



Minutes of the  
MEETING OF THE FACULTY SENATE  
March 10, 2014

APPROVED

PRESENT: Sandra Andre, Melinda Carrillo, Jenny Ferrero, Joel Glassman, Barb Kelber, Greg Larson, Teresa Laughlin, Jackie Martin, Pam McDonough, Linda Morrow, Patrick O'Brien, Lillian Payn, Susan Snow, Diane Studinka, Rocco Versaci

ABSENT: Travis Ritt, Fari Towfiq

GUESTS: Michelle Barton, Genesis Gilroy, Marty Furch

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

Approval of Minutes:

Motion 1 MSC Andre, Morrow: Faculty Senate approval of the minutes of March 3, 2014, as presented. The motion carried.

Public Comments: There were no public comments.

Announcements: Marty Furch announced that new ACCJC standards are available for review in the ACCJC newsletter: [http://www.accjc.org/wp-content/uploads/2013/08/Summer\\_2013\\_ACCJC\\_NEWS.pdf](http://www.accjc.org/wp-content/uploads/2013/08/Summer_2013_ACCJC_NEWS.pdf)

To join the Academic Senate discussion on the new standards, contact Phil Smith, Accreditation and Assessment Committee Chair at [smithp@arc.losrios.edu](mailto:smithp@arc.losrios.edu) with "Revised Standards Discussion List" as the subject line.

Committee  
Appointments:

Motion 2 MSC O'Brien, Ferrero: Faculty Senate approval of the following committee appointment:

Counseling and Advisory (3SP) Workgroup  
Lori Waite

The motion carried.

Curriculum: Copies of the following Curriculum items were electronically distributed to Senators:

**Palomar College Curriculum Actions**  
Wednesday, March 5, 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 2014.

**A. New Programs**

1. Program Title: Woodworking Fundamentals

Discipline: Cabinet and Furniture Technology (CFT)

Award Type: Certificate of Achievement

Total Units: 12

Distance Education: 0%

Description: This program will help prepare students for both moving into the workplace and for focusing on continued education while pursuing one of the advanced CFT degrees.

*Jon K. Stone*

2. Program Title: Alternative Process Photography

Discipline: Photography (PHOT)

Award Type: Certificate of Proficiency

Total Units: 15

Distance Education: 0%

Description: This certificate is designed to provide an avenue for those students interested in pursuing a career as a photographer. The course work will address a range of technical issues, personal expression, aesthetics, criticism, portfolio development and history.

*Robert M. Barry*

**B. Program Changes**

1. Program Title: Associate in Arts (AA) in Nursing

Discipline: Nursing Education (NURS)

Award Type: A.A. Degree Major

Total Units: 77.00

Removed BIOL 102 from program requirements, updated total units, removed BIOL footnote.

*Judith G. Eckhart*

2. Program Title: Associate in Arts (AA) in Nursing (LVN-RN)

Discipline: Nursing Education (NURS)

Award Type: A.A. Degree Major

Total Units: 59.00

Removed BIOL 102 from program requirements, updated total units, removed BIOL footnote.

*Judith G. Eckhart*

3. Program Title: Associate in Science (AS) in Nursing

Discipline: Nursing Education (NURS)

Award Type: A.S. Degree Major

Total Units: 71.00

Removed BIOL 102 from program requirements, updated total units, removed BIOL footnote.

*Judith G. Eckhart*

4. Program Title: Associate in Science (AS) in Nursing (LVN-RN)

Discipline: Nursing Education (NURS)

Award Type: A.S. Degree Major

Total Units: 53.00

Removed BIOL 102 from program requirements, updated total units, removed BIOL footnote.

*Judith G. Eckhart*

5. Program Title: Guitar Making Technology

Discipline: Cabinet and Furniture Technology (CFT)

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

Total Units: 28.00

Minor change to description, replaced CFT 132 with CFT 132A, CFT 133 with CFT 133A and CFT 134 with 134A, removed CFT 137 and 138 from program requirements, added elective category, added CFT 130, 131, 132B, 133B, 134B, 137 and 138 to elective category, updated total units.

