificate of Achievement, removed "select 5 courses" from program requirements, reflected unit change for GCMW 204 from 4 to 3, GCMW 206 from 4 to 3, and MUS 184 from 3 to 1, updated total units from 16 to 17.

Mark J. Bealo

4. Program Title: Geology

Discipline: Geology (GEOL)

Award Type: A.S. Degree Major

Total Units: 34.00 - 39.00

Removed GEOL 195 from program requirements, added group two (a minimum of 2 units from the following) with GEOL 195A, 195B, 195C, 195D, 195E, 195F, added group three (Select at least two of the three options), added option one, two and three to group three, changed group three to group four, changed first option to "any courses in group three not taken above, added BIOL 100, GEOG 120, GEOL 195A, GEOL 195B, GEOL 195C,

GEOL 195D, GEOL 195E, GEOL 195F, removed ASTR 100, GEOG 125 and GEOG 195, updated total units to 34-38.

Sean Figg

5. Program Title: Graphic Communications: Emphasis in Digital Distribution

Discipline: Graphic Communications - Imaging and Publishing (GCIP)

Award Type: A.S. Degree Major/Cert. Achievement

Total Units: 28

Gainful Employment Minor changes to description to reflect program unit totals, added GC 102 to program requirements, reflected unit changes to GCIP 103, 105, 141, 149, 152 and 260 from 4 to 3 units, reflected change from GC 100 to GC 101 and change to title, reflected unit change to GCIP 249 from 4 to 3 units, reflected total unit change from 32 to 28 units.

Kenneth Dodson

6. Program Title: Graphic Communications: Emphasis in Management

Discipline: Graphic Communications - Imaging and Publishing (GCIP)

Award Type: A.S. Degree Major/Cert. Achievement 18 units/more

Total Units: 28

Gainful Employment Program Minor changes to title, minor description to reflect program unit totals, added GC 102 to program requirements, reflected unit changes to GCIP 103, 105, 141, 149, 152 and 260 from 4 to 3 units, reflected total unit change from 32 to 28 units.

Kenneth Dodson

7. Program Title: Graphic Communications: Emphasis in Production

Discipline: Graphic Communications - Imaging and Publishing (GCIP)

Award Type: A.S. Degree Major/Cert. Achievement 18 units/more

Total Units: 28

Gainful Employment Program Minor changes to title, minor description to reflect program unit totals, added GC 102 and GCIP 105 to program requirements, reflected unit changes from 4 to 3 to GCIP 103, 141, 149, 152 and 260, under emphasis requirements, reflected unit changes from 4 to 3 to GCIP 180 and GCIP 255, removed GCIP cross-listing from GCMW 190.

Kenneth Dodson

8. Program Title: Journalism

Discipline: Journalism (JOUR)

Award Type: AA-T Transfer Major

Total Units: 18 – 19 Updated description and title for JOUR 130.

Erin Hiro

9. Program Title: Music Discipline: Music (MUS)

Award Type: A.A. Degree Major

Total Units: 32.50 - 35.00

Reorganized and added groups, removed group one, two and three headings and courses, added piano proficiency category (select 0.5-2.5 units) with MUS 115, 116, 117, 119, 224 and 225, added performance course list category (See emphasis for minimum unit requirements) with MUS 130, 131, 134, MUS/DNCE 137, MUS/DNCE 138, MUS 143, 147, 148, 149, 150, 151, 152, 155, 157, 158, 159, 161, 162, 172, MUS/DNCE/TA 173, MUS 175, 176, 178, 179, 184, 198, 223, 227, 250 and 251, added performance category (Students must complete four semesters of MUS 220 and 222, plus a minimum of 4 units from the Performance Course List.) with MUS 220 and 222, added composition and theory category (Students must take MUS 184 for three semesters, and MUS 220 and 222 for two semesters, plus a minimum of 2 units from the Performance Course List.) with MUS 181, 184, 187, 220 and 222, added general music category (Select 6 units, plus a minimum of 4 units from the Performance Course List.) with MUS 101, 102, MUS/ENTT/TA 112, MUS/ENTT/TA 114, MUS 130, 131, 171, 175, 176, 181, 184 and 187, updated units from 41-42 to 32.5-35.

