

Minutes of the  
MEETING OF THE FACULTY SENATE  
March 29, 2010

APPROVED

PRESENT: Bruce Bishop, Monika Brannick, Valerie Chau, Ralph Ferges, Marty Furch, Lawrence Hahn, Barb Kelber, Stan Levy, Jackie Martin-Klement, Linda Morrow, Sue Norton, Perry Snyder, Fari Towfiq

ABSENT: Teresa Laughlin, Patrick O'Brien, Diane Studinka

GUESTS: John Aragon, Michelle Barton, Berta Cuaron

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

Approval of Minutes:

Motion 1 MSC Chau, Perry: Faculty Senate approval of the minutes of March 15, 2010, as amended. The motion carried.

Public Comments: Monika Brannick reminded all of the day-long celebration of Women's History Month on Tuesday, March 30. Events begin with a panel discussion hosted by the American Indian Studies Department from 9:30 a.m. – 11:00 a.m. in room P-32. An hour of poetry reading will be held in the Governing Board room at 5:00 p.m., followed by a snack buffet. The evening will conclude with a panel discussion from 6:30 – 8:00 p.m.

Announcements: Barb Neault Kelber invited Senate members to attend the Joint Council meeting of Senate and PFF representatives on Thursday at 3:30 p.m., in room SU-30. She reminded Senators that these meetings are open to all faculty members.

Barb Neault Kelber provided copies of the following draft of revised language to the "Worksheet to Accompany the Online Observation Form."

DRAFT.....Revised language.....

"Worksheet to Accompany the Online Observation Form"

The instructor makes a good faith effort to design a course that ensures universal access for all students and meets Section 508 standards of the Rehabilitation Act (ADA):

- Graphics are accompanied by text descriptions.
- Word documents are created using headings, titles, captions, etc. (making them more accessible to screen-readers for the visually impaired).
- Tables are used to organize data (rather than tabs and spaces).
- Audio materials (MP-3, etc.) are accompanied by a transcript.
- Video or graphic materials are closed-captioned.
- Power Point presentations are created using the templates offered in the Power Point program, and should incorporate the practices described above.

For assistance with closed-captioning and transcription, or for more information about accessibility, instructors may contact Sherry Goldsmith, Assistive Computer Technology Specialist (ext. 3081, LL-101) [sgoldsmith@palomar.edu](mailto:sgoldsmith@palomar.edu)

Brief discussion followed on the draft, and some minor changes were recommended. Specifically, Kelber noted that the language in line two will have to be revised to

“...Section 508 of the Rehabilitation Act and the Americans with Disabilities Act (ADA). One senator suggested, and others agreed, that the last bullet should be revised or deleted, as it currently reads as too prescriptive. Kelber indicated that she would take those suggestions back to the Academic Technology Task Force and the Tenure & Evaluations Review Board and the document will be brought back to the Senate soon.

Accreditation: Berta Cuaron , Vice-President for Instruction, stated that the Accreditation follow-up site visit will take place on Monday, April 5 from 8:00 a.m. – 2:00 p.m., and an all-college Forum is scheduled in the Governing Board room at 11:00 a.m. that day.

Cuaron expressed her thanks to all who participated in Palomar’s Accreditation process.

Agenda Changes: With no objections from Senators, discussion began regarding Information Item B, Accountability Reporting for the Community Colleges.

Accountability Reporting  
for the Community  
Colleges:

Michelle Barton, Director of Research and Planning, distributed copies of Palomar College’s 2010 ARCC Response, a self-assessment required by the California Community Colleges Chancellor’s Office. She provided detailed information on Accountability Reporting for the Community Colleges (ARCC), including the ARCC background, framework, and system-wide indicators for Student Progress and Achievement.

Senate members provided comments on the data, and a question and answer period followed.

Senators acknowledged Barton’s recommendation that the data included in the document should be viewed as a starting point for significant discussion and constructive planning. The Senate thanked both Michelle Barton and Berta Cuaron for their time.