*Jon K. Stone*

6. Program Title: Table and Chair Manufacturing

Discipline: Cabinet and Furniture Technology (CFT)

Award Type: A.S. Degree Major/Cert. Achievement  
Total Units: 24.00  
Added CFT 149 to program requirements, replaced CFT 157 with CFT 159A, CFT 158 with 159B, CFT 161 with CFT 160A and CFT 162 with CFT 160B, updated total units.  
*Jon K. Stone*

**C. Credit Courses – New**

1. Course Number and Title: BUS 181 Access Intermediate  
Discipline: Business Education (BUS)  
Prerequisites: BUS 180  
Course Included in the following programs:  
a. Business – General, A.S. Degree Major  
b. Microsoft Office Specialist, Certificate of Achievement (*proposed*)  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Justification: Industry demand and more extensive knowledge and application of databases required for transfer.  
*Judith L. Dolan*

2. Course Number and Title: BUS 182 Access Advanced  
Discipline: Business Education (BUS)  
Prerequisites: BUS 181  
Course Included in the following programs:  
a. Business – General, A.S. Degree Major  
b. Microsoft Office Specialist, Certificate of Achievement (*proposed*)  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Justification: Industry demand and more emphasis at the college and university level for advanced database knowledge and application.  
*Judith L. Dolan*

3. Course Number and Title: CFT 110B Contemporary Case Furniture Design  
Short Title: Contemporary Case Furn Design  
Discipline: Cabinet and Furniture Technology (CFT)  
Prerequisites: CFT 105  
Course Included in the following programs:  
a. Case Furniture Construction/Manufacturing, A.S. Degree Major/Cert. Achievement  
Transfer Acceptability: CSU  
Justification: Reworking the Case furniture Construction/Manufacturing Degree.  
*Jon K. Stone*

4. Course Number and Title: CFT 111B Contemporary Case Furniture Production  
Short Title: Contemporary Case Furn Prod  
Discipline: Cabinet and Furniture Technology (CFT)  
Prerequisites: CFT 110B  
Course Included in the following programs:  
a. Case Furniture Construction/Manufacturing, A.S. Degree Major/Cert. Achievement  
Transfer Acceptability: CSU  
Justification: Updating Case Furniture Construction/Manufacturing Degree.  
*Jon K. Stone*

5. Course Number and Title: CFT 132B Ukulele Making II  
Discipline: Cabinet and Furniture Technology (CFT)  
Course Included in the following programs:  
a. Guitar Making Technology, A.S. Degree Major/Cert. Achievement  
Transfer Acceptability: CSU  
Justification: Updating Guitar Making program.  
*Jon K. Stone*

6. Course Number and Title: CFT 133B Guitar Technician II/Major Repair  
Short Title: Guitar Tech II/Major Repair  
Discipline: Cabinet and Furniture Technology (CFT)  
Prerequisites: CFT 133A  
Course Included in the following programs:  
a. Guitar Making Technology, A.S. Degree Major/Cert. Achievement  
Transfer Acceptability: CSU

Justification: Re-working Guitar Making program.  
*Jon K. Stone*

7. Course Number and Title: CFT 134B Electric Guitar Construction II/Custom  
Short Title: Elec Guitar Const II/Custom  
Discipline: Cabinet and Furniture Technology (CFT)  
Prerequisites: CFT 134A  
Course Included in the following programs:  
a. Guitar Making Technology, A.S. Degree Major/Cert. Achievement  
Transfer Acceptability: CSU  
Justification: Re-working Guitar Making program.  
*Jon K. Stone*

8. Course Number and Title: CFT 167A Cabinetry Production/Face Frame  
Short Title: Cabinetry Prod/Face Frame  
Discipline: Cabinet and Furniture Technology (CFT)  
Prerequisites: CFT 165A  
Course Included in the following programs:  
a. Cabinetmaking and Millwork, A.S. Degree Major/Cert. Achievement  
Transfer Acceptability: CSU  
Justification: Re-working the Cabinetmaking and Millwork Program  
*Jon K. Stone*

9. Course Number and Title: CFT 167B Cabinetry Production/European  
Discipline: Cabinet and Furniture Technology (CFT)  
Prerequisites: CFT 165B  
Course Included in the following programs:  
a. Cabinetmaking and Millwork, A.S. Degree Major/Cert. Achievement  
Transfer Acceptability: CSU  
Justification: Re-working the Cabinetmaking and Millwork Program  
*Jon K. Stone*

10. Course Number and Title: CSCI 235 Android Development  
Discipline: Computer Science and Information Systems - Computer Science (CSCI)  
Prerequisites: CSCI 230  
Course Included in the following programs:  
a. Computer Science, A.S. Degree Major/Cert. Achievement  
b. Mobile Application Development, Certificate of Achievement  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Mobile app development is a growth industry. Use of smart phones drives a demand for developers who are prepared to create apps for devices running on multiple operating systems.  
*Walter R. Pistone*