Ellen Weller

B. Program Deactivations

1. Program Title: Escrow Discipline: Real Estate (RE)

Award Type: A.S. Degree Major/Cert. Achievement

Total Units: 23 – 25

Justification: Lack of enrollment

L. Jackie Martin

C. Credit Courses - New

1. Course Number and Title: BUS 204 Quantitative Business Analysis

Discipline: Business Education (BUS)

Recommended Prep: MATH 60, and MATH 120

Course Included in the following programs:

A. Business Administration, AS-T

Transfer Major Transfer Acceptability: CSU Distance Learning Offering(s): Online Justification: To articulate to CSUSM with new Business Transfer Degree.

Michael Gilkey

2. Course Number and Title: COUN 148 Managing Stress and Well-Being

Discipline: Counseling (COUN)

Associate Degree General Education - E: Lifelong Learning and Self-Development CSU GE Area E: Lifelong Learning and Self-Development - E: Lifelong Learning and Self-Development

Transfer Acceptability: CSU

Distance Learning Offering(s): Computer Assisted, Online Grading Basis: Grade Only Justification: To make this course transferable to meet CSU General Education requirements under Area E.

Thomas V. Ventimiglia

3. Course Number and Title: GEOL 195D Field Studies in Geology: Colorado Plateau Region Short Title: Field Studies: Colorado Plateau

Discipline: Geology (GEOL) Prerequisites: GEOL 100, or GEOL 110

Course Included in the following programs:

A. Geology, A.S. Degree Major Transfer Acceptability: UC, CSU (*pending*)

Justification: Field experiences are an integral part of geologic studies. Two units of regional field studies are required for the Geology AS degree.

Patricia A. Deen

4. Course Number and Title: GEOL 195E Field Studies in Geology: Sierra Nevada Region Short Title: Field Studies: Sierra Nevada

Discipline: Geology (GEOL) Prerequisites: GEOL 100, or GEOL 110

Course Included in the following programs:

A. Geology, A.S. Degree

Major Transfer Acceptability: UC, CSU (*pending*)

Justification: Field experiences are an integral part of geologic studies. Two units of regional field studies are required for the Geology AS degree.

Patricia A. Deen

5. Course Number and Title: GEOL 195F Field Studies in Geology: Death Valley Region

Short Title: Field Studies: Death Valley

Discipline: Geology (GEOL)

Prerequisites: GEOL 100, or GEOL 110

Course Included in the following programs:

A. Geology, A.S. Degree Major

Transfer Acceptability: UC, CSU (*pending*)

Justification: Field experiences are an integral part of geologic studies. Two units of regional field studies are required for the Geology AS degree.

Patricia A. Deen

6. Course Number and Title: JOUR 112L Laboratory for Online Journalism

Short Title: Lab for Online Journalism

Discipline: Journalism (JOUR)

Transfer Acceptability: CSU *Proposed for Multimedia Journalism AA/CA*

Justification: This class supports a new Online Journalism course (Spring 2015) to help train students in providing multimedia content to The Telescope newspaper and Impact Magazine.

Erin Hiro

7. Course Number and Title: JOUR 200 Mastering Social Media

Discipline: Journalism (JOUR)

Course Included in the following programs:

A. Social Media, Certificate of Achievement

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Justification: There is a big need for Social Media knowledge for students and working adults. This will be part of the proposed Social Media Certificate. *Erin Hiro*

8. Course Number and Title: MATH 52A Explorations in Algebra

Discipline: Mathematics (MATH)

Prerequisites: MATH 15, or Eligibility determined through the math placement process

Standalone Course

Justification: Topics course needs to be converted to a regular course.

