



Minutes of the
MEETING OF THE FACULTY SENATE
January 23, 2012

APPROVED

PRESENT: Monika Brannick, Melinda Carrillo, Haydn Davis, Jenny Fererro, Katy French, Lori Graham, Barb Kelber, Greg Larson, Teresa Laughlin, Jackie Martin-Klement, Christina Moore, Linda Morrow, Pam McDonough, Patrick O'Brien, Wendy Nelson, Lillian Payn, Perry Snyder, Diane Studinka, Fari Towfiq

ABSENT: Bruce Bishop

GUESTS: Dan Sourbeer

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

Welcome: Senators were welcomed back for the Spring semester.

Approval of Minutes:

Motion 1 MSC Laughlin, French: Faculty Senate approval of the minutes of December 5, 2011, as amended. The motion carried.

Public Comments: Fari Towfiq invited all to the upcoming event, "Education Under Fire," which will be held on Saturday, January 28th at 6:30 p.m. at 4005 Avenida de la Plata in Oceanside. Those present will hear the story of the Baha'I Institute for Higher Education, an incredible story of courage and resilience in a community denied one of its basic human rights, the right for education. More information can be found at <http://www.educationunderfire.com/>, or by calling (760) 583- 2488.

Christina Moore stated that The North County Higher Education Alliance (NCHEA), has provided information on two upcoming events:

- The North County Higher Education Alliance, Palomar College, and MiraCosta College present best practices for multi-disciplinary writing! "But I'm Not a Writing Instructor! (So What Can I Do About it?)," will be held on Friday, January 27, from 8:30 – 1:30 p.m. at the CSUSM Clarke Field House.
- Universal Design in Higher Education. Join colleagues from all three schools (Palomar, Mira Costa, and CSUSM) for this NCHEA sponsored event on Tuesday, February 28, 2012, from 12:30 – 3:30 p.m., at Aztlan A & B, Mira Costa College. More information is available by contacting Robert Erichsen at rerichsen@miracosta.edu.

Announcements: Monika Brannick announced that Marty Furch has resigned from the Senate due to other scheduling commitments. This will create a vacancy on the Faculty Council and the Strategic Planning Council. It is hoped that another Senator will be interested in filling those positions.

Committee
Appointments:

Motion 2 MSC O'Brien, Laughlin: Faculty Senate approval of the following committee appointments:

Academic Technology Committee
(10-12) Language and Literature
Lawrence Lawson/ESL

Curriculum Committee
(09-12) Social and Behavioral Sciences
Michelle Vogel Trautt/Behavioral Sciences

(11-14) Social and Behavioral Sciences
Daniella Ashburn- Economics/History/Political Science

Faculty Service Area Review Committee
(11-13) AMB&S
Ellen Weller/Performing Arts Department

Strategic Planning Council
(11-13)
Lawrence Lawson/Languages and Literature

The motion carried.

Motion 3 MSC Laughlin, Fererro: Faculty Senate acceptance of the results of the ballot for the following committee appointment:

Instructional Planning Council
(10-12) member of the subcommittee
Lesley Blankenship-Williams/Life Sciences

The motion carried.

Motion 4 MSC Laughlin, Kelber: Faculty Senate approval of the following committee appointment:

Academic Senate Senate Course Identification Numbering System (C-ID) Project
Katie Townsend-Merino, Psychology Faculty Discipline Review Group Lead

The Motion carried.

Curriculum: Senators were provided copies of the following Curriculum items electronically:

PALOMAR COLLEGE CURRICULUM COMMITTEE MEETING ACTION ITEMS

Wednesday, December 7, 2011

Room AA-140 at 3:00 p.m.

I. ACTION ITEMS

Details of all program and course proposals can be viewed at: <http://www.curricunet.com/palomar>

- Select "track,"
- From the list of pending proposals, select the Check Status button for the program or course you wish to view.
- Select the Pencil icon in order to navigate through the various pages of the proposal, or
- Select the "COR" or "WR" icon to view the Course Outline of Record or Program Report, or
- Select the "CC" icon to view a report that displays proposed changes for the course outline of record or program
- Select the "CR" icon to view a report that displays ALL proposed changes for the course

To View Packages

- Select Packages under Create/edit Proposals, select the Pencil icon to see individual proposals included in the Package. Various icons will be accessible for creating Reports or viewing the pages of each proposal.

II. CONSENT CALENDAR

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 curricular changes, pending appropriate approvals, will be effective FALL 2012:

A. Credit Course Program Packages

1. There are no Credit Course/Program Packages for this agenda.

B. Vocational Credit Course/Program Packages

Package Title: CSNT Deactivations and A.A. to A.S. change, Unit Change Discipline: Computer Science and Information Systems - Networking (CSNT)

Description: CSNT Deactivations eff. 2012 A.A. to A.S. designation Bringing degrees and C.A.s down to 30 degree specific units.