11. Course Number and Title: CSNT 122 Windows Systems Administration  
Discipline: Computer Science and Information Systems - Networking (CSNT)  
Prerequisites: CSNT 111,  
Course Included in the following programs:  
a. Computer Network Administration with Emphasis: Microsoft, A.S. Degree Major/Cert. Achievement  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Justification: To be used in all four of the Computer Network Administration A.S. degrees.  
*Nicholas R. Green*

12. Course Number and Title: DNCE 285 Student Choreography Production II  
Short Title: Student Choreography Prod II  
Discipline: Dance (DNCE)  
Co-requisites: DNCE 146  
Course Included in the following programs:  
a. Dance: Emphasis in Euro-Western Dance, A.A. Degree Major or Certificate of Achievement  
b. Dance: Emphasis in General Dance, A.A. Degree Major or Certificate of Achievement  
Transfer Acceptability: UC, CSU  
Justification: Part of a two sequence series for AA and certificate. This course is being reviewed to align with DNCE 280 Student Choreography Production I.  
*Margaret M. Faulkner*

13. Course Number and Title: JOUR 130 Online Multimedia Journalism  
Discipline: Journalism (JOUR)

Course Included in the following programs:

- a. Journalism, A.A. Degree Major for Transfer (*proposed*)

Transfer Acceptability: CSU

Justification: The course is part of the state's new transfer degree. Industry professionals say those skills are crucial to students getting journalism jobs.

*Erin Hiro*

#### **D. Credit Course - Change**

1. Course Number and Title: ART 103 Intermediate Drawing

Discipline: Art (ART)

Prerequisites: ART 102

Course Included in the following programs:

- a. Pictorial Arts-Painting, A.A. Degree Major
- b. Pictorial Arts-Printmaking, A.A. Degree Major
- c. University Studies-Emphasis in Fine and Performing Arts, A.A. Degree Major

Transfer Acceptability: UC, CSU

Changed title, updated description, objectives, outline and textbooks.

*Lily Glass*

2. Course Number and Title: ART 120 Foundations of Life Drawing

Discipline: Art (ART)

Prerequisites: ART 102

Course Included in the following programs:

- a. Art History, A.A. Degree Major
- b. Pictorial Arts-Painting, A.A. Degree Major
- c. Pictorial Arts-Printmaking, A.A. Degree Major
- d. Graphic Design, A.S. Degree Major
- e. Illustration, A.S. Degree Major
- f. University Studies-Emphasis in Fine and Performing Arts, A.A. Degree Major
- g. Family and Consumer Science-General, A.S. Degree Major

Transfer Acceptability: UC, CSU

Changed title, removed college-level drawing prerequisite, added ART 102 as prerequisite, updated description, objectives, outline, textbooks and methods of assessment.

*Lily Glass*

3. Course Number and Title: ART 121 Intermediate Life Drawing

Discipline: Art (ART)

Prerequisites: ART 120

Course Included in the following programs:

- a. Illustration, A.S. Degree Major
- b. Pictorial Arts-Painting, A.A. Degree Major
- c. University Studies – Emphasis in Fine and Performing Arts, A.A. Degree Major

Transfer Acceptability: UC, CSU

Changed title, updated description, objectives, methods of instruction, outline and textbooks.

*Lily Glass*

4. Course Number and Title: ART 125 Introduction to Portraiture

Discipline: Art (ART)

Prerequisites: ART 102

Course Included in the following programs:

- a. Illustration, A.S. Degree Major

Transfer Acceptability: UC, CSU

Changed title, removed ARTI 100 as prerequisite, updated description, objectives, outline and textbooks.