Wendy R. Metzger

9. Course Number and Title: MATH 53 Prealgebra/Beginning Algebra

Discipline: Mathematics (MATH)

Prerequisites: MATH 15, or Eligibility determined through the math placement process

Standalone Course

Justification: Improve student success rates in Mathematics. Topics course needs to be converted to a regular course.

Wendy R. Metzger

10. Course Number and Title: MATH 63 Intermediate Algebra with Geometry

Short Title: Inter Algebra with Geometry

Discipline: Mathematics (MATH)

Prerequisites: MATH 50, or MATH 50B, or MATH 53, or eligibility determined through the math placement process

Associate Degree General Education - A2: Communication and Analytical Thinking

Standalone Course

Justification: Improve student success in Mathematics, with an emphasis on STEM majors.

Topics course needs to be converted to a regular course.

Wendy R. Metzger

11. Course Number and Title: NUTR 100 Introduction to Nutrition and Food Professions

Short Title: Intro to Nutrition/Food Prof

Discipline: Nutrition (NUTR)

Course Included in the following programs:

A. Nutrition and Dietetics, AS-T Transfer Major

Transfer Acceptability: CSU

Justification: For inclusion in new Nutrition and Dietetics AS-T degree.

Solange Wasef

12. Course Number and Title: NUTR 197 Topics in Nutrition

Discipline: Nutrition (NUTR)

Transfer Acceptability: CSU

Standalone Course

Created for inclusion in new Nutrition discipline.

Solange Wasef

D. Credit Course - Change

1. Course Number and Title: ARCH 200 Advanced Computer Aided Architectural Drafting

Short Title: Adv Computer Aided Arch Draft

Discipline: Architecture (ARCH)

Recommended Prep: ARCH 105, and ARCH 150 / ID 150

Course Included in the following programs:

A. Architectural Drafting, A.S. Degree Major/Cert. Achievement

B. Computer Assisted Drafting, A.S. Degree Major/Cert. Achievement

Transfer Acceptability: CSU

Removed DT/ARCH 125 or ID/ARCH 150 prerequisites, added ARCH 105 and ARCH/ID 150 as recommended preparation, updated textbooks and suggested reading, changed CB09 from C to B (Advance Occupational).

Kenneth E. Swift

2. Course Number and Title: CSCI 112 Programming Fundamentals I

Discipline: Computer Science and Information Technology - Computer Science (CSCI)

Course Included in the following programs:

A. Computer Science, A.S. Degree Major/Cert. Achievement

B. Computer Science with Emphasis Video Gaming, A.S. Degree Major/Cert. Achievement

C. Mobile Application Development, Cert. Achievement

Transfer Acceptability: UC, CSU

Distance Learning Offering(s): Online Grading Basis: Grade Only Updated description, textbook and outside assignments.

Richard L. Stegman

3. Course Number and Title: CSCI 114 Programming Fundamentals II
Discipline: Computer Science and Information Technology - Computer Science (CSCI)
Prerequisites: CSCI 112
Course Included in the following programs:
A. Computer Science, A.S. Degree Major/Cert. Achievement
B. Computer Science with Emphasis Video Gaming, A.S. Degree Major/Cert. Achievement
C. Mobile Application Development, Cert. Achievement
Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Online
Grading Basis: Grade Only
Updated description, CB09 Code from C to E (non-Occupational), CB11 from I to Y (Credit Course).
Richard L. Stegman

4. Course Number and Title: CSCI 235 Android Development
Discipline: Computer Science and Information Technology - Computer Science (CSCI)
Prerequisites: CSCI 114
Course Included in the following programs:
A. Computer Science, A.S. Degree Major/Cert. Achievement
Transfer Acceptability: CSU
Distance Learning Offering(s): Online
Changed prerequisite from CSCI 230 to CSCI 114, updated methods of instruction, changed CB11 from A to Y.
Richard L. Stegman