Nicholas R. Green

A. CSNT Program Changes

i. Program Title: Computer Network Administration with Emphasis: Cisco
Discipline: Computer Science and Information Systems - Networking (CSNT)
Award Type: A.S. Degree Major/Cert. Achievement 18 units/more
Total Units: 30

Converted A.A. Degree to A.S. Degree, updated catalog description, removed CSNT 120, 121, 140, 141, and 130 from degree major and reflected reduction in total units.

Nicholas R. Green

ii. Program Title: Computer Network Administration with Emphasis: Linux Management
Discipline: Computer Science and Information Systems - Networking (CSNT)

Award Type: A.S. Degree Major/Cert. Achievement 18 units/more
Total Units: 30

Converted A.A. Degree to A.S. Degree, updated catalog description, removed CSNT 160, 120, 221, 222, 224, 230 and 231 from degree major, added CSCI 132, reflected reduction in total units.

Nicholas R. Green

iii. Program Title: Computer Network Administration with Emphasis: Microsoft
Discipline: Computer Science and Information Systems - Networking (CSNT)

Award Type: A.S. Degree Major/Cert. Achievement 18 units/more
Total Units: 32.50

Converted A.A. Degree to A.S. Degree, updated catalog description, removed CSNT 160, 161, 180, 181, 260, and 261 and CSCI 130 from degree major, added CSNT 222, 224 and 235, reflected reduction in total units.

Nicholas R. Green

B. New CSNT Program

i. Program Title: Computer Network Administration with Emphasis: Network Technician Technologies
Discipline: Computer Science and Information Systems - Networking (CSNT)
Award Type: A.S. Degree Major/Cert. Achievement 18 units/more
Total Units: 30.00
Nicholas R. Green

C. CSNT Program Deactivations

i. Program Title: Cisco
Discipline: Computer Science and Information Systems - Networking (CSNT)
Award Type: Certificate of Proficiency
Total Units: 12
Reason for Deactivation: Department deactivating Certificates of Proficiencies.
Nicholas R. Green

ii. Program Title: Desktop Support Specialist - MCSA
Discipline: Computer Science and Information Systems - Networking (CSNT)
Award Type: Certificate of Proficiency
Total Units: 17.00
Reason for Deactivation: Department deactivating Certificates of Proficiencies.
Nicholas R. Green

iii. Program Title: Network Engineer - MCSE
Discipline: Computer Science and Information Systems - Networking (CSNT)
Award Type: Certificate of Proficiency
Total Units: 16.00 - 17.00
Reason for Deactivation: Department deactivating Certificates of Proficiencies.
Nicholas R. Green

C. Non-Credit Course/Program Packages

1. There are no Non-Credit Course/Program Packages for this agenda.

D. New Programs

1. This item approved separately. (*See VIII.A. Items removed from the Consent Calendar*)

E. New Vocational Programs

1. Program Title: Fire Fighter I Academy
Discipline: Fire Technology (FIRE)
Award Type: Certificate of Achievement
Total Units: 30.5
Carl Lofthouse

F. Program Reactivations

1. There are no Program Reactivations for this agenda.

G. Vocational Program Reactivations

1. There are no Vocational Program Reactivations for this agenda.

H. Program Changes

1. There are no Program Changes for this agenda.

I. Vocational Program Changes

1. Program Title: Accounting
Discipline: Accounting (ACCT)
Award Type: A.S. Degree Major or Certificate of Achievement
Total Units: 30
Converted A.A. Degree to A.S. Degree, reflected change from ACCT 103 to ACCT 201, removed ACCT 108, and added ACCT 202.

Carol Bruton

2. Program Title: Advertising, Marketing, and Merchandising
Discipline: Business Education (BUS)
Award Type: A.S. Degree Major or Certificate of Achievement
Total Units: 28.50 - 30.00
Converted A.A. Degree to A.S. Degree reflected changes; BUS 105 to ACCT 101, BUS 105L to ACCT 101L, ACCT 103 to ACCT 201.

Carol Bruton

3. Program Title: Bookkeeping/Accounting Clerk
Discipline: Accounting (ACCT)
Award Type: Certificate of Proficiency
Total Units: 8.50 - 10.00
Reflected changes; BUS 105 to ACCT 101, BUS 105L to ACCT 101L, ACCT 103 to ACCT 201.

Carol Bruton

4. Program Title: Business Administration
Discipline: Business Education (BUS)
Award Type: A.S. Degree Major
Total Units: 30 – 33
Converted A.A. Degree to A.S. Degree, reflected changes; ACCT 103 to ACCT 201, ACCT 108 to ACCT 202.

Carol Bruton

5. Program Title: Business-General
Discipline: Business Education (BUS)
Award Type: A.S. Degree Major
Total Units: 31.50 - 36.00
Converted A.A. Degree to A.S. Degree, reflected changes; BUS 105 to ACCT 101, BUS 105L to ACCT 101L, ACCT 103 to ACCT 201.

