

Minutes of the  
MEETING OF THE FACULTY SENATE  
March 30, 2009

APPROVED

PRESENT: Bruce Bishop, Monika Brannick, Valerie Chau, Ralph Ferges, Marty Furch, Brent Gowen, Lawrence Hahn, Richard Hishmeh, Stan Levy, Jackie Martin-Klement, Linda Morrow, Sue Norton, Patrick O'Brien, Kathleen Sheahan, Fari Towfiq, Judy Wilson

ABSENT: Katy French, Diane Studinka

GUESTS: Berta Cuaron, MaryAnn Drinan, Claudia Duran, Judy Eckhart

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, Gowen: Faculty Senate approval of the minutes of March 16, 2009, as amended. The motion carried.

Public Comments: There were none.

Announcements: There were none.

Agenda Changes:

Motion 2 MSC Gowen, Chau: To suspend the agenda to discuss Information items C & D, Accreditation Exit Report, and TERB. The motion carried.

Accreditation Exit Report: Berta Cuaron provided a report from the recent visit of the Accreditation Team. Copies of commendations, recommendations from the 2003 site visit, and recommendations from the 2009 site visit, were provided, and lengthy discussion occurred. Cuaron indicated that Palomar will likely be asked to provide a preliminary report in October, 2009, and the Accreditation team would likely revisit and give a follow-up report in approximately 1 year.

All faculty and staff are encouraged to attend the All-College Forum, "Accreditation – Our Next Steps to Reaffirmation," on Tuesday, March 31 at 2:30 p.m. in room P-32. This is an opportunity to hear more about the accreditation site visit, receive information about the exit report, and gain insight into the necessary steps to respond to the recommendations.

Marty Furch added that a suggestion has also been made to hold an all-faculty Forum on Student Learning Outcomes, where faculty can come together to openly discuss their ideas and have their questions answered.

TERB: MaryAnn Drinan stated that the Tenure & Evaluations Review Board (TERB) Working Group has been revising the current Standards of Performance for Teaching Faculty. Members of the working group include TERB members, Senators, and PFF members. She distributed copies of the draft and noted the proposed changes, and she also provided copies of the current Standards. Drinan noted that updates to the document have not been

made in over 20 years, and the updates being made now aim to improve the evaluation process.

A question and answer period followed and some minor changes were proposed, including the addition of verbiage related to Student Learning Outcomes and assessment.

Senators were asked to submit additional suggestions to Drinan prior to next Monday's TERB meeting. This item will be brought back for further discussion and/or action at next week's meeting.

Turning to another TERB related matter, Monika Brannick reiterated a discussion held at the March 9, Senate meeting on the current TERB Coordinator's term ending in fall 2009, simultaneous with the upcoming maternity leave of TERB's Academic Department Assistant. Specifically, Brannick wanted to revisit a suggestion made at the March 9 meeting, that because the bulk of the workload for TERB seems to occur in the fall semester, it may benefit new coordinators to begin their assignments during spring semesters to allow them to acclimate to the position under less demanding circumstances.

Drinan was asked for opinion on this proposal, and she stated that although the spring workload is relatively lighter, issues relating to ongoing part-time evaluations, which require significant time and attention, occur in the spring. She stated that she would consider the proposal carefully, and provide an opinion to the Senate soon.

Motion 3

MSC Levy, Towfiq: To resume the agenda. The motion carried.

Elections:

Stan Levy reported the results of the recent Faculty Senate nominations. In line with the Constitution, because the number of candidates did not exceed the number of available seats, no election will be held. The following Senators will be officially seated, or re-seated, at the May 11, Faculty Senate meeting:

2 Faculty Council member at-large positions through May 2010:

Molly Faulkner  
Kathleen Sheahan

5 full-time faculty positions with terms through May 2012:

Ralph Ferges  
Barb Kelber  
Teresa Laughlin  
Roger Morrissette  
Fari Towfiq

2 full-time vacancies with terms through May 2010:

Sue Norton  
Patrick O'Brien

1 part-time vacancy with a term through May 2012:

Perry Snyder

Committee  
Appointments:

Motion 4 MSC O'Brien, Chau: The Faculty Senate endorses the addition of a part-time faculty member to the Basic Skills committee membership. The motion carried.