Committee  
Appointments:

There were no committee appointments:

Elections:

Stan Levy announced that nominations for upcoming Faculty Senate vacancies will be accepted until April 7.

Professional  
Development  
Coordinator  
Appointment:

Monika Brannick announced that one faculty member submitted a letter of interest for the upcoming position of Professional Development Coordinator. Copies of the letter and supporting information were passed around for information.

Motion 2

MSC Levy, Chau: The Faculty Senate supports the appointment of Leanne Maunu to the position of Professional Development Coordinator, effective Fall 2010. The motion carried.

Faculty Emeritus:

Motion 3

MSC Kelber, Morrow: The Faculty Senate grants Emeritus Status to the following Palomar College retirees:  
Stanley Levy  
Jay Alperson

David Chase  
Linda Dudik  
John Tagg

The motion carried.

Monika Brannick provided a brief overview of their years of service.

The Senate discussed, specifically, the remarkable and extensive contributions made by Senator Stan Levy during the many years in which he has served as a valued faculty member and a dedicated colleague in the Faculty Senate.

Stan Levy provided additional information on faculty member Sue Musgrove's years of service.

Motion 4

MSC Levy, Towfiq: The Faculty Senate grants Emeritus Status to the following Palomar College retiree:  
Susan Musgrove

The motion carried.

Senator Sue Norton announced that she, too, will be retiring at the end of the semester. Faculty Senate members expressed their gratitude to Norton for all of her years of service to students and faculty.

Motion 5

MSC Kelber, Morrow: The Faculty grants Emeritus Status to the following Palomar College retiree:  
Sue Norton

The motion carried.

Monika Brannick added that she is still waiting for additional information on retiree Marc Newman.

Curriculum:

Senators were provided with electronic copies of the following Curriculum items:

**PALOMAR COLLEGE CURRICULUM COMMITTEE ACTION ITEMS**

Wednesday, March 17, 2010

**I. CALL TO ORDER**

**II. MINUTES OF March 3, 2010**

**III. ACTION ITEMS**

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

- Select Track, All Proposals.
- 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, then 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.

**A. 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 2010:

**A. Credit Course/Program Packages**

1. Package Title: Acoustical New courses/AP AC 213 & 214  
Discipline: AP Acoustical Installer (AP AC)  
Description: Fall 2010 Acoustical New Courses - AP AC 213 & 214  
*Mollie R. Smith*

**A. New Acoustical Courses**

i. Course Number and Title: AP AC 213 Advanced Acoustical Installation  
Short Title: Adv Acoustical Installation  
Discipline: AP Acoustical Installer (AP AC)  
Course Included in the following programs:  
    A. Apprenticeship-Acoustical Installer, A.A. Degree Major or Certificate of Achievement  
Repeatability: May be taken 2 times.  
Student learning outcome and assessment timeline present.  
*Mollie R. Smith*

ii. Course Number and Title: AP AC 214 Advanced Acoustical Layout  
Discipline: AP Acoustical Installer (AP AC)  
Course Included in the following programs:  
    A. Apprenticeship-Acoustical Installer, A.A. Degree Major or Certificate of Achievement  
Repeatability: May be taken 2 times.  
Student learning outcome and assessment timeline present.  
*Mollie R. Smith*

2. Package Title: Drywall/Lather AP DL 213 & 228  
Discipline: AP Drywall/Lather (AP DL)  
Description: AP DL 213 - Course update AP DL 228 - New Course  
*Mollie R. Smith*

**A. Drywall/Lather Course Changes**

i. Course Number and Title: AP DL 213 Drywall Acoustical Ceilings  
Discipline: AP Drywall/Lather (AP DL)  
Course Included in the following programs:  
    A. Apprenticeship-Drywall/Lather, A.A. Degree Major or Certificate of Achievement  
Repeatability: May be taken 2 times.  
Updated description, objectives, outline, all assignments and methods of assessment. Student learning outcomes present.  
*Mollie R. Smith*