Carol Bruton

6. Program Title: Commercial and Personal Insurance Services
Discipline: Insurance (INS)
Award Type: A.S. Degree Major or Certificate of Achievement
Total Units: 33 – 36
Converted A.A. Degree to A.S. Degree, reflected change from ACCT 103 to ACCT 201

Carol Bruton

7. Program Title: Escrow
Discipline: Real Estate (RE)
Award Type: A.S. Degree Major or Certificate of Achievement
Total Units: 23.00 - 25.00
Converted A.A. Degree to A.S. Degree, reflected change from ACCT 103 to ACCT 201

Carol Bruton

8. Program Title: Fire Technology - Emergency Management
Discipline: Fire Technology (FIRE)
Award Type: A.S. Degree Major/Cert. Achievement 18 units/more
Total Units: 30.00
Converted from A.A. to A.S. degree, reflected unit increase to FIRE 151.

Carl Lofthouse

9. Program Title: International Business
Discipline: International Business (IBUS)
Award Type: A.S. Degree Major or Certificate of Achievement
Total Units: 35 – 37
Converted A.A. Degree to A.S. Degree, reflected change from ACCT 103 to ACCT 201

Carol Bruton

10. Program Title: Real Estate Broker License Preparation
Discipline: Real Estate (RE)
Award Type: A.S. Degree Major or Certificate of Achievement

Total Units: 24.00 - 26.00
Converted A.A. Degree to A.S. Degree, reflected change from ACCT 103 to ACCT 201
Carol Bruton

11. Program Title: Wastewater Technology Education
Discipline: Wastewater Technology Education (WWT)
Award Type: A.S. Degree Major/Cert. Achievement 18 units/more
Total Units: 27.00
Converted from A.A. to A.S. degree, added catalog description, removed WTE/WWT 225 from electives.
Mollie R. Smith

12. Program Title: Water Technology Education
Discipline: Water Technology Education (WTE)
Award Type: A.S. Degree Major/Cert. Achievement 18 units/more
Total Units: 30.00
Converted from A.A. to A.S. degree, removed WTE/WWT 225 from electives.
Mollie R. Smith

J. Program Deactivations

1. There are no Program Deactivations for this agenda.

K. Vocational Program Deactivations

1. There are no Vocational Program Deactivations for this agenda.

L. Credit Courses - New

1. Course Number and Title: LT 125 Developing Information Literacy Skills
Short Title: Information Literacy
Discipline: Library Technology (LT)
Transfer Acceptability: CSU
Distance Learning Offering(s): Video Two Way, Video One Way, Online
Standalone Course
Proposed for inclusion in Library Technology Associate Degree Major or Certificate of Achievement (*not yet proposed*).
Katy French

M. Credit Courses - Change

1. Course Number and Title: CINE 102 History of Film to 1945
Discipline: Cinema (CINE)
Associate Degree General Education - C: Humanities
CSU GE Area C: Arts and Humanities - C1: Arts
IGETC Area 3: Arts and Humanities - 3A: Arts
Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Online
Added Distance Learning.
Lisa Cecere

2. Course Number and Title: CSCI 222 C++ and Object-Oriented Programming
Short Title: C++/Object-Oriented Programming
Discipline: Computer Science and Information Systems - Computer Science (CSCI)
Prerequisites: CSCI 110, or CSCI 220
Course included in the following programs:
A. University Studies - Emphasis in Mathematics and Science A.A. Degree Major (*not proposed*)
B. Computer Science A.A. Degree Major or Certificate of Achievement (*proposed, not finished*)
C. Computer Science with Emphasis in Video Gaming A.A. Degree Major or Certificate of Achievement (*not proposed*)
Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Online
Decreased LAB hours, decreased unit value, updated outline.
Richard L. Stegman

3. Course Number and Title: CSIT 130 Windows 7

Discipline: Computer Science and Information Systems - Information Technology (CSIT)
Transfer Acceptability: CSU
Distance Learning Offering(s): Online
Standalone Course
Changed course title, description, outline, textbook
Anthony W. Smith

4. Course Number and Title: CSIT 131 Word
Discipline: Computer Science and Information Systems - Information Technology (CSIT)
Transfer Acceptability: CSU
Distance Learning Offering(s): Computer Assisted, Telecourse, Online
Repeatability: May be taken 2 times.
Standalone Course
Updated textbook.
Anthony W. Smith

5. Course Number and Title: CSIT 134 Outlook
Discipline: Computer Science and Information Systems - Information Technology (CSIT)
Transfer Acceptability: CSU
Distance Learning Offering(s): Computer Assisted, Telecourse, Online
Repeatability: May be taken 2 times.
Standalone Course
Updated objectives.
Stephen R. Perry