5. Course Number and Title: CSCI 261 Video Game Programming II
Discipline: Computer Science and Information Technology - Computer Science (CSCI)
Prerequisites: CSCI 222
Course Included in the following programs:
A. Computer Science with Emphasis in Video Gaming, A.S. Degree Major/Cert. Achievement
B. Video Game Developer, Certificate of Achievement
C. Video Game Developer, Certificate of Proficiency
Transfer Acceptability: CSU
Distance Learning Offering(s): Online
Decreased unit value from 4 to 3, decreased lecture hours from 3.5 to 2, increased lab hours from 1.5 to 3, changed prerequisite from CSCI 260 to CSCI 222, updated objectives, methods of instruction, outline, textbooks and critical thinking, changed CB09 from C to B.
Richard L. Stegman

6. Course Number and Title: CSCI 275 iOS Development
Discipline: Computer Science and Information Technology - Computer Science (CSCI)
Prerequisites: CSCI 114
Course Included in the following programs:
A. Computer Science, A.S. Degree Major/Cert. Achievement
B. Computer Science, A.S. Degree Major/Cert. Achievement
C. Mobile Application Development, Certificate of Achievement
Transfer Acceptability: CSU
Distance Learning Offering(s): Online
Decreased lecture hours from 2.5 to 2, increased lab hours from 1.5 to 3, changed prerequisite from CSCI 272 to CSCI 114, updated description, objectives, methods of instruction, outline, textbooks and critical thinking.
Richard L. Stegman

7. Course Number and Title: DNCE 146 Choreography II
Discipline: Dance (DNCE)
Co-requisites: DNCE 285
Transfer Acceptability: UC, CSU
Changed co-requisite from DNCE 280 to DNCE 285, updated textbook and critical thinking, changed CB11 from A to I, CB24 from 2 to 1, XB09 from W to N.
Patriceann J. Mead

8. Course Number and Title: GCMW 201 Multimedia II
Discipline: Graphic Communications - Multimedia and Web (GCMW)
Recommended Prep: GCMW 101, GCMW 205
Course Included in the following programs:
A. Drafting Technology-Multimedia, A.S. Degree Major/Cert. Achievement
B. Digital Video, A.S. Degree Major/Cert. Achievement
C. Interactive Media Design-3D Modeling and Animation, A.S. Degree Major/Cert. Achievement
D. Interactive Media Design-Multimedia Design, A.S. Degree Major/Cert. Achievement

E. New Media Compositing, Authoring and Distribution A.S. Degree Major/Cert. Achievement
Transfer Acceptability: CSU
Decreased unit value from 4 to 3, decreased lecture hours from 3 to 1.5, increased lab hours from 3 to 4.5,
updated required reading.
Mark J. Bealo

9. Course Number and Title: JOUR 130 Writing for Online Journalism
Discipline: Journalism (JOUR)
Course Included in the following programs:
 A. Journalism, AA-T Transfer Major
 B. Social Media, Certificate of Achievement
Transfer Acceptability: CSU
Changed title.
Erin Hiro

10. Course Number and Title: LT 100 Introduction to Libraries and Information Services
Short Title: Intro to Libraries/Info Srvcs
Discipline: Library Technology (LT)
Associate Degree Multicultural Requirement - Yes
Transfer Acceptability: CSU
Distance Learning Offering(s): Computer Assisted, Video Two Way, Online
Updated description, objectives, methods of instruction, outline, textbooks, outside assignments, critical
thinking, required writing and methods of assessment, added required reading and suggested reading, added
two-way video conferencing
Marlene Forney

11. Course Number and Title: NUTR 120 Food and Culture
Discipline: Nutrition (NUTR)
Associate Degree Multicultural Requirement - Yes
CSU GE Area E: Lifelong Learning and Self-Development - E: Lifelong Learning and Self-Development
Course Included in the following programs:
 A. General Studies-Emphasis in Social and Behavioral Sciences, A.A. Degree Major
Transfer Acceptability: CSU
Distance Learning Offering(s): Online Changed course number from FCS 150 to NUTR 120, updated
description, objectives, methods of instruction, content, textbooks, critical thinking, methods of assessment,
CB09 from D to C.
Solange Wasef