*Lily Glass*

5. Course Number and Title: ART 220 Introduction to Painting

Discipline: Art (ART)

Prerequisites: ART 102

Course Included in the following programs:

- a. Illustration, A.S. Degree Major
- b. Pictorial Arts-Painting, A.A. Degree Major
- c. Pictorial Arts-Printmaking, A.A. Degree Major

Transfer Acceptability: UC, CSU  
Changed title, removed ART 103 as prerequisite, added ART 102 as prerequisite, updated description, objectives, outline and textbook.  
*Lily Glass*

6. Course Number and Title: ARTI 210 Illustration I - Rendering Techniques  
Short Title: Illustration I-Rendering Tech  
Discipline: Art-Illustration (ARTI)  
Prerequisites: ARTI 100

Course Included in the following programs:  
a. Illustration, A.S. Degree Major  
b. Pictorial Arts-Painting, A.A. Degree Major  
c. Pictorial Arts-Printmaking, A.A. Degree Major

Transfer Acceptability: CSU  
Updated title, minor description change, updated content and textbook.  
*Lily Glass*

7. Course Number and Title: BUS 210 Business Office Procedures  
Discipline: Business Education (BUS)

Course Included in the following programs:  
a. International Administrative Assistant, A.S. Degree Major/Cert. of Achievement  
b. Administrative Assistant, A.S Degree Major/Cert. Of Achievement  
c. Receptionist, Certificate of Proficiency  
d. Virtual Assistant, Certificate of Proficiency

Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Changed from OIS 205 to BUS 210, updated title, increased LEC hours to 3, removed LAB hours, added BUS 104 and BUS 166 as completion of or concurrent enrollment, removed OIS 102 as recommended preparation, updated description, methods of instruction, content, textbook, required reading, outside assignments, and critical thinking, added suggested reading.  
*Judith L. Dolan*

8. Course Number and Title: BUS 84 Healthcare Writing Techniques  
Discipline: Business Education (BUS)  
Prerequisites: OIS 80

Course Included in the following programs:  
a. Medical Office Specialist, A.S. Degree Major

Distance Learning Offering(s): Online  
Changed from OIS to BUS, updated textbook.  
*Judith L. Dolan*

9. Course Number and Title: CFT 110A Period Case Furniture Design  
Discipline: Cabinet and Furniture Technology (CFT)  
Prerequisites: CFT 105

Course Included in the following programs:  
a. Case Furniture Construction/Manufacturing, A.S. Degree Major/Cert. Achievement  
b. Carving Technology, A.S. Degree Major/Cert. of Achievement  
c. Veneering Technology, A.S. Degree Major/Cert. of Achievement

Transfer Acceptability: CSU  
Updated title, changed number from CFT 110 to 110A, updated description, objectives, methods of instruction, content, outside assignments and required writing, changed CB05 to "transfer to CSU," changed XB09 to "includes work based learning."  
*Jon K. Stone*

10. Course Number and Title: CFT 111A Period Case Furniture Production  
Short Title: Period Case Furniture Prod  
Discipline: Cabinet and Furniture Technology (CFT)  
Prerequisites: CFT 110A

Course Included in the following programs:  
a. Case Furniture Construction/Manufacturing, A.S. Degree Major/Cert. Achievement  
b. Carving Technology, A.S. Degree Major/Cert. of Achievement  
c. Veneering Technology, A.S. Degree Major/Cert. of Achievement

Transfer Acceptability: CSU  
Updated title, changed number from CFT 111 to 111A, reflected number change of CFT 110 to CFT 110A as prerequisite, updated description, methods of instruction, outline and required writing, changed CB05 to "transfer to CSU."

*Jon K. Stone*

11. Course Number and Title: CFT 132A Ukulele Making I/Tenor Ukulele  
Discipline: Cabinet and Furniture Technology (CFT)  
Prerequisites: CFT 100  
Course Included in the following programs:  
a. Guitar Making Technology, A.S. Degree Major/Cert. Achievement  
Transfer Acceptability: CSU  
Updated title, changed number from CFT 132 to 132A, updated description, objectives, outline and required writing.

*Jon K. Stone*

12. Course Number and Title: CFT 133A Guitar Technician I/Set-Up  
Discipline: Cabinet and Furniture Technology (CFT)  
Prerequisites: CFT 100  
Course Included in the following programs:  
a. Guitar Making Technology, A.S. Degree Major/Cert. Achievement  
Transfer Acceptability: CSU  
Updated title, changed number from CFT 133 to 133A, updated description, objectives and outline.

*Jon K. Stone*

13. Course Number and Title: CFT 134A Electric Guitar Construction I/Solid Body  
Short Title: Elec Guitar Const I/Solid Body  
Discipline: Cabinet and Furniture Technology (CFT)  
Prerequisites: CFT 100  
Course Included in the following programs:  
a. Guitar Making Technology, A.S. Degree Major/Cert. Achievement  
Transfer Acceptability: CSU  
Updated title, changed number from CFT 134 to 134A, updated description, objectives and outline.