6. Course Number and Title: FIRE 151 Fire Fighter I Academy
Discipline: Fire Technology (FIRE)
Prerequisites: EME 106, or certification as an EMT 1, and admission to the Fire Fighter I Academy program
Course Included in the following programs:
 A. Fire Fighter I Academy, Certificate of Achievement (*proposed*)
 B. Fire Technology - Emergency Management, A.S. Degree Major/Cert. Achievement 18 units/more (*proposed*)
 C. Fire Technology - General, A.S. Degree Major/Cert. Achievement 18 units/more (*proposed*)
Transfer Acceptability: CSU
Increased LEC hours and LAB hours, increased unit value, updated catalog description, methods of instruction, textbook, and methods of assessment.
Carl Lofthouse

7. Course Number and Title: LS 290 Contemporary Legal Issues
Discipline: Legal Studies (LS)
Prerequisites: LS 105
Course Included in the following programs:
 A. Legal Studies, A.A. Degree Major (*completed*)
Transfer Acceptability: CSU
Distance Learning Offering(s): Video Two Way, Telecourse
Removed PLS cross-listing, increased LEC hours, increased unit value, updated methods of assessment, and textbook.
Angelo J. Corpora

8. Course Number and Title: PHYS 232 Principles of Physics
Discipline: Physics (PHYS)
Prerequisites: PHYS 231, or PHYS 201 and MATH 205
Associate Degree General Education - B: Natural Sciences
CSU GE Area B: Scientific Inquiry and Quantitative - B1: Physical Science
CSU GE Area B: Scientific Inquiry and Quantitative Reasoning - B3: Laboratory Activity
IGETC Area 5: Physical and Biological Sciences - 5A: Physical Science
IGETC Area 5: Physical and Biological Sciences - 5C: Laboratory Activity
Transfer Acceptability: UC, CSU
Added PHYS 201 as prerequisite option.
Takashi Nakajima

M. Credit Courses – Reactivations

1. There are no Credit Course Reactivations for this agenda.

N. Credit Courses - Deactivations

1. Course Number and Title: RE 49 California Real Estate License Exam Preparation
Short Title: CA REAL EST LICENSE EXAM PREP
Discipline: Real Estate (RE)
Prerequisites: RE 100
Grading Basis: Pass/No Pass Only
Repeatability: May be taken 2 times.

Reason for Deactivation: This is an orphan course. It's not part of any of our programs. We think it should be offered through Venture.
Mary Cassoni

O. Non Credit Course – New

1. There are no New Noncredit Courses for this agenda.

P. Non Credit Course - Change

1. There are no Non Credit Course Changes for this agenda.

Q. Non Credit Course - Deactivation

1. There are no Non Credit Course Deactivations for this agenda.

R. Distance Learning*

The following courses may be offered as distance learning and meet Title 5 Regulations 55200-55210, effective Fall 2012.

Catalog/Subject Number	Distance Learning Offerings (s)
CINE 102	<u>Online</u>
CSCI 222	Online
CSIT 130	Online
CSIT 131	Computer Assisted, Telecourse, Online
CSIT 134	Computer Assisted, Telecourse, Online
LS 290	Video Two Way, Telecourse
LT 125	<u>Video Two Way, Video One Way, Online</u>

*underline indicates new, ~~strikethrough~~ indicates deletion, plain text indicates no change

S. Requisites and Advisories*

The establishment of the following advisories meets Title 5 Regulations 55003, effective Fall 2012.

Catalog Number	Type	Description	Proposal Type
CSCI 222	Prerequisite	CSCI 110 or CSCI 220	Change
FIRE 151	Prerequisite	EME 106, or certification as an EMT 1, and admission to the Fire Fighter I Academy program	Change
LS 290	Prerequisite	LS 105	Change
PHYS 232	Prerequisite	PHYS 231, or PHYS 201 and MATH 205	Change

*underline indicates new, ~~strikethrough~~ indicates deletion, plain text indicates no change

VIII. RESUMPTION OF REGULAR AGENDA

A. ITEMS REMOVED FROM THE CONSENT CALENDAR

1. Program Title: Associate in Science for Transfer in Mathematics
Discipline: Mathematics (MATH)
Award Type: AS-T Transfer Major (18 units or more)
Total Units: 19.00 - 22.00
Monika Brannick

B. The following curricular changes, pending appropriate approvals, will be effective FALL 2011:

1. Package Title: Distance Learning for World Languages
Discipline: French (FREN)

Description: Distance Learning is being added to Chinese, French, German and Italian courses in which students are required to complete hours in the language lab.

Chantal Mahar

a. World Languages Course Changes

i. Course Number and Title: CHIN 102 Chinese II

Discipline: Chinese (CHIN)

Prerequisites: CHIN 101 or two years of high school Chinese

Associate Degree General Education - C: Humanities

CSU GE Area C: Arts and Humanities - C2: Humanities

Transfer Acceptability: UC, CSU

Distance Learning Offering(s): Computer Assisted, Video Two Way, Video One Way, Telecourse, Online Added Computer Aided Instruction.