12. Course Number and Title: NUTR 165 / HE 165 Fundamentals of Nutrition
Discipline: Nutrition (NUTR) / Health (HE)
CSU GE Area E: Lifelong Learning and Self-Development - E: Lifelong Learning and Self-Development
Course Included in the following programs:
 A. General Studies-Emphasis in Science and Math, A.S. Degree Major
 B. General Studies-Emphasis in Health and Fitness, A.S. Degree Major
 C. General Studies-Emphasis in Social Sciences, A.S. Degree Major
 D. Family and Consumer Sciences-General, A.S. Degree Major/Cert. Achievement
 E. Adult Fitness and Health, Certificate of Achievement
 F. Kinesiology, A.A. Degree Major
Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Computer Assisted, Online
Changed course discipline from FCS to NUTR, updated objectives, methods of instruction, content, textbooks,
critical thinking, required writing and methods of assessment.
Solange Wasef

13. Course Number and Title: NUTR 170 Nutrition: Eating Disorders and Obesity
Short Title: Eating Disorders and Obesity
Discipline: Nutrition (NUTR)
Course Included in the following programs:
 A. Adult Fitness and Health, Certificate of Achievement
Transfer Acceptability: CSU
Distance Learning Offering(s): Computer Assisted, Online
Changed course discipline from FCS to NUTR, updated description, objectives, methods of instruction, content,
textbook, required reading, outside assignments, critical thinking, required writing and methods of assessment,
changed CB09 from D to C.
Solange Wasef

14. Course Number and Title: NUTR 185 / BIOL 185 Science of Human Nutrition

Discipline: Nutrition (NUTR) / Biology (BIOL)

Recommended Prep: CHEM 110, and ZOO 200, or ZOO 203

Course Included in the following programs:

A. Nutrition and Dietetics, AS-T Transfer Major (*pending*)

B. Child and Family Services, A.S. Degree Major/Cert. Achievement

C. General Studies-Emphasis in Science and Math, A.S. Degree Major

D. University Studies-Health and Fitness, A.S. Degree Major

E. University Studies-Math and Science, A.S. Degree Major

F. Biology-General, A.S. Degree Major/Cert. Achievement

Associate Degree General Education - E: Lifelong Learning and Self-Development CSU GE Area E: Lifelong Learning and Self-Development - E: Lifelong Learning and Self-Development

Transfer Acceptability: UC, CSU

Distance Learning Offering(s): Online Changed course discipline from FCS to NUTR, added CHEM 110 and ZOO 200 or ZOO 203 as recommended prep, updated description, methods of instruction, content, textbooks, required reading, outside assignments, critical thinking, required writing, methods of assessment, TOP Code from 0401.00, Biology to 1306.00, Nutrition, Foods, and Culinary Arts, CB09 from D to C.

Solange Wasef

E. Credit Courses - Deactivations

1. Course Number and Title: BUS 142 Customer Service

Discipline: Business Education (BUS)

Course Included in the following programs:

A. Child and Family Services, A.S. Degree Major/Cert. Achievement

Transfer Acceptability: CSU

Justification: Low enrolled and not in any active programs.

L. Jackie Martin

2. Course Number and Title: CSNT 221 Windows Infrastructure Configuration

Short Title: Windows Infrastructure Config

Discipline: Computer Science and Information Technology - Networking (CSNT)

Prerequisites: CSNT 121

Transfer Acceptability: CSU

Distance Learning Offering(s): Computer Assisted, Online Justification: Old curriculum and no longer needed.

Nicholas R. Green

3. Course Number and Title: CSNT 222 Plan and Manage a Windows Application Platform

Short Title: Plan/Manage Win App Platform

Discipline: Computer Science and Information Technology - Networking (CSNT)

Prerequisites: CSNT 121

Course Included in the following programs:

A. Computer Information Systems, A.S. Degree Major/Cert. Achievement

B. Management Information Systems, A.S. Degree Major/Cert. Achievement

Transfer Acceptability: CSU

Distance Learning Offering(s): Online Justification: Old curriculum and no longer needed for industry purposes.