It was noted that part-time faculty member Emiko Kiyochi was erroneously elected to the Learning Outcomes Council rather than the Basic Skills Committee, at the March 16, 2009, Faculty Senate meeting.

Motion 5 MSC O'Brien, Furch: To rescind the portion of Motion 2 of the Faculty Senate meeting minutes of March 16, 2009, which includes the following committee appointment:

Learning Outcomes Council  
(08-10) part-time faculty at-large  
Emiko Kiyochi – Foreign Languages.

The motion carried.

Motion 6 MSC O'Brien, Towfiq: Faculty Senate approval of the following committee appointments:

Basic Skills Committee  
(08-10) Part-time Faculty at large  
Emiko Kiyochi – Foreign Languages

Education and Facilities Master Plan 2022 Update Task Force  
(08-10) Math  
Gregory Larson

The motion carried.

Curriculum: Copies of the following Curriculum items were provided:

**PALOMAR COLLEGE  
CURRICULUM COMMITTEE MEETING  
ACTION ITEMS**  
Wednesday, March 18, 2009

**I. 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 "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 the individual proposals included in the Package. Various Icons will be accessible for creating Reports or viewing the various 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 2009:

#### **A. Credit Course/Program Packages**

1. Package Title: CI 105 & CI 106

Discipline: Construction Inspection (CI)

Description: Changed course descriptions, added SLOs, etc.

*Mollie R. Smith*

#### **A. Construction Inspection - Credit Course Changes**

i. Course Number and Title: CI 105 Electrical Codes I

Discipline: Construction Inspection (CI)

Course Included in the following programs:

A. Construction Inspection, A.A. Degree Major or Certificate of Achievement

B. Electro-Mechanical Equipment Technician, Certificate of Achievement

C. Mail Processing Equipment Mechanic, Certificate of Achievement

Transfer Acceptability: CSU

Repeatability: May be taken 2 times.

Updated catalog description and course objectives, added methods of instruction, updated outline, added required reading, required writing and critical thinking, updated outside assignments and methods of assessment, and updated repeatability. Added student learning outcomes.

*Mollie R. Smith*

ii. Course Number and Title: CI 106 Electrical Codes II

Discipline: Construction Inspection (CI)

Prerequisites: CI 105

Course Included in the following programs:

A. Construction Inspection, A.A. Degree Major or Certificate of Achievement

B. Electro-Mechanical Equipment Technician, Certificate of Achievement

C. Mail Processing Equipment Mechanic, Certificate of Achievement

Transfer Acceptability: CSU

Repeatability: May be taken 2 times.

Updated catalog description and course objectives, added methods of instruction, updated outline, added required reading, and critical thinking. Updated required writing outside assignments and methods of assessment, and updated repeatability. Added student learning outcomes.

*Mollie R. Smith*

2. Package Title: OFFICE INFORMATION SYSTEMS CHANGES

Discipline: Office Information Systems (OIS)

Description: Changes to OIS 101 and OIS 102 to 2 units lab from 3 units lecture/lab and add SLOs. Changes to the following Certificate/AA programs to reflect the above change:

Administrative Assistant (BUS 105 and BUS 105L); Data Entry; International Administrative Assistant; Legal Secretary; Medical Language Specialist; and, Receptionist.

*Judith L. Dolan*

#### **A. Office Information Systems - Credit Course Changes**

i. Course Number and Title: OIS 101 Beginning Keyboarding

Discipline: Office Information Systems (OIS)

Course Included in the following programs:

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

B. Advertising, Marketing, and Merchandising, A.A. Degree Major or Certificate of Achievement

C. Business-General A.A. Degree Major

D. Clinical Medical Assisting, A.A. Degree Major or Certificate of Achievement

E. Data Entry, Certificate of Proficiency

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Decreased unit value, deleted L/L component and added lab component, deleted lec/lab method of instruction, added other methods of instruction, updated outline content, textbooks, required reading, critical thinking, required writing, outside assignments and methods of assessment. Added suggested reading. Added Student Learning Outcomes.