**B. Drywall/Lather New Course**

i. Course Number and Title: AP DL 228 Drywall Applications  
Discipline: AP Drywall/Lather (AP DL)  
Course Included in the following programs:  
    A. Apprenticeship-Drywall/Lather, A.A. Degree Major or Certificate of Achievement  
Repeatability: May be taken 2 times  
Student learning outcomes present.  
*Mollie R. Smith*

**B. Noncredit Course/Program Packages**

1. There are no Noncredit Course/Program Packages on this agenda.

**C. New Programs**

1. There are no New Programs for this agenda.

**D. New Vocational Programs**

1. There are no New Vocational Programs for this agenda.

**E. Program Changes**

1. There are no Program Changes for this agenda.

**F. Vocational Program Changes**

1. Program Title: Entry-Level Gas Metal/Flux Cored Arc Weld  
Discipline: Welding (WELD)  
Award Type: Certificate of Proficiency  
Total Units: 15  
Student learning outcome present.  
*Jay Miller*

2. Program Title: Entry-Level Gas Tungsten Arc Welding  
Discipline: Welding (WELD)  
Award Type: Certificate of Proficiency  
Total Units: 15  
Updated catalog description, student learning outcome present.  
*Jay Miller*

3. Program Title: Entry-Level Shielded Metal Arc Welding  
Discipline: Welding (WELD)  
Award Type: Certificate of Proficiency  
Total Units: 15  
Added WELD 110, updated total units, student learning outcome present.  
*Jay Miller*

4. Program Title: Fire Technology - General  
Discipline: Fire Technology (FIRE)  
Award Type: A.A. Degree Major or Certificate of Achievement  
Total Units: 31.00  
Added FIRE 142, student learning outcomes and assessment timeline present.  
*Carl Lofthouse*

5. Program Title: Interior Design  
Discipline: Interior Design (ID)  
Award Type: Certificate of Achievement  
Total Units: 21.00 - 22.00  
Reflected unit value change to ID 150, reflected title change to ID 105, updated total units, student learning outcome and assessment timeline present.  
*Sandra Andre*

6. Program Title: Interior Design  
Discipline: Interior Design (ID)  
Award Type: A.A. Degree Major  
Total Units: 43 - 44  
Reflected title change to ID 105, reflected discipline change to DT 105 (now ARCH 105), reflected unit value change to ID 125, ID 150, and ID 151, deleted ID 160, updated total units, student learning outcome and assessment timeline present.  
*Sandra Andre*

7. Program Title: Welding Technology  
Discipline: Welding (WELD)  
Award Type: A.A. Degree Major or Certificate of Achievement  
Total Units: 25.00 - 28.00  
Student learning outcome present  
*Jay Miller*

**G. Program Deactivations**

1. There are no Program Deactivations for this agenda.

**H. Vocational Program Deactivations**

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

**I. Credit Courses – New**

1. Course Number and Title: EME 220 Paramedic Refresher  
Discipline: Emergency Medical Education (EME)  
Prerequisites: Provide proof of receiving a failing grade in one or more of the following courses: EME 207, 207L, 208, 208L, 210, 215 within the previous 24 months.  
Course Included in the following programs:  
A. Paramedic Training, A.A. Degree Major or Certificate of Achievement  
Student learning outcomes and assessment timeline present.  
*Debi Workman*

2. Course Number and Title: EME 223 OB/Peds Block Refresher  
Discipline: Emergency Medical Education (EME)  
Prerequisites: Provide proof of receiving a failing grade in one or more of the following courses: EME 210, 215 within the previous 24 months.  
Co-requisites: EME 224  
Course Included in the following programs:  
A. Paramedic Training, A.A. Degree Major or Certificate of Achievement  
Student learning outcomes and assessment timeline present.  
*Debi Workman*

3. Course Number and Title: EME 224 Clinical Refresher  
Discipline: Emergency Medical Education (EME)  
Prerequisites: Failure in EME 215  
Co-requisites: EME 223  
Course Included in the following programs:  
A. Paramedic Training, A.A. Degree Major or Certificate of Achievement  
Student learning outcome and assessment timeline present.  
*Debi Workman*