Nicholas R. Green

4. Course Number and Title: CSNT 224 Active Directory Services Administration

Short Title: Active Directory Services Admn

Discipline: Computer Science and Information Technology - Networking (CSNT)

Prerequisites: CSNT 121

Transfer Acceptability: CSU Distance Learning Offering(s): Online Justification: Old curriculum and no longer needed in industry.

Nicholas R. Green

5. Course Number and Title: CSNT 230 Microsoft SQL Server

Discipline: Computer Science and Information Technology - Networking (CSNT)

Prerequisites: CSNT 221, CSNT 222

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Justification: Class no longer needed in industry.

Nicholas R. Green

6. Course Number and Title: CSNT 231 Design Windows Network Security

Short Title: Dsgn Windows Network Security

Discipline: Computer Science and Information Technology - Networking (CSNT)
Prerequisites: CSNT 221, CSNT 222, CSNT 224
Transfer Acceptability: CSU
Justification: Course no longer needed for industry.
Nicholas R. Green

7. Course Number and Title: CSNT 235 Microsoft Exchange Server
Discipline: Computer Science and Information Technology - Networking (CSNT)
Prerequisites: CSNT 121, CSNT 221, and CSNT 224
Transfer Acceptability: CSU
Justification: Course no longer needed for industry.
Nicholas R. Green

8. Course Number and Title: RE 112 Business Appraisal
Discipline: Real Estate (RE)
Recommended Prep: RE 100, RE 111, or BUS 100
Transfer Acceptability: CSU
Distance Learning Offering(s): Online
Justification: Low enrollment.
L. Jackie Martin

9. Course Number and Title: RE 135 Real Estate Investments
Discipline: Real Estate (RE)
Course Included in the following programs:
 A. Escrow, A.S. Degree Major/Cert. Achievement
Transfer Acceptability: CSU
Distance Learning Offering(s): Telecourse
Justification: Low enrollment.
L. Jackie Martin

10. Course Number and Title: RE 145 Real Estate Exchanges
Discipline: Real Estate (RE)
Course Included in the following programs:
 A. Escrow, A.S. Degree Major/Cert. Achievement
Transfer Acceptability: CSU
Justification: Low enrollment.
L. Jackie Martin

11. Course Number and Title: RE 156 Advanced Escrow Procedures
Discipline: Real Estate (RE)
Recommended Prep: RE 155
Course Included in the following programs:
 A. Escrow, A.S. Degree Major/Cert. Achievement
 B. Real Estate Broker License Preparation, A.S. Degree Major/Cert. Achievement
Transfer Acceptability: CSU
Justification: Low enrollment.
L. Jackie Martin

12. Course Number and Title: RE 157 Escrow Problems
Discipline: Real Estate (RE)
Recommended Prep: RE 156
Course Included in the following programs:
 A. Escrow, A.S. Degree Major/Cert. Achievement
Transfer Acceptability: CSU
Justification: Low enrollment.
L. Jackie Martin

13. Course Number and Title: RE 158 Current Trends in Escrow
Discipline: Real Estate (RE)
Recommended Prep: RE 157
Course Included in the following programs:
 A. Escrow, A.S. Degree Major/Cert. Achievement
Transfer Acceptability: CSU
Justification: Low enrollment.
L. Jackie Martin

F. Distance Learning

The following courses may be offered as distance learning and meet Title 5 Regulations 55200-55210, effective Fall 2015.