*Judith L. Dolan*

ii. Course Number and Title: OIS 102 Intermediate Keyboarding

Discipline: Office Information Systems (OIS)

Recommended Prep: OIS 101, or a keyboarding speed of 30 net words per minute

Course Included in the following programs:

A. Business-General A.A. Degree Major

B. Legal Support Assistant, Certificate of Proficiency

C. Administrative Medical Assisting, A.A. Degree Major or Certificate of Achievement

D. International Administrative Assistant, A.A. Degree Major or Certificate of Achievement

E. Legal Secretary, A.A. Degree Major or Certificate of Achievement

F. Medical Language Specialist, A.A. Degree Major or Certificate of Achievement

G. Medical Office Specialist, A.A. Degree Major or Certificate of Achievement

H. Medical Transcriptionist, A.A. Degree Major or Certificate of Achievement

I. Office Assistant, Certificate of Proficiency

J. Receptionist, Certificate of Proficiency

K. Escrow, A.A. Degree Major or Certificate of Achievement

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Decreased unit value, deleted L/L component and added lab component, updated catalog description, and objectives, deleted lec/lab method of instruction, added other methods of instruction, updated textbooks, critical thinking, required writing, outside assignments and methods of assessment. Added required reading and suggested reading. Added Student Learning Outcomes.

*Judith L. Dolan*

**B. Office Information Systems – Program Changes**

i. Program Title: Administrative Assistant

Discipline: Office Information Systems (OIS)

Award Type: A.A. Degree Major or Certificate of Achievement

Total Units: 28.5 - 31.5

Increased the unit value of BUS 105, added BUS 105L, increased total unit value range.

*Judith L. Dolan*

ii. Program Title: Data Entry

Discipline: Office Information Systems (OIS)

Award Type: Certificate of Proficiency

Total Units: 7

Decreased unit value of OIS 101. Decreased total unit range.

*Judith L. Dolan*

iii. Program Title: International Administrative Assistant

Discipline: Office Information Systems (OIS)

Award Type: A.A. Degree Major or Certificate of Achievement

Total Units: 28 – 31

Decreased unit value of OIS 102. Decreased total unit range.

*Judith L. Dolan*

iv. Program Title: Legal Secretary

Discipline: Office Information Systems (OIS)

Award Type: A.A. Degree Major or Certificate of Achievement

Total Units: 24 – 27

Decreased unit value of OIS 102. Decreased total unit range. Removed PLS cross-listings. Deleted PLS 246.

*Judith L. Dolan*

v. Program Title: Medical Language Specialist

Discipline: Office Information Systems (OIS)

Award Type: A.A. Degree Major or Certificate of Achievement  
Total Units: 26.00 - 29.00  
Changed program title and catalog description, decreased unit value of OIS 102. Decreased total unit range. Deleted OIS 231.5 and OIS 231.6.  
*Judith L. Dolan*

vi. Program Title: Receptionist  
Discipline: Office Information Systems (OIS)  
Award Type: Certificate of Proficiency  
Total Units: 13

Decreased unit value of OIS 102. Decreased total unit range.  
*Judith L. Dolan*

3. Package Title: OFFICE INFORMATION SYSTEMS DEACTIVATIONS  
Discipline: Office Information Systems (OIS)  
Description: Courses: OIS 50/51/146.1-.2-.3/231.5-.6 Programs: Medical Office Specialist Office Assistant  
*Judith L. Dolan*

#### **A. Office Information Systems – Credit Course Deactivations**

i. Course Number and Title: OIS 146.1 Shorthand Skill Development I  
Discipline: Office Information Systems (OIS)  
Recommended Prep: A minimum grade of C in OIS 102, and minimum dictation speed of 60 wpm for three minutes.  
Reason for deactivation: Course no longer necessary to the curriculum.  
*Judith L. Dolan*

ii. Course Number and Title: OIS 146.2 Shorthand Skill Development II  
Discipline: Office Information Systems (OIS)  
Recommended Prep: A minimum grade of C in OIS 146.1, and minimum dictation speed of 70 wpm for three minutes.  
Reason for deactivation: Course no longer necessary to the curriculum.  
*Judith L. Dolan*

iii. Course Number and Title: OIS 146.3 Shorthand Skill Development III  
Short Title: Shorthand Skill Dev III  
Discipline: Office Information Systems (OIS)  
Recommended Prep: A minimum grade of C in OIS 146.2, and minimum dictation speed of 80 wpm for three minutes.  
Reason for deactivation: Course no longer necessary to the curriculum.  
*Judith L. Dolan*