Chantal R. Mahar

ii. Course Number and Title: FREN 101 French I

Discipline: French (FREN)

Associate Degree General Education - C: Humanities

CSU GE Area C: Arts and Humanities - C2: Humanities

IGETC Area 6: Language other than English (101 level only) - 6A: Language other than English

Transfer Acceptability: UC, CSU

Distance Learning Offering(s): Computer Assisted, Video Two Way, Video One Way, Telecourse, Online Added Computer Aided Instruction.

Chantal R. Mahar

iii. Course Number and Title: FREN 102 French II

Discipline: French (FREN)

Prerequisites: FREN 101 or two years of high school French

Associate Degree General Education - C: Humanities

CSU GE Area C: Arts and Humanities - C2: Humanities

Transfer Acceptability: UC, CSU

Distance Learning Offering(s): Computer Assisted, Video Two Way, Video One Way, Telecourse, Online Added Computer Aided Instruction and outside assignment.

Chantal R. Mahar

iv. Course Number and Title: GERM 101 German I

Discipline: German (GERM)

Associate Degree General Education - C: Humanities

CSU GE Area C: Arts and Humanities - C2: Humanities

IGETC Area 6: Language other than English (101 level only) - 6A:

Language other than English

Transfer Acceptability: UC, CSU

Distance Learning Offering(s): Computer Assisted, Video Two Way, Video One Way, Telecourse, Online Added Computer Aided Instruction.

Chantal R. Mahar

v. Course Number and Title: GERM 102 German II

Discipline: German (GERM)

Prerequisites: GERM 101 or two years of high school German

Associate Degree General Education - C: Humanities

CSU GE Area C: Arts and Humanities - C2: Humanities

Transfer Acceptability: UC, CSU

Distance Learning Offering(s): Computer Assisted, Video Two Way, Video One Way, Telecourse, Online Added Computer Aided Instruction.

Chantal R. Mahar

vi. Course Number and Title: ITAL 101 Italian I

Discipline: Italian (ITAL)

Associate Degree General Education - C: Humanities

CSU GE Area C: Arts and Humanities - C2: Humanities

IGETC Area 6: Language other than English (101 level only) - 6A:

Language other than English

Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Computer Assisted, Video Two Way, Video One Way, Telecourse, Online
Added Computer Aided Instruction and textbooks.
Chantal R. Mahar

vii. Course Number and Title: ITAL 102 Italian II
Discipline: Italian (ITAL)
Prerequisites: ITAL 101, or two years of high school Italian
Associate Degree General Education - C: Humanities
CSU GE Area C: Arts and Humanities - C2: Humanities
Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Computer Assisted, Video Two Way, Video One Way, Telecourse, Online
Updated methods of Instruction, textbooks, added Computer Aided Instruction.
Chantal R. Mahar

2. Course Number and Title: SPAN 101 Spanish I
Discipline: Spanish (SPAN)
Associate Degree General Education - C: Humanities
CSU GE Area C: Arts and Humanities - C2: Humanities
IGETC Area 6: Language other than English (101 level only) - 6A: Language other than English
Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Computer Assisted, Telecourse, Online
Updated textbooks, added Computer Aided Instruction.
Kathleen M. Sheahan

3. Course Number and Title: SPAN 102 Spanish II
Discipline: Spanish (SPAN)
Prerequisites: SPAN 101, or SPAN 101B, or two years of high school Spanish
Associate Degree General Education - C: Humanities
CSU GE Area C: Arts and Humanities - C2: Humanities
Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Computer Assisted, Telecourse, Online
Added Computer Aided Instruction.
Carlos Pedroza

4. Course Number and Title: SPAN 201 Spanish III
Discipline: Spanish (SPAN)
Prerequisites: SPAN 102, or SPAN 102B, or three years of high school Spanish
Associate Degree General Education - C: Humanities
CSU GE Area C: Arts and Humanities - C2: Humanities
IGETC Area 3: Arts and Humanities - 3B: Humanities
Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Computer Assisted, Video Two Way, Video One Way, Telecourse, Online
Added Computer Aided Instruction.
Carlos Pedroza

C. Distance Learning*

The following courses may be offered as distance learning and meet Title 5 Regulations 55200-55210, effective Fall 2011.

Catalog/Subject Number	Distance Learning Offerings (s)
SPAN 101	<u>Computer Assisted</u> , Telecourse, Online
SPAN 102	<u>Computer Assisted</u> , Telecourse, Online
SPAN 201	Computer Assisted, Video Two Way, Video One Way, Telecourse, Online

*underline indicates new, ~~strikethrough~~ indicates deletion, plain text indicates no change

D. Requisites and Advisories*

The establishment of the following advisories meets Title 5 Regulations 55003, effective Fall 2011.