<u>Catalog/Subject Number</u>	<u>Learning Offerings</u>
BUS 204	<u>Online</u>
COUN 148	<u>Computer Assisted, Online</u>
JOUR 200	<u>Online</u>
CSCI 112	Online
CSCI 114	Online
CSCI 235	Online
CSCI 275	Online
LT 100	Computer Assisted, Video Two Way, Online
NUTR 120	Online
NUTR 165/HE 165	Computer Assisted, Online
NUTR 170	Computer Assisted, Online
NUTR 185/BIOL 185	Online

Requisites and Advisories

The establishment of the following advisories meets Title 5 Regulations 55003, effective Fall 2015

<u>Catalog Number</u>	<u>Type</u>	<u>Description</u>	<u>Proposal Type</u>
BUS 204	Recomm. Prep.	<u>MATH 60 and MATH 120</u>	New
GEOL 195D	Prerequisite	<u>GEOL 100, or GEOL 110</u>	New
GEOL 195E	Prerequisite	<u>GEOL 100, or GEOL 110</u>	New
GEOL 195F	Prerequisite	<u>GEOL 100, or GEOL 110</u>	New
MATH 52A	Prerequisite	<u>MATH 15, or Eligibility determined through the Math placement process</u>	New

VII. RESUMPTION OF THE REGULAR AGENDA

A. Technical Corrections

- The Graphic Communications department is requesting a name change for **GCMW 104, Intro to Audio and Video for Post Production**, approved at the November 19 Curriculum Committee meeting. The new name is **Color Correction and Sound for Multimedia**.
- ACS 180** should be approved for **9 hours laboratory, 3 units**. This correction supersedes all others.

VIII. INFORMATION

A. Course Outline Reviews

The following courses have completed the course outline review process between November 26, 2014 and December 12, 2014 and are effective Fall 2015.

AIS	145	American Indian Literature
ANTH	100	Introduction to Biological Anthropology
ANTH	105	Introduction to Cultural Anthropology
ECON	102	Principles of Economics (Micro)
NURS	103	Nursing Foundation I
NURS	110	LVN-RN Transition
NURS	217	Nursing III
NURS	218	Nursing IV

B. 2014-15 Curriculum Activity Summary

<u>Proposal Type</u>	<u>Current Agenda</u>	<u>2014-15 Cumulative</u>
New Courses	12	23
Course Changes	14	84
Course Reactivations	0	1
Course Deactivations	13	65
Course Reviews (11/26/2014 – 12/12/2014)	8	23
New Programs	0	4
Program Changes	9	12

Program Deactivations	1	2
Total Activity	57	214

These items will be brought back for Faculty Senate ratification on January 26, 2015.

Transition Plan, SERP
Retirement & Impacts:

Copies of the latest draft of the resolution regarding the transition plan for key positions vacated by the proposed SERP were distributed. Some discussion was held on the document, which reflected the conversation and decisions made at the December 15, 2014 meeting, and some minor amendments were made.

Motion 3

MSC Laughlin, Martin: **Whereas**, the anticipated Supplemental Early Retirement Plan (SERP) will drastically reduce the number of full-time faculty, as well as administrators and staff, and

Whereas, the announcement deadline of 4/3/15 does not leave sufficient time for a district of Palomar's size and stature to effectively plan for or prepare for the loss of faculty, staff, and administrators in key leadership positions, and

Whereas, the Faculty Senate of Palomar College has been waiting for notification of a transition plan for the expected retirements of valuable faculty, staff, and administrators in key leadership positions and has not been notified by administration of any transition plan, and

Whereas, replacement or interim staffing of key leadership positions, such as Articulation Officer, Supervisor of Records and Evaluations, Deans, and Vice Presidents, requires some level of familiarity with the roles and duties before stepping into each permanent position, and

Whereas, there has been a historical precedent of vacated positions either being filled by short-term, part-time, or hourly employees or left unfilled, and never returning to their previous status as full-time positions, and

Whereas, the Faculty Senate feels strongly that positions currently held by faculty should not be turned into administrative or managerial positions by default through this interim period, and

Whereas, part-time faculty can teach the classes of retiring full-time faculty, but cannot easily or appropriately fulfill the remaining job duties such as committee work, departmental leadership and organization (including but not limited to PRPs, faculty requests, and other paperwork), and SLO facilitation, and

Whereas, Palomar College must continue operating effectively to appropriately meet the needs of students, faculty, and staff,

Be It Resolved that the Faculty Senate requests that the Palomar College Governing Board:

1. Advocate that potential retirees in key positions announce their intentions earlier, rather than later, and provide a list of expected retirements in key leadership and staffing positions to the Faculty Senate for planning purposes by 1/30/15, with the understanding that these retirements will not be confirmed until 4/3/15.