*Jon K. Stone*

14. Course Number and Title: CFT 144 Production Wood Products I  
Discipline: Cabinet and Furniture Technology (CFT)  
Prerequisites: CFT 100  
Course Included in the following programs:  
a. Carving Technology, A.S. Degree Major/Cert. of Achievement  
b. Veneering Technology, A.S. Degree Major/Cert. of Achievement  
c. Woodworking Skills Technology, A.S. Degree Major/Cert. of Achievement  
Transfer Acceptability: CSU  
Changed title, added 3 and 4 units, added 1.5 and 2 LEC hours, and 4.5 and 6 LAB hours, added CFT 100 as prerequisite, updated description, objectives, methods of instruction, outline and required writing.

*Jon K. Stone*

15. Course Number and Title: CFT 145 Production Wood Products II  
Discipline: Cabinet and Furniture Technology (CFT)  
Prerequisites: CFT 144  
Course Included in the following programs:  
a. Veneering Technology, A.S. Degree Major/Cert. of Achievement  
b. Woodworking Skills Technology, A.S. Degree Major/Cert. of Achievement  
Transfer Acceptability: CSU  
Changed title, added 3 and 4 units, added 1.5 and 2 LEC hours, and 4.5 and 6 LAB hours, added CFT 144 as prerequisite, updated description, objectives, outline and required writing.

*Jon K. Stone*

16. Course Number and Title: CFT 159A Chair and Tables/Prototype Construction I  
Short Title: Chairs & Tables/Prototype I  
Discipline: Cabinet and Furniture Technology (CFT)  
Prerequisites: CFT 105  
Course Included in the following programs:  
a. Table and Chair Manufacturing, A.S. Degree Major/Cert. Achievement  
Transfer Acceptability: CSU  
Updated title, changed number from CFT 157 to 159A, updated description, objectives, methods of instruction and outline, changed CB05 to "transfer to CSU," and XB09 to "includes work based learning."

*Jon K. Stone*

17. Course Number and Title: CFT 159B Chair and Tables/Prototype Construction II

Short Title: Chairs & Tables/Prototype II  
Discipline: Cabinet and Furniture Technology (CFT)  
Prerequisites: CFT 105  
Course Included in the following programs:  
a. Table and Chair Manufacturing, A.S. Degree Major/Cert. Achievement  
Updated title, changed number from CFT 161 to 159B, updated description, objectives and methods of instruction, changed XB09 to "includes work based learning."  
*Jon K. Stone*

18. Course Number and Title: CFT 160A Chairs and Tables/Production Manufacturing I  
Short Title: Chairs & Tables/Prod Mfg I  
Discipline: Cabinet and Furniture Technology (CFT)  
Prerequisites: CFT 159A  
Course Included in the following programs:  
a. Table and Chair Manufacturing, A.S. Degree Major/Cert. Achievement  
Transfer Acceptability: CSU  
Updated title, changed number from CFT 158 to 160A, reflected number change of CFT 157 to CFT 159A as prerequisite, updated description, objectives, and methods of instruction, changed CB05 to "transfer to CSU," and XB09 to "includes work based learning."  
*Jon K. Stone*

19. Course Number and Title: CFT 160B Chairs and Tables/Production Manufacturing II  
Short Title: Chairs & Tables/Prod Mfg II  
Discipline: Cabinet and Furniture Technology (CFT)  
Prerequisites: CFT 159B  
Course Included in the following programs:  
a. Table and Chair Manufacturing, A.S. Degree Major/Cert. Achievement  
Transfer Acceptability: CSU  
Updated title, changed number from CFT 162 to 160B, reflected number change of CFT 161 to CFT 159B as prerequisite, updated description, and objectives, changed CB05 to "transfer to CSU," changed CB09 to "Occupational", changed XB09 to "includes work based learning."  
*Jon K. Stone*

20. Course Number and Title: CFT 165A Cabinetry Design/Face Frame  
Discipline: Cabinet and Furniture Technology (CFT)  
Prerequisites: CFT 105  
Course Included in the following programs:  
a. Cabinetmaking and Millwork, A.S. Degree Major/Cert. Achievement  
Transfer Acceptability: CSU  
Updated title, changed number from CFT 165 to 165A, updated description, objectives, outline and suggested reading, changed CB05 to "transfer to CSU," and XB09 to "includes work based learning."  
*Jon K. Stone*