Catalog Number	Type	Description	Proposal Type
CHIN 102	Prerequisite	CHIN 101 or two years of high school Chinese	Change

FREN 102	Prerequisite	FREN 101 or two years of high school French	Change
GERM 102	Prerequisite	GERM 101 or two years of high school German	Change
ITAL 102	Prerequisite	ITAL 101 or two years of high school Italian	Change
SPAN 102	Prerequisite	SPAN 101, or SPAN 101B, or two years of high school Spanish	Change
SPAN 201	Prerequisite	SPAN 102, or SPAN 102B, or three years of high school Spanish	Change

**underline indicates new, ~~striketrough~~ indicates deletion, plain text indicates no change*

E. Curriculum Committee Governance Structure (Follows)

F. INFORMATION

- a. Academic Senate – Legislative Updates
- b. 2011-2012 Curriculum Activity Summary

	Current Agenda	2011-12 Cumulative
New Courses	1	12
Course Revisions	11	53
Course Deactivations	3	31
Course Reviews (11/9/2011 – (12/2/2011)	0	3
New Programs	3	3
Program Revisions	15	25
Program Deactivations	3	5
Total Activity	36	132

GOVERNANCE STRUCTURE GROUP REQUEST

Request submitted by Berta Cuaron and Gregory Larson,

Proposed Name of Requested Group Curriculum Committee

Council	X	Committee		Subcommittee		Task Force
Action Requested:		Add		Delete		Change

Role, Products, Reporting Relationships: The Curriculum Committee shall be the preeminent body for the development and recommendation of curricular policy to include philosophy, goals, strategic and long-range planning. The Curriculum Committee shall coordinate, evaluate and review the college curricula to encourage innovation and excellence in instruction.

Reporting Relationship

- Faculty Senate for ratification of its action and then via the Vice President for Instruction and the Superintendent/President to the Governing Board.

Co-Chairs, Curriculum Committee

Date December 7, 2011

Meeting Schedule: 3 – 5 p.m., 1st and 3rd Wednesdays, or as needed.

Co-Chairs: Vice President for Instruction and Faculty Senate Representative

Members:

- Four faculty representatives from each of the following divisions: Languages and Literature; Social and Behavioral Sciences; Mathematics and the Natural and Health Sciences; Arts, Media, Business and Computing Systems; and Career, Technical, and Extended Education.
- Vice President, Instruction (Co-Chair)
- All Instructional Deans
- Faculty Senate Representative (Co-Chair)
- Faculty Representative from Library
- Faculty Representative from Student Services
- Articulation Officer
- Representatives from appropriate areas will be solicited and appointed by the Senate.
- Student appointed by ASG
- Members will serve a three-year term with 1/3 of the membership confirmed each year.
- Learning Outcomes Faculty Co-Chair

I. Tasks

- A. It shall be the responsibility of the co-chairs to keep matters of strategic and long-range planning before the Curriculum Committee. Each fall semester, the co-chairs shall identify the strategic planning goals for the year and shall produce a report for Committee review no later than the last meeting of the year on goals met. In addition, the philosophy and goals of the college shall be reviewed annually from the perspective of the College Curriculum Committee.
1. Approval of new instructional, AA Degree, Certificate and Noncredit programs.
 - a. Reviews proposed programs to determine consistency with educational master plan
 - b. Prevents unnecessary duplication and overlap among programs and courses.
 - c. Validates transfer and vocational programs in terms of educational and employment opportunities
2. Approval of new courses for inclusion in the College Catalog.
 - a. Edits language of catalog description
 - b. Validates appropriate unit value
 - c. Assigns placement within Associate Degree and CSU GE requirements
 - d. Approves placement within AA and Certificate Programs
 - e. Approves course prerequisites and co-requisites
 - f. Approves basic skills entrance requirements
 - g. Approves cross-listings
 - h. Validates appropriateness of transfer and vocational courses
 - i. Monitors consistency of course numbers
3. Approval of changes to existing programs and courses in keeping with 1 and 2 above.
4. Approval of deactivations of courses and programs from the College Catalog.
5. Establishes procedures for, and conducts a periodic review of, programs and courses.
 - a. Annually reviews courses inactive for four years
 - b. Receives the annual report of the Articulation Officer
6. Recommends college-wide academic performance standards including, but not limited to:
 - a. Graduation requirements
 - b. Minimum academic qualifications and standards for:
 - i. Math and English
 - ii. AA Degree applicable courses
 - iii. Non-AA Degree applicable courses
 - iv. Noncredit courses
 - c. Writing Across the Curriculum
 - d. Reading Across the Curriculum
 - e. Critical Thinking Across the Curriculum
7. Monitors Course Outline of Record routine reviews.
8. Establishes standing and/or ad hoc committees as needed.