iv. Course Number and Title: OIS 231.5 Medical Machine Transcription V  
Short Title: Med Machine Transcription V  
Discipline: Office Information Systems (OIS)  
Recommended Prep: A minimum grade of C in OIS 231.4  
Course Included in the following programs:  
A. Medical Transcriptionist, A.A. Degree Major or Certificate of Achievement  
Transfer Acceptability: CSU  
Reason for deactivation: Deactivated to address new Title 5 repeatability changes.  
*Judith L. Dolan*

v. Course Number and Title: OIS 231.6 Medical Machine Transcription VI  
Short Title: Med Machine Transcription VI  
Discipline: Office Information Systems (OIS)  
Recommended Prep: A minimum grade of C in OIS 231.5  
Course Included in the following programs:  
1. Medical Transcriptionist, A.A. Degree Major or Certificate of Achievement  
Transfer Acceptability: CSU  
Reason for deactivation: Deactivated to address new Title 5 repeatability changes.  
*Judith L. Dolan*

vi. Course Number and Title: OIS 50 CAP Review I  
Discipline: Office Information Systems (OIS)  
Reason for Deactivation: Low Student Demand

*Judith L. Dolan*

vii. Course Number and Title: OIS 51 CAP Review II  
Discipline: Office Information Systems (OIS)  
Reason for Deactivation: Low Student Demand

*Judith L. Dolan*

**B. Office Information Systems – Package Program Deactivations**

i. Program Title: Medical Office Specialist  
Discipline: Office Information Systems (OIS)

Award Type: A.A. Degree Major or Certificate of Achievement  
Total Units: 31 – 34  
Reason for Deactivation: Department has decided that the courses of this program are best placed in the Administrative Medical Assisting Certificate/AA program.

*Judith L. Dolan*

ii. Program Title: Office Assistant  
Discipline: Office Information Systems (OIS)  
Award Type: Certificate of Proficiency  
Total Units: 17  
Reason for Deactivation: Low Student Demand

*Judith L. Dolan*

**B. Noncredit Course/Program Packages**

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

**C. New Programs**

1. There are no New Programs for this agenda.

**D. Program Changes**

1. Program Title: Alcohol and Other Drug Studies  
Discipline: Alcohol and Other Drug Studies (AODS)  
Award Type: A.A. Degree Major or Certificate of Achievement  
Total Units: 37.00 - 38.00  
Changed PSYC/SOC/AODS 150 to reflect name change.  
*Maria Miller*

2. Program Title: Architectural Drafting Technology  
Discipline: Drafting Technology (DT)  
Award Type: A.A. Degree Major or Certificate of Achievement  
Total Units: 40.00  
Removed ROP cross listings. Deleted DT 185. Added DT 202  
*Kenneth e. Swift*

3. Program Title: Cabinetmaking and Furniture Design  
Discipline: Cabinet and Furniture Technology (CFT)  
Award Type: A.A. Degree Major or Certificate of Achievement  
Total Units: 40.00 - 56.00  
Updated catalog description, deleted CFT 150 and 152 from Group 1 options, added CFT 122, 124, 128, 131, 145, 148, 150, 152, 173 and 176 to Group 2 options.  
*Jon K. Stone*

4. Program Title: Cabinetmaking and Millwork  
Discipline: Cabinet and Furniture Technology (CFT)  
Award Type: A.A. Degree Major or Certificate of Achievement  
Total Units: 36.00 - 48.00  
Updated catalog description, deleted CFT 152 from Group 1 options, 150 and 171 from Group 2 options, added CFT 122, 124, 128, 130, 131, 144, 145, 148, 169, 173, 176 to Group 2 options.  
*Jon K. Stone*

5. Program Title: Computer Assisted Drafting  
Discipline: Drafting Technology (DT)

Award Type: A.A. Degree Major or Certificate of Achievement  
Total Units: 29.00  
Removed ROP cross-listings, corrected unit value.  
*Dennis C. Lutz*

6. Program Title: Computer Network Administration with Emphasis in Cisco and Linux Management  
Discipline: Computer Science and Information Systems – Networking (CSNT)  
Award Type: A.A. Degree Major or Certificate of Achievement  
Total Units: 40  
Removed ROP cross listings, added CSNT 160, changed CSCI 105 to reflect new number, CSCI 108.  
*Nicholas R. Green*