2. Demonstrate a commitment to maintaining high operating standards by providing the necessary funds for release time, stipends, or NOHE as appropriate for the Spring 2015 semester to allow for faculty and staff to shadow/train in key leadership and staffing positions during Spring and Spring Intersession 2015.
3. Recognize the amount of work that will be left to remaining faculty and staff with the expected retirements by providing appropriate support, monetary and otherwise.
4. Fill all necessary vacant administrative positions with interim positions, recognizing that certain administrative positions will be most appropriately filled by internal candidates for the interim, until the new president/superintendent can lead search committees for permanent replacements.
5. Direct administrators to share duties in the interim where possible, much as faculty has historically been expected to do. One recommendation is for remaining deans to share the workload of any retiring deans until a president/superintendent is hired.
6. Mandate that staff positions, such as ADAs, be filled within 60 days of the 4/3/15 deadline for SERP notification.
7. Require faculty input on filling each interim position.

The motion carried.

Accreditation Report/
Actionable Improvement
Plans:

Senators discussed the upcoming Accreditation site visit, the team's presumed attendance at the Senate meeting of March 2, 2015, and the importance of Senators being familiar with the district's Accreditation Plan. There was agreement to divide the four categories, or standards, among Senators who can then bring a report back to the Senate as a whole.

- I. Mission & Effectiveness
Richard Albistegui-Dubois, Lawrence Lawson, Diane Studinka
- II. Learning Programs & Services
April Cunningham, Pam McDonough, Rocco Versaci
- III. Human Resources
Joel Glassman, Barb Kelber, Lillian Payn
- IV. Leadership and Governance
Teresa Laughlin, Patrick O'Brien, Fari Towfiq

This item will remain on the Agenda for further discussion on January 26.

Academic Grade
Review Panel:

Greg Larson informed Senate members that a request for a formal grade dispute has been initiated by a student and that faculty are needed to serve on an Academic Grade Review Panel. There was lengthy discussion on wording in the current Grade Dispute Policy, particularly the legality of forming a Grade Review Panel to determine a faculty member's competence when issuing a grade. One Senator reminded all of correspondence several years ago from the district's attorney on the legality of forming such a panel. If the dispute proceeds past the initial phase of review by the department chair, dean and vice president, legal representation should be sought by both parties. Unfortunately, no change was made to the policy to reflect this, which was just an oversight.

Senate members reviewed the document on the overhead, and after some discussion agreed that the wording in the policy should be updated to remove any reference to the creation of an Academic Review Panel. Review also highlighted the fact that in this particular student's case, the criteria needed to proceed to a formal grade dispute have not been met. Based on the current policy, the student's complaint can go no further and the instructor's grade stands, as there was no evidence of Title V violation found by the department chair, dean, or Vice President for Instruction.

Members of the Academic Standards & Practices will meet to discuss making needed changes to the Grade Dispute Policy and bring an updated version back to the Senate soon.

Full-Time Faculty
Hiring Process:

Senators discussed the district's Human Resources application process and the need for an effective, efficient process. Concerns have been raised by some faculty who have participated in the process and have faced difficulties during not only the submission of documents, but during the screening process as well with some documents not being advanced appropriately. Senate President Larson will follow up with HR to ensure that applicants with incomplete applications are being appropriately contacted.

One Senate member also noted an email he received earlier in the day indicating that Human Resources does not have the time or resources to conduct additional training for Compliance Officers, even though there is a predicted need for many compliance officers to serve on the many anticipated hiring committees over the next year.

This item will remain on the Agenda for additional discussion on January 26.

ADJOURNMENT:

The meeting was adjourned at 3:24 p.m.

Respectfully submitted,

Jenny Fererro, Secretary