II. Division of Labor

A. Membership to the subcommittees shall be appointed by the Co-Chairs maintaining the balance and continuity reflected in the membership of the Curriculum Committee as a whole. The tasks identified above shall be accomplished through the following subcommittees/or task force:

1. Committee of the whole:
Duties apply to all new courses, programs, and changes in existing courses and programs:
 - a. Prevents unnecessary duplication and overlap among programs
 - b. Approves placement within AA and Certificate Programs
 - c. Approves cross-listings
 - d. Develops criteria for a timely and systematic review of Course Outline of Record
 - e. Edits language of catalog description and Course Outline of Record
 - f. Recommends college-wide academic performance standards including, but not limited to:
 - i. Writing Across the Curriculum
 - ii. Reading Across the Curriculum
 - iii. Critical Thinking Across the Curriculum
 - g. Monitors consistency of course numbers
 - h. Validates appropriate unit value
 - i. Approves course prerequisites and co-requisites
 - j. Approves distance learning offerings.
2. Articulation Officer– General Education and Standards
Duties:
 - a. Assigns placement of new courses within Associate Degree, CSU GE and IGETC.
 - b. Approves changes to existing courses with respect to assigning placement within Associate Degree, CSU GE and IGETC.
 - c. Creates the annual report. Recommends college-wide academic performance standards including, but not limited to:
 - i. Graduation requirements
 - ii. Minimum academic qualifications and standards for:
 - 1) Math and English (basic skills)
 - 2) AA Degree applicable courses
 - 3) Non-degree applicable courses
3. Multicultural Requirement Subcommittee
Duties: To review:
 - a. Multicultural courses.
 - b. Equivalency of multicultural courses.
 - c. Review of multicultural status every five years.
 - d. Other issues as assigned
4. Distance Learning Subcommittee
Duties: To review:
 - a. Distance Learning components of all courses
5. Requisite Subcommittee
 - a. Review of Prerequisites, Co-Requisites, Recommended Preparations and Limitations on Enrollment.
 - b. Review Validation and Supporting Information for Prerequisites, Co-Requisites, Recommended Preparations and Limitations on Enrollment.

III. Procedure

A. Any proposal will proceed through the following channels:
Faculty originator, Program/Department, Division Dean, the Articulation Officer, and the Curriculum Planning Subcommittee Multicultural Requirement, Distance Learning and Requisite Subcommittees if appropriate, Curriculum Co-Chairs, Main Curriculum Committee, Faculty Senate, Vice President for Instruction, Superintendent/President, Governing Board.
The Curriculum Committee as a whole shall have responsibility for recommending approval to the Governing Board via the Faculty Senate. It shall be the responsibility of the faculty co-chair to facilitate this procedure.

Revised PAC 5/8/99 Approved Strategic Planning Council 12/3/03 Revised Curriculum Committee
5/5/04 Approved Faculty Senate 5/10/04
Revised Curriculum Committee 4/5/06, Faculty Senate 4/17/06
Revised Curriculum Committee 9/17/08, Faculty Senate 10/20/08

If change is requested, attach current structure and list proposed changes.

_____ Approved/Denied Faculty Senate

Comments:

Approved by PAC: 10/2/01

These items will be brought back for Faculty Senate ratification at next week's meeting.

Visit from the
Statewide Academic
Senate:

Monika Brannick reported that members of the Executive Committee of the Statewide Academic Senate attempt to visit as many local Senates as possible each year. Some Senates have not been visited in a while, including Palomar's Faculty Senate. Brannick received an email from Beth Smith, the Vice President of the Academic Senate for California Community Colleges, with a request to schedule a visit in the coming weeks. Brannick indicated that she would invite her to a Senate meeting in February.

Digital Humanities
Challenge Grant:

Monika Brannick indicated that the deadline for the Digital Humanities Challenge Grant is in early February. Because the deadline is so close, the faculty members applying for this grant felt they would have not enough time to complete the process. Therefore, the application process has been postponed until the fall semester.

Senators discussed the current process used for grant application, and questioned whether a formal process exists at Palomar. Currently, a faculty member would discuss their intent to apply for a grant with their dean and the Vice President of Instruction. Michelle Barton would also be included in the discussion because of her expertise in the grant writing process. Some Senators also questioned whether a formal procedure was necessary as it might simply complicate the process.

Monika Brannick indicated that she would place this item on next week's agenda for further discussion.

Distinguished Faculty
Award:

Patrick O'Brien indicated that currently there is nothing in writing concerning the Distinguished Faculty Award's (DFA) role, responsibility, or reporting relationship. Carol Bruton, the current chair of the DFA committee, indicated that the committee currently utilizes the following procedure:

For the person who wins the DFA award, they help as the "vice chair" on the committee the year they win and they are the "chair" of the committee the following year. They are then on the committee for one more year (to help the new chair) and then they are done. The other openings are for interested fulltime and part-time faculty.

The committee has no formal reporting relationship with the Senate, though the Senate does provide and fund the plaques that are distributed at the Plenary Session. Senators agreed that the committee should report to the Senate when the need arises, and create a formal structure which lists its roles, responsibilities, and membership. O'Brien will contact the current chair and report on the Senate's discussion.

Student Success
Task Force
Recommendations:

Monika Brannick reported that, on January 9th, she listened to the Board of Governors meeting on the Student Success Task Force Recommendations. The recommendations were accepted by the Board unanimously and faculty and students were encouraged to participate in the discussions regarding their implementation. The Academic Senate is also taking the lead and giving advice to local Senates on how to proceed.