21. Course Number and Title: CFT 165B Cabinetry Design/European  
Discipline: Cabinet and Furniture Technology (CFT)  
Prerequisites: CFT 105  
Course Included in the following programs:  
a. Cabinetmaking and Millwork, A.S. Degree Major/Cert. Achievement  
Updated title, changed number from CFT 167 to 165B, updated description, objectives and outline, changed XB09 to "includes work based learning."  
*Jon K. Stone*

22. Course Number and Title: CSCI 212 Machine Organization and Assembly Language  
Short Title: Machine Org/Assembly Language  
Discipline: Computer Science and Information Systems - Computer Science (CSCI)  
Prerequisites: CSCI 114  
Course Included in the following programs:  
a. Computer Science, A.S. Degree Major/Cert. Achievement  
b. Computer Science with Emphasis in Video Gaming, A.S. Degree Major  
c. University Studies – Emphasis in Business, A.A. Degree Major  
d. University Studies – Emphasis in Mathematics and Science  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Computer Assisted, Online  
Updated title, increased LEC hours to 3.5, decreased LAB hours to 1.5, replaced CSCI 110 with CSCI 114 as prerequisite, updated description and textbook, removed television.  
*Walter R. Pistone*



23. Course Number and Title: DNCE 182 / ART 182 / AMS 182 / MUS 182 / TA 182 Introduction to Arts Management  
Short Title: Intro to Arts Management  
Discipline: Dance (DNCE) / Art (ART) / American Studies (AMS) / Music (MUS) / Theatre Arts (TA)  
Transfer Acceptability: CSU  
Updated methods of instruction, textbooks, required reading, critical thinking and methods of assessment.  
*Patriceann J. Mead*

24. 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--Emphasis in 3D Modeling and Animation A.S. Degree Major/Cert. Achievement  
d. Interactive Media Design--Emphasis in Multimedia Design A.S. Degree Major/Cert. Achievement  
e. New Media Compositing/Authoring/Distribution A.S. Degree Major/Cert. Achievement  
Transfer Acceptability: CSU  
Removed GCMW 101 as prerequisite, replaced GCMW 165 with GCMW 101 as recommended preparation option, updated description, objectives, methods of instruction, outline, textbooks, suggested reading, outside assignments, critical thinking, required writing and methods of assessment.  
*Mark J. Bealo*

25. Course Number and Title: MUS 224 Introduction to Jazz Piano  
Discipline: Music (MUS)  
Prerequisites: MUS 117, or the passing of equivalency test  
Course Included in the following programs:  
a. Basic Music Skills, Certificate of Proficiency  
b. Music, A.A. Degree Major  
Transfer Acceptability: UC, CSU  
Decreased units from 2 to 0.5, removed LEC hours, reduced LAB hours from 3 to 2, updated methods of instruction, textbooks, critical thinking, required writing and methods of assessment, removed repeatability.  
*Ellen Weller*

**E. Credit Course Deactivations**

1. Course Number and Title: DR 42 Voice Recognition for Students with Disabilities  
Short Title: Voice Recognition/Disabilities  
Discipline: Disability Resource (DR)  
Reason for Deactivation: The number of students enrolling in this course has declined and with improved software technology training can be provided in a few hours in a computer lab.  
*Sherry Goldsmith*

**F. Distance Learning**

The following courses may be offered as distance learning and meet Title 5 Regulations 55200-55210, effective Fall 2014.

Catalog/Subject Number	Learning Offerings
BUS 181	<u>Online</u>
BUS 182	<u>Online</u>
BUS 210	<u>Online</u>
BUS 84	<u>Online</u>
CSCI 235	<u>Online</u>
CSCI 212	Computer Assisted, Online, <del>Television</del>
CSNT 122	<u>Online</u>

**G. Requisites and Advisories**

The establishment of the following advisories meets Title 5 Regulations 55003, effective Fall 2014.