7. Program Title: Computer Network Administration with Emphasis in Cisco and Microsoft Management  
Discipline: Computer Science and Information Systems – Networking (CSNT)  
Award Type: A.A. Degree Major or Certificate of Achievement  
Total Units: 41  
Removed ROP cross listings, added CSNT 160, changed CSCI 105 to reflect new number, CSCI 108.  
*Nicholas R. Green*

8. Program Title: Computer Network Administration with Emphasis in Microsoft and Linux Management  
Discipline: Computer Science and Information Systems – Networking (CSNT)  
Award Type: A.A. Degree Major or Certificate of Achievement  
Total Units: 40.00  
Removed ROP cross listings, changed CSCI 105 to reflect new number, CSCI 108.  
*Nicholas R. Green*

9. Program Title: Computer Science with Emphasis in Video Gaming  
Discipline: Computer Science and Information Systems – Computer Science (CSCI)  
Award Type: A.A. Degree Major or Certificate of Achievement  
Total Units: 47.50 - 48.50  
Removed ROP cross listings.  
*Anthony W. Smith*

10. Program Title: Drafting Technology-Multimedia  
Discipline: Drafting Technology (DT)  
Award Type: A.A. Degree Major or Certificate of Achievement  
Total Units: 32.00  
Removed ROP cross-listings, change IT 100 to IT/WELD 108, deleted AT 241 from elective option.  
*Dennis C. Lutz*

11. Program Title: Drafting Technology-Technical  
Discipline: Drafting Technology (DT)  
Award Type: A.A. Degree Major or Certificate of Achievement  
Total Units: 31.00  
Removed ROP cross-listings, decreased unit value.  
*Dennis C. Lutz*

12. Program Title: Electro-Mechanical Drafting and Design  
Discipline: Drafting Technology (DT)  
Award Type: A.A. Degree Major or Certificate of Achievement  
Total Units: 31.00  
Removed ROP cross-listings and ECHT 160, decreased unit value.  
*Dennis C. Lutz*

13. Program Title: Furniture Making  
Discipline: Cabinet and Furniture Technology (CFT)  
Award Type: A.A. Degree Major or Certificate of Achievement  
Total Units: 30.00 - 52.00  
Updated catalog description, added CFT 149 to program requirements, deleted CFT 152 and 154 from program requirements, deleted CFT 149 and 150 from Group 1 options, and CFT 171 from Group 2 options. Added CFT 122, 124, 128, 131, 145, 148, 173, 176 to group 2 Options.  
*Jon K. Stone*

14. Program Title: Video Game Artist  
Discipline: Computer Science and Information Systems – Computer Science (CSCI)  
Award Type: Certificate of Proficiency



Total Units: 16.00 - 17.00  
Removed ART 241 from program requirements.  
*Anthony W. Smith*

#### **E. Program Deactivations**

1. Program Title: Air Conditioning/Heating/Refrigeration  
Discipline: Air Conditioning/Heating/Refrigeration (R ACR)  
Award Type: Certificate of Proficiency  
Total Units: 13  
ROP Air Conditioning, Heating, and Refrigeration program ending Spring 2009.  
*Paul Kelly*

2. Program Title: Computer Technology  
Discipline: Computer Science and Information Systems (R CSIS)  
Award Type: A.A. Degree Major or Certificate of Achievement  
Total Units: 32.00 - 35.00  
ROP Computer Technology program ending Spring 2009.  
*Bruce Gan*

3. Program Title: Microcomputer Operating Systems  
Discipline: Computer Science and Information Systems (R CSIS) (R CSIS)  
Award Type: Certificate of Proficiency  
Total Units: 15  
ROP Computer Technology program ending Spring 2009.  
*Bruce Gan*

4. Program Title: Microcomputer Technology  
Discipline: Computer Science and Information Systems (R CSIS) (R CSIS)  
Award Type: Certificate of Proficiency  
Total Units: 12  
ROP Computer Technology program ending Spring 2009.  
*Bruce Gan*

5. Program Title: Optical Technology  
Discipline: Optical Technology (R OT)  
Award Type: Certificate of Proficiency  
Total Units: 16  
ROP Air Conditioning, Heating, and Refrigeration program ending Spring 2009.  
*Paul Kelly*

6. Program Title: PC Repair Technician  
Discipline: Computer Science and Information Systems (R CSIS) (R CSIS)  
Award Type: Certificate of Proficiency  
Total Units: 6  
ROP Optical Technology ending Spring 2009.  
*Bruce Gan*