#### **J. Credit Course – Change**

1. Course Number and Title: COMM 100 Mass Media in America  
Discipline: Communications (COMM)  
Associate Degree General Education - D Social and Behavioral Sciences  
CSU GE Area D: Social, Political, and Economic Institutions and Behavior; Historical - D10 - Sociology and Criminology  
IGETC Area 4: Social and Behavioral Sciences - J. Sociology & Criminology  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Computer Assisted, Telecourse, Online  
Updated textbook and suggested reading, added required reading, critical thinking, and methods of assessment.  
Student learning outcome and assessment timeline present.  
*Wendy Nelson*

2. Course Number and Title: COMM 105 Race, Gender and Media Effects  
Discipline: Communications (COMM)  
Associate Degree General Education - D Social and Behavioral Sciences  
Associate Degree Multicultural Requirement - Yes  
CSU GE Area D: Social, Political, and Economic Institutions and Behavior; Historical - D10 - Sociology and Criminology  
IGETC Area 4: Social and Behavioral Sciences - J. Sociology & Criminology  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Telecourse, Online  
Added methods of instruction, textbook, and methods of assessment, updated suggested reading and required writing. Student learning outcome and assessment timeline present.  
*Wendy Nelson*

3. Course Number and Title: COUN 100 Introduction to Basic Counseling Skills  
Short Title: Intro Basic Counseling Skills  
Discipline: Counseling (COUN)  
Associate Degree General Education - E Integrated Self and Lifelong Learning  
Transfer Acceptability: CSU  
Added objectives, updated textbook, required writing, added required reading and critical thinking. Student learning outcome and assessment timeline present.  
*Rosa I. Antonecchia*

4. Course Number and Title: CSIT 120 / R CSIS 120 Computer Applications  
Discipline: Computer Science and Information Systems - Information

Technology (CSIT)/Computer Science and Information Systems (R CSIS)

Transfer Acceptability: CSU

Distance Learning Offering(s): Computer Assisted, Telecourse, Online

Repeatability: May be taken 4 times.

Deleted L/L component and hours, added LEC component and hours, added LAB component and hours, updated catalog description, added method of instruction, updated textbook. Student learning outcomes and assessment timeline present.

*William E. McGinnis*

5. Course Number and Title: DNCE 148 Palomar Drum and Dance Ensemble

Short Title: Palomar Drum/Dance Ensemble

Discipline: Dance (DNCE)

Course included in the following program:

A. Dance, A.A. Degree Major or Certificate of Achievement

Transfer Acceptability: UC, CSU

Repeatability: May be taken 4 times.

Deleted L/L component and hours, added LEC hours and components, updated variable units to reflect new LEC hours, added LAB hours and components, updated variable units to reflect new LAB hours, updated methods of instruction, added suggested reading, critical thinking and methods of assessment, updated repeatability and title 5 repeatability language. Student learning outcomes and assessment timeline present.

*Patriceann J. Mead*

6. Course Number and Title: DNCE 149 Afro-Cuban/Brazilian Dance I

Discipline: Dance (DNCE)

Course included in the following program:

A. Dance, A.A. Degree Major or Certificate of Achievement

Transfer Acceptability: UC, CSU

Repeatability: May be taken 4 times.

Deleted L/L component and hours, added LEC hours and components, updated variable units to reflect new LEC hours, added LAB hours and components, updated variable units to reflect new LAB hours, updated methods of instruction, outline, suggested reading, required writing, outside assignments and methods of assessment, added textbook, critical thinking and repeatability, added title 5 repeatability language. Student learning outcomes and assessment timeline present.

*Patriceann J. Mead*

7. Course Number and Title: DNCE 150 Afro-Cuban/Brazilian Dance II

Discipline: Dance (DNCE)

Prerequisites: DNCE 149

Course included in the following program:

A. Dance, A.A. Degree Major or Certificate of Achievement

Transfer Acceptability: UC, CSU

Repeatability: May be taken 4 times.