Catalog Number	Type	Description	Proposal Type
ART 103	Prerequisite	ART 102	Change
ART 120	Prerequisite	<u>ART 102</u>	Change
ART 121	Prerequisite	ART 120	Change
ART 125	Prerequisite	<del>ART 100</del> , ART 102	Change

ART 220	Prerequisite	<del>ART 103</del> , <u>ART 102</u>	Change
ARTI 210	Prerequisite	ARTI 100	Change
BUS 181	Prerequisite	<u>BUS 180</u>	New
BUS 182	Prerequisite	<u>BUS 181</u>	New
BUS 84	Prerequisite	OIS 80	Change
CFT 110A	Prerequisite	CFT 105	Change
CFT 110B	Prerequisite	<u>CFT 105</u>	New
CFT 111A	Prerequisite	<del>CFT 110</del> <u>110A</u>	Change
CFT 111B	Prerequisite	<u>CFT 110B</u>	New
CFT 132A	Prerequisite	CFT 100	Change
CFT 133A	Prerequisite	CFT 100	Change
CFT 133B	Prerequisite	<u>CFT 133A</u>	New
CFT 134A	Prerequisite	CFT 100	Change
CFT 134B	Prerequisite	<u>CFT 134A</u>	New
CFT 144	Prerequisite	<u>CFT 100</u>	Change
CFT 145	Prerequisite	<u>CFT 144</u>	Change
CFT 159A	Prerequisite	CFT 105	Change
CFT 159B	Prerequisite	CFT 105	Change
CFT 160A	Prerequisite	<del>CFT 157-159A</del>	Change
CFT 160B	Prerequisite	<del>CFT 161-159B</del>	Change
CFT 165A	Prerequisite	CFT 105	Change
CFT 165B	Prerequisite	CFT 105	Change
CFT 167A	Prerequisite	<u>CFT 165A</u>	New
CFT 167B	Prerequisite	<u>CFT 165B</u>	New
CSCI 212	Prerequisite	<del>CFT 110</del> <u>114</u>	Change
CSCI 235	Prerequisite	<u>CSCI 230</u>	New
CSNT 122	Prerequisite	<u>CSNT 111</u>	New
DNCE 285	Corequisite	<u>DNCE 146</u>	New
GCMW 201	Prerequisite	<del>GCMW 101</del>	Change
GCMW 201	Recomm. Prep.	<del>GCMW 165-101</del> , GCMW 205	Change
MUS 224	Prerequisite	MUS 117 or passing of equivalency test	Change

### VIII. INFORMATION

#### A. Course Outline Reviews

The following courses have completed the course outline review process between February 14, 2014 and February 28, 2014 and are effective Fall 2014.

AIS	100	Introduction to American Indian Studies
AIS	115	A History of Southwest Indians
ID	100	Interior Design

#### B. 2013-2014 Curriculum Activity Summary

<b>Proposal Type</b>	<b>Current Agenda</b>	<b>2013-2014 Cumulative</b>
New Courses	13	51
Course Changes	25	155
Course Reactivations	0	2
Course Deactivations	1	20
Course Reviews (2/14/2014 – 2/28/2014)	3	48
New Programs	2	10
Program Changes	6	36
Program Deactivations	0	15
<b>Total Activity</b>	<b>50</b>	<b>337</b>

*Details of all program and course proposals may be viewed at [www.curricunet.com/palomar](http://www.curricunet.com/palomar). Select "track" and "check status" to view programs and courses. Select the Pencil icon in order to navigate through the various pages of the proposal. Reports include "COR," "PR" or "WR," Course Outline of Record or Program Report. "CC" displays proposed changes for the course outline of record or program.*

These items will be brought back for Faculty Senate ratification on March 24, 2014.

Rocco Versaci indicated that members of the Curriculum Committee have begun discussing the issue of including Student Learning Outcomes on the Course Outline of Record; the discussion was prompted by new Accreditation standards.

Blackboard Course  
Transfer Procedure:

At last week's meeting, Lillian Payn indicated that members of the Academic Technology Committee (ATC) are working on creating a process for course transfer to address issues of on-line material on Blackboard. Right now, course materials transfer within the Blackboard course shell as it is transferred to the new instructor. If the original instructor has backed up the materials, then he or she has a copy, but would have to also delete the materials if unwilling to share them with the new instructor. Otherwise the contents of the shell will transfer to the next instructor. The task for the ATC is to come up with a procedure to assure the smooth transition of the course from one instructor to another. Members of the ATC have begun the process with the following recommendations:

**It is the faculty's responsibility to back up Blackboard Courses.**

1. The department chair will notify the instructor to make a back-up prior to submitting change in Sys Sheet.
2. The department chair assigns self or adds self on sys sheet to any course that may potentially be reassigned.
3. The department chair may make a back-up. The department chair would distribute the back-up copy to the previous instructor.
4. The department chair would delete the Blackboard course if the previous instructor cannot be contacted or the previous instructor doesn't wish to share course content. (The next Service Pack 14 will have a bulk delete capability.)
5. The department chair submits the sys sheet with the re-assignment.