7. Program Title: PC Support Technician  
Discipline: Computer Science and Information Systems (R CSIS) (R CSIS)  
Award Type: Certificate of Proficiency  
Total Units: 6  
ROP Computer Technology program ending Spring 2009.  
*Bruce Gan*

#### **F. Credit Courses – New**

1. Course Number and Title: PHOT 155 Digital Photography II  
Discipline: Photography (PHOT)  
Prerequisites: PHOT 150  
Transfer Acceptability: CSU  
*Standalone Course*  
Added Student Learning Outcomes.  
*Paul W. Stachelek*

2. Course Number and Title: PHYS 197 Physics Topics

Discipline: Physics (PHYS)  
Repeatability: May be taken 3 times.  
Transferability: CSU/UC (*pending*)  
*Standalone Course*  
*Takashi Nakajima*

**G. Credit Course – Change**

1. Course Number and Title: DT 127 AutoCAD Customization

Discipline: Drafting Technology (DT)

Prerequisites: DT 125

Course Included in the following programs:

A. Architectural Drafting Technology, A.A. Degree Major or Certificate of Achievement

B. Computer Assisted Drafting, A.A. Degree Major or Certificate of Achievement

C. Drafting Technology-Technical, A.A. Degree Major or Certificate of Achievement

D. Electro-Mechanical Drafting and Design, A.A. Degree Major or Certificate of Achievement

Transfer Acceptability: CSU

Distance Learning Offering(s): Computer Assisted, Online

Repeatability: May be taken 2 times.

Removed ROP cross listing from course and prerequisite, added required reading and critical thinking. Update Title 5 repeatability language. Added Student Learning Outcomes.

*Dennis C. Lutz*

2. Course Number and Title: DT 130 CAD/CAM Machining

Discipline: Drafting Technology (DT)

Prerequisites: DT 110, and DT 128

Course Included in the following programs:

A. Drafting Technology-Multimedia, A.A. Degree Major or Certificate of Achievement

B. Drafting Technology-Technical, A.A. Degree Major or Certificate of Achievement

C. Electro-Mechanical Drafting and Design, A.A. Degree Major or Certificate of Achievement

Repeatability: May be taken 2 times.

Removed ROP cross listings from course title and prerequisites, added required reading and critical thinking. Updated Title 5 Repeatability language. Added Student Learning Outcomes.

*Dennis C. Lutz*

3. Course Number and Title: DT 200 Advanced Computer Aided

Architectural Drafting

Short Title: Adv Computer Aided Arch Draft

Discipline: Drafting Technology (DT)

Prerequisites: DT 125,

Course Included in the following programs:

A. Architectural Drafting Technology, A.A. Degree Major or Certificate of Achievement

B. Computer Assisted Drafting, A.A. Degree Major or Certificate of Achievement

Transfer Acceptability: CSU

Repeatability: May be taken 2 times.

Removed ROP cross listing from course and prerequisite, updated textbook, added required reading and critical thinking. Update Title 5 repeatability language. Added Student Learning Outcomes

*Kenneth E. Swift*

4. Course Number and Title: ENG 197 English Topics

Discipline: English (ENG)

Transfer Acceptability: UC, CSU

Repeatability: May be taken 3 times.

Changed unit value and lecture hours, deleted lab option and L/L option, added critical thinking, reduced repeatability and Title 5 repeatability language.

*Susan B. Zolliker*

5. Course Number and Title: FASH 146 Computer Aided Design (CAD) for Fashion

Short Title: Computer Aided Design/Fashion

Discipline: Fashion (FASH)

Co-requisites: FASH 168

Course Included in the following programs:

A. Costume Design for Theater, A.A. Degree Major

B. Fashion Design/Entry-Level, Certificate of Achievement

C. Fashion Design/Technical, A.A. Degree Major

Transfer Acceptability: CSU

Repeatability: May be taken 2 times.

Updated objectives, added method of instruction, updated outline, added textbook, required reading, critical thinking, and methods of assessment. Updated Title 5 Repeatability language. Added Student Learning Outcomes.