Senators discussed the need to create a Palomar College Student Success Task force to review the SSTF recommendations and to determine which of these recommendations Palomar already has in place, including how they align with the SSTF recommendations. It was suggested that two additional forums be held for faculty, staff, and students to ensure that there are as many opportunities as possible to provide information. When asked if the topic is discussed at the Department Chairs & Directors meetings, some Senators indicated that, although the issue has been raised, the group has not spent much time discussing it.

Accreditation: Monika Brannick stated that the Accreditation Mid-Term Report has been forwarded on to the Governing Board, who will review it at their January 25 meeting.

Policies & Procedures: Members of the Policies & Procedures Task Force will meet on January 27. The group reviewed the Academic Freedom P & P at their last meeting.

Instructional Planning Council: Linda Morrow reported that members of the Instructional Planning Council continue with their review of PRPs for prioritization of staffing requests.

Faculty Service Area Committee: Lori Graham indicated that members of the Faculty Service Area Committee are currently preparing a presentation for Department Chairs and Directors, as well as one that will be utilized for Professional Development purposes.

Palomar Faculty Federation: Perry Snyder stated that members of the EBoard accepted Shayla Sivert's resignation as PFF Co-President, as she has accepted the position of interim dean, and appointed Shannon Lienhart to the position. He added that the group is committed to transparency by attempting to emulate what has been accomplished with the Negotiations Council. The group currently has meetings scheduled each Thursday afternoon at 4:15 p.m.

Teresa Laughlin added that the Negotiations Advisory Council will continue to meet and discuss issues that affect working conditions. In terms of negotiations, meetings with the district will continue to be scheduled.

Learning Outcomes Council: Katy French provided the following Progress Report on SLOs (as of January 17, 2012):

Total Courses with SLOs: 94% (previously 93%)
Course SLOs with assessment results: 38% (previously 30%)
Programs:
Programs with SLOs: 75% (previously 69%)
Programs with assessment results: 25% (previously 23%).

The district is expected to be at proficiency level by fall 2012. The Mid-Term Report is due on March 15 and the Annual Report to ACCJC is expected to be due around the same time.

French added that members of the Learning Outcomes Council (LOC) are continuing their work on plans concerning General Education (GE) Institutional Outcomes. The LOC did receive grant funding from SPFF to assist in the process. Members of the LOC will continue to meet and hope to have timelines and other data posted for faculty soon.

Senators discussed ways to increase faculty participation. All LOC data is posted on their website, and is accessible by all, and emails are distributed regularly providing updates.

French requested that all faculty check to assure they have mapped their courses and programs properly to the GE ILOs in the POD as that will help in the assessment process this semester.

USDA HSI

Collaborative Grant:

Dean Dan Sourbeer provided information on the USDA HSI Collaborative Grant. Over the semester break, Sourbeer was approached by a faculty member from Cal State University Monterey Bay who wished to gauge Palomar's interest in participating in submitting an "Intent to Submit" for a relatively small grant from the US Department of Agriculture, an HSI-targeted grant that would provide Palomar a share of approximately \$60,000 - \$70,000. Although they are not in our area, the grant requires that CSU Monterey Bay work with community colleges in their area as well as others outside their area. The monies will go primarily to students, but will provide opportunities for faculty to receive training as well. There is an interest in attracting Hispanic students into Agricultural careers and areas of study such as carbon dioxide, the rising carbon level and its effects on agriculture.

Sourbeer noted that only two awards will be granted this year, and the deadline for submission is in March. A brief question and answer period followed.

Governing Board:

Greg Larson reported that, at the recent Governing Board meeting, discussion focused on the Student Success Task Force Recommendations and how they would be implemented.

Student Services

Planning Council:

Reporting on the December 14, 2011, meeting of the Student Services Planning Council (SSPC), Diane Studinka indicated that the group discussed SPFF funding, particularly how to distribute the \$16,674 that was remaining. Members also discussed the high cost of computers on campus as well as computer access.

Academic Technology
Committee:

Lillian Payn provided the following update on Blackboard use among students:

- 60% of students are logged on to the Blackboard system.
- 43.3% of Palomar's Spring courses are available on Blackboard, meaning that out of 2,588 courses this semester, 1,107 are available on Blackboard.
- Out of 26,272 students, 15,821 are actively enrolled in Blackboard, with the average time on the site was 10:42 minutes.
- Payn reported that POET (Palomar Online Education Training) has been launched and is now available for self-enrollment. The first training session was available on January 12, and another session is scheduled for Friday, January 27.
- There will be a launch this week of the PET Blog (Palomar Educational Technology). To get to the Blog: <http://www2.palomar.edu/pages/pet>.
- The committee will hold its first meeting of the semester on January 26.

ADJOURNMENT:

The meeting was adjourned at 3:22 p.m.

Respectfully submitted,

Melinda Carrillo, Secretary