Deleted L/L component and hours, added LEC hours and components, updated variable units to reflect new LEC hours, added LAB hours and components, updated variable units to reflect new LAB hours, updated methods of instruction, catalog description, objectives, outline, suggested reading, required writing, and methods of assessment, added textbook, and critical thinking, updated title 5 repeatability language. Student learning outcomes and assessment timeline present.

*Patriceann J. Mead*

8. Course Number and Title: DNCE 151 Latin Social Dance I

Discipline: Dance (DNCE)

Course included in the following program:

A. Dance, A.A. Degree Major or Certificate of Achievement

Transfer Acceptability: UC, CSU

Repeatability: May be taken 4 times.

Changed title, deleted L/L component and hours, added LEC hours and components, updated variable units to reflect new LEC hours, added LAB hours and components, updated variable units to reflect new LAB hours, updated methods of instruction, objectives, outline, and methods of assessment, added suggested reading, textbook, and critical thinking, updated title 5 repeatability language. Student learning outcomes and assessment timeline present.

*Patriceann J. Mead*

9. Course Number and Title: DNCE 152 Latin Social Dance II

Discipline: Dance (DNCE)

Prerequisites: DNCE 151

Course included in the following program:

A. Dance, A.A. Degree Major or Certificate of Achievement

Transfer Acceptability: UC, CSU

Repeatability: May be taken 4 times.

Changed title, deleted L/L component and hours, added LEC hours and components, updated variable units to reflect new LEC hours, added LAB hours and components, updated variable units to reflect new LAB hours, added DNCE 151 as prerequisite, updated methods of instruction, objectives, outline, and methods of assessment, added suggested reading, textbook, and critical thinking, updated title 5 repeatability language. Student learning outcomes and assessment timeline present.

*Patriceann J. Mead*

10. Course Number and Title: DNCE 165 Production Management

Discipline: Dance (DNCE)

Transfer Acceptability: CSU

Repeatability: May be taken 4 times.

*Standalone course but proposed for Dance, A.A. Degree Major or Certificate of Achievement*

Deleted L/L component and hours, added LEC hours and components, updated variable units to reflect new LEC hours, added LAB hours and components, updated variable units to reflect new LAB hours, updated methods of instruction, methods of assessment, and title 5 repeatability language, added critical thinking. Student learning outcomes and assessment timeline present.

*Patriceann J. Mead*

11. Course Number and Title: DNCE 190 World Dance Production

Discipline: Dance (DNCE)

Course included in the following program:

A. Dance, A.A. Degree Major or Certificate of Achievement

Transfer Acceptability: UC, CSU

Repeatability: May be taken 4 times.

Changed title, deleted L/L component and hours, added LEC hours and components, updated variable units to reflect new LEC hours, added LAB hours and components, updated variable units to reflect new LAB hours, updated methods of instruction and methods of assessment, added critical thinking, updated title 5 repeatability language.

*Patriceann J. Mead*

12. Course Number and Title: DNCE 197K Student Choreography Production

Short Title: Stndt Choreography Production

Discipline: Dance (DNCE)

Co-requisites: DNCE 145, or DNCE 146

Transfer Acceptability: UC, CSU

Repeatability: May be taken 4 times.

*Standalone course but proposed for Dance, A.A. Degree Major or Certificate of Achievement*

Changed title, deleted L/L component and hours, added LEC hours and components, updated variable units to reflect new LEC hours, added LAB hours and components, updated variable units to reflect new LAB hours, updated methods of instruction and methods of assessment, added critical thinking, updated title 5 repeatability language.