*Nancy J. Galli*

6. Course Number and Title: FASH 147 Advanced Computer Aided Design(CAD)For Fashion

Short Title: Adv Compr Aided Desgn/Fashion

Discipline: Fashion (FASH)

Prerequisites: FASH 146

Co-requisites: FASH 168

Course Included in the following programs:

A. Fashion Design/Technical, A.A. Degree Major

Transfer Acceptability: CSU

Repeatability: May be taken 2 times.

Added methods of instruction, updated outline, added textbook, required reading, critical thinking and methods of assessment. Updated Title 5 Repeatability language. Added Student Learning Outcomes.

*Nancy J. Galli*

7. Course Number and Title: FASH 148 Digital Design for Fashion

Discipline: Fashion (FASH)

Course Included in the following programs:

A. Costume Design for Theater, A.A. Degree Major

B. Fashion Design/Entry-Level, Certificate of Achievement

C. Fashion Design/Technical, A.A. Degree Major

D. Fashion Merchandising, A.A. Degree

E. Fashion Merchandising/Entry-Level, Certificate of Achievement

F. Fashion Merchandising/Technical, A.A. Degree Major

Transfer Acceptability: CSU

Repeatability: May be taken 2 times.

Updated course objectives, outline and textbooks. Added required reading, required writing and method of assessment. Updated Title 5 Repeatability language.

*Nancy J. Galli*

8. Course Number and Title: HUM 197 Humanities Topics

Discipline: Humanities (HUM)

Transfer Acceptability: UC, CSU

Repeatability: May be taken 3 times.

Changed unit value and lecture hours, deleted lab option and L/L option, deleted method of instruction, added method of assessment, decreased repeatability and Title 5 repeatability language.

*Susan B. Zolliker*

9. Course Number and Title: READ 120 Critical Reading

Discipline: Reading (READ)

Recommended Prep: READ 110

Course Included in the following programs:

A. General Studies-Emphasis in Arts and Humanities, A.A. Degree Major

Associate Degree General Education - A2 Language and Rationality - Analytical Thinking & Oral Communication

CSU GE Area A: Communication in the English Language and Critical Thinking - A3 - Critical Thinking

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Updated course objectives and textbooks. Added Student Learning Outcomes

*Carla B. Thomson*

#### **H. Credit Courses - Reactivations**

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

#### **I. Credit Courses – Deactivations**

1. Course Number and Title: R CSIS 65 Help Desk Fundamentals

Discipline: Computer Science and Information Systems (R CSIS)

Recommended Prep: R CSIS 121, and R CSIS 172, or R CSIS 157, or R CSIS 158

Course Included in the following programs:

A. Computer Technology, A.A. Degree Major or Certificate of Achievement  
B. Application Support Specialist, Certificate of Proficiency  
Grading Basis: Grade Only  
Reason for Deactivation: ROP Computer Technology program ending Spring 2009.  
*Bruce W. Gan*

2. Course Number and Title: R CSIS 97 Computer Science and Information Systems Topics  
Short Title: COMPUTER SCIENCE/INFO TOPICS  
Discipline: Computer Science and Information Systems (R CSIS)  
Grading Basis: Grade Only  
Repeatability: May be taken 4 times.  
Reason for Deactivation: ROP Computer Technology program ending Spring 2009.  
*Bruce W. Gan*

3. Course Number and Title: R CSIS 159 Industry Certification: Review and Preparation  
Short Title: INDUSTRY CERT: REVIEW & PREP  
Discipline: Computer Science and Information Systems (R CSIS)  
Course Included in the following programs:  
A. Computer Technology, A.A. Degree Major or Certificate of Achievement  
B. PC Repair Technician, Certificate of Proficiency  
Grading Basis: Grade Only  
Repeatability: May be taken 2 times.  
Reason for Deactivation: ROP Computer Technology program ending Spring 2009.  
*Bruce W. Gan*

4. Course Number and Title: R CSIS 160 Introduction to Local Area Networking  
Short Title: INTRO LOCAL AREA NETWORKING  
Discipline: Computer Science and Information Systems (R CSIS)  
Prerequisites: R CSIS 155, and R CSIS 156  
Course Included in the following programs:  
A. Computer Technology, A.A. Degree Major or Certificate of Achievement  
B. Computer Network Administration with Emphasis in Cisco and Linux Management, A.A. Degree Major or Certificate of Achievement  
C. Computer Network Administration with Emphasis in Cisco and Microsoft Management, A.A. Degree Major or Certificate of Achievement  
D. Computer Network Administration with Emphasis in Microsoft and Linux Management, A.A. Degree Major or Certificate of Achievement  
E. Microcomputer Technology, Certificate of Proficiency  
Grading Basis: Grade Only  
Repeatability: May be taken 2 times.  
Reason for Deactivation: ROP Computer Technology program ending Spring 2009.  
*Bruce W. Gan*