Discussion followed on the outline proposal, and some Senate members did not support Department Chairs backing up course materials as it would be an infringement on a faculty member's privacy as it relates to intellectual property rights. It was also noted that duties cannot be added to a Department Chair's responsibilities without first bringing them forward to PFF for negotiations.

Motion 3

MSC Fererro, Laughlin: The Faculty Senate asks that the Academic Technology remind full- and part-time faculty members that it is the responsibility of faculty to back-up all Blackboard courses. The motion carried.

Senate members agreed that the issue should go back to the Academic Technology for further discussion and/or recommendations on the remaining issues. The Senate is supportive of creating solutions to this issue and believes this motion is a good first step towards addressing these matters.

Term Lengths of  
Accreditation Co-Chair:

Copies of the duties and responsibilities of the Faculty Tri-Chair, Accreditation Steering Committee (Fall 2014 and Spring 2015) were distributed. At last week's meeting, Senate members supported having the next Tri-Chair appointment be for a one-year term, to the end of this cycle, and after that begin a three-year term. This would match with the Accreditation cycle.

Motion 4

MSC Laughlin, O'Brien: Faculty Senate support of the distribution of the position announcement for the Faculty Tri-Chair, Accreditation Steering Committee. The term of the position would be for one year, to the end of this cycle, and after that the position would provide three-year terms. The motion carried.

ACCJC Annual Report/  
Institution Set  
Standards:

Michelle Barton shared information about the ACCJC Annual Report of Institution-set Standards. In particular, she wanted the Senate's feedback on appropriate standards for Palomar in the following areas: course success rates, program completion (both degrees and certificates), and the transfer rate. Barton noted that as part of the institutional effectiveness review, Palomar is required to set standards that would be considered both reasonable and effective by peer external evaluators. These institution-set standards will be used to assess both institutional and programmatic performance.

Barton noted our current institution-set standards as well as the actual results. Our institution-set standard for course completion is 69% while our actual course completion rate for the fall 2013 semester was 71%. For degree completion, the current institution-set standard is 1,100 while in 2012-2013 the number of students who earned a degree was 1,170. Our standard for certificate completion is 1,200 while 1,400 students actually completed a certificate in 2012-2013.

Our institution-set standard for the number of students who transfer each year to a four-year college or university is 1,100. The actual number of students who transferred in 2012-2013 was 1,337. (Barton discussed how this last number was determined and the possibility of using alternative approaches for arriving at a more accurate figure.)

Lengthy discussion followed, particularly on the possibility of raising the institution-set standard for successful course completion from 69% to 70% based on data from several years. Senators' opinions varied on supporting an increase, and Senators discussed the pros and cons of both options. If the district chooses to remain at 69% as a standard for successful student course completion, a rationale must be included explaining the reasons for not increasing the percentage. Barton noted that the other two institution-set standards, for now, will probably remain the same.

This item will be brought back for further discussion on March 24, 2014.

Academic Calendar  
Workgroup:

The Academic Calendar Workgroup has not met.

Area D Meeting:

Greg Larson informed Senators that the resolutions for the upcoming Academic Senate Spring Session Area D meeting should be posted on the Academic Senate's website soon.

TERB: Revision of  
Forms:

Barb Kelber reported that at the March 24 meeting, Senate members will be asked to review the three versions of the Faculty Evaluation Forms: one for Counselors, one for Librarians, and one for teaching faculty. Senators were asked to pay special attention to the requirement for revision of the forms to foreground Student Learning Outcomes. Members of the Tenure & Evaluations Review Board (TERB) continue to learn of recent actions of the ACCJC regarding the connection between faculty evaluations and the production of and attention to Student Learning Outcomes. While there is now more attention to SLOs, Standard 3AC, which has been in place for a long time, states that all those directly responsible for student progress toward achieving learning outcomes will have an element of their individual evaluation relating to their performance in that area.

Kelber asked Senators to review the college's Mission Statement, paying particular attention to the language on learning outcomes.

This item will be brought back for further discussion on March 24, 2014.

ADJOURNMENT: The meeting was adjourned at 3:30 p.m.

Respectfully submitted,

Pam McDonough, Secretary