*Patriceann J. Mead*

**K. Credit Courses - Reactivations**

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

**L. Credit Courses – Deactivations**

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

**M. Noncredit Course - New**

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

**N. Noncredit Course - Change**

1. There are no New Noncredit Course Changes for this agenda.

**O. Noncredit Course - Deactivation**

1. There are no Noncredit Course Deactivations for this agenda

**P. Distance Learning\***

The following courses may be offered as distance learning and meet Title 5 Regulations 55200-55210, effective Fall 2010:

**Catalog Subject/Number**

**Distance Learning Offering (s)**



COMM 100 Online, Computer Assisted, Telecourse  
 COMM 105 Online, Telecourse  
 CSIT/R CSIS 120 Online, Computer Assisted, Telecourse  
*\*underline indicates new, strikethrough indicates deletion, plain text indicates no change*

**Q. Requisites and Advisories\***

The establishment of the following advisories meets Title 5 Regulation 55003, effective Fall 2010:

Catalog Subject/Number	Type	Description	Proposal Type
DNCE 150	Prerequisite	DNCE 149	Course Change
DNCE 152	Prerequisite	<u>DNCE 151</u>	Course Change
DNCE 197K	Co-Requisite	DNCE 145 or DNCE 146	Course Change
EME 220	Prerequisite	<u>Provide proof of receiving a failing grade in one or more of the following courses: EME 207, 207L, 208, 208L, 210, 215 within the previous 24 months.</u>	New Course
EME 223	Prerequisite	Provide proof of receiving a failing grade in one or more of the following courses: EME 210, 215 within the previous 24 months	New Course
EME 223	Co-Requisite	EME 224	
EME 224	Prerequisite	Failure in EME 215	New Course
	Co-Requisite	EME 223	

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

**B. RESUMPTION OF REGULAR AGENDA**

**C. INFORMATION/DISCUSSION**

1. Status of Course Outline Reviews

A. The following courses have completed the course outline review process between February 24, 2010 and March 10, 2010 and are effective Fall 2010.

ACCT	120	Analysis of Financial Statements
ID	195	Field Studies in Design
MATH	50B	Beginning Algebra Part II
TA	184	Creative Theatre Ensemble
WELD	100	Welding I

4. 2009-2010 Curriculum Activity Summary

	Current Agenda	2009-10 Cumulative
New Courses	6	31
Course Revisions	14	330
Course Deactivations	0	76
Course Reviews (2/24/2010-3/10/2010)	5	325
New Programs	0	5
Program Revisions	7	69
Program Deactivations	0	2
Course SLOs (as of 3/10)	25	510
Program SLOs (as of 3/10)	7	70
<b>Total Activity</b>	<b>64</b>	<b>1418</b>

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

Monika Brannick provided copies of the following motions which were passed at the March 17, 2010, Curriculum Committee meeting:

Motion 1:

Explore technical aspects of linking Student Learning Outcomes in schedule and catalog.

Motion 2:

The Curriculum Committee recommends that all faculty publish Student Learning Outcomes in their syllabi, blackboard sites, and individual and/or department web pages, so that the SLO's are accessible for all students as soon as possible.

Both motions passed unanimously.

Senators discussed the motions, noting that they are in line with Accreditation Standards, which require that students be notified of expected Student Learning Outcomes for each course. Monika Brannick suggested that the second motion be put on hold until after the Statewide Academic Senate meeting on April 15. This will allow for broader discussion on the issue and additional information regarding the various approaches to these requirements system wide.

Policies & Procedures: Copies of the following Procedures were provided:  
AP 4225 Course Repetition  
AP 4228 Course Repetition – Significant Lapse of Time

Brannick noted that the changes made to the procedure correspond to recent recommendations for a consistent approach to “lapse of time” across several policies and procedures. The change will allow for course repetition after two years, consistent with the terms indicated in the recent revision of the policy and procedure relating to Academic Renewal. The Procedures will go back to the Strategic Planning Council and the Policies & Procedures Task Force.

One Senator recommended that specific wording in the first bullet of AP 4228 be changed to the same wording as AP 4225 to provide consistency. Senators agreed.

PFF: Jackie Martin-Klement announced that election materials for the Palomar Faculty Federation (PFF) have been mailed out. She encouraged all members to vote.

ADJOURNMENT: The meeting was adjourned at 3:35 p.m.

Respectfully submitted,

Barb Neault Kelber, Secretary