5. Course Number and Title: R CSIS 161 PC/Network Security  
Discipline: Computer Science and Information Systems (R CSIS)  
Recommended Prep: R CSIS 161  
Course Included in the following programs:  
A. Computer Technology, A.A. Degree Major or Certificate of Achievement  
B. Computer Network Administration with Emphasis in Cisco and Linux Management, A.A. Degree Major or Certificate of Achievement  
C. Computer Network Administration with Emphasis in Cisco and Microsoft Management, A.A. Degree Major or Certificate of Achievement  
D. Computer Network Administration with Emphasis in Microsoft and Linux Management, A.A. Degree Major or Certificate of Achievement  
Transfer Acceptability: CSU  
Grading Basis: Grade Only  
Repeatability: May be taken 4 times.  
Reason for Deactivation: ROP Computer Technology program ending Spring 2009.  
*Bruce W. Gan*

6. Course Number and Title: R CSIS 172 Windows for Technicians  
 Discipline: Computer Science and Information Systems (R CSIS)  
 Prerequisites: R CSIS 170  
 Course Included in the following programs:  
     A. Computer Technology, A.A. Degree Major or Certificate of Achievement  
     B. Applications Support Specialist, Certificate of Proficiency  
     C. Microcomputer Operating Systems, Certificate of Proficiency  
     D. PC Repair Technician, Certificate of Proficiency  
 Grading Basis: Grade Only  
 Repeatability: May be taken 2 times.  
 Reason for Deactivation: ROP Computer Technology program ending Spring 2009.  
*Bruce W. Gan*

7. Course Number and Title: R UP 75 Introduction to Upholstery  
 Discipline: Upholstery (R UP)  
 Grading Basis: Grade Only

Reason for Deactivation: ROP Upholstery transitioning to Design and Consumer Education effective Fall 2009 and there is no need for this course.  
*Nancy J. Galli*

**J. Noncredit Course - New**

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

**K. Noncredit Course - Change**

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

**L. Noncredit Course - Deactivation**

1. There are no Noncredit Course Deactivations for this agenda

**M. Distance Learning\***

The following courses may be offered as distance learning and meet Title 5 Regulations 55200-55210, effective Fall 2009:

Catalog Subject/Number	Distance Learning Offering (s)
DT 127	Computer Assisted, Online
OIS 101	Online
OIS 102	Online
READ 120	Online

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

**N. Requisites and Advisories\***

The establishment of the following advisories meets Title 5 Regulation 55003, effective Fall 2009:

Catalog Subject/Number	Type	Description	Proposal Type
CI 106	Prerequisite	CI 105	Change
DT 127	Prerequisite	DT 125	Change
DT 130	Recomm. Prep.	DT 110 DT 128	Change
DT 200	Prerequisite	DT 125	Change
FASH 146	Corequisite	FASH 168	Change
FASH 147	Prerequisite	FASH 146	Change
	Corequisite	FASH 168	
GEOG 143	Prerequisite	GEOG 120	New
OIS 102	Recomm. Prep.	OIS 101	Change
		a keyboarding speed of 30 net words per minute	
PHOT 155	Prerequisite	PHOT 150	New
READ 120	Recomm. Prep.	READ 110	Change

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

**B. RESUMPTION OF REGULAR AGENDA**

**A. MUS 251 – APPROVAL EFFECTIVE SUMMER 2009**

Course was originally approved effective Fall 2009 but faculty has requested that the change be effective Summer 2009.

Course Number and Title: MUS 251 Master Class in Keyboard Literature, Analysis and Performance

Short Title: MASTER CLASS/KEYBOARD LIT

Discipline: Music (MUS)

Prerequisites: MUS 225, or the passing of equivalency test

Transfer Acceptability: CSU

Repeatability: May be taken 4 times.

*Existing Standalone Course.*

Added methods of instruction, added textbook, required reading and critical thinking, increased repeatability, updated Title 5 Repeatability language. Added Student Learning Outcomes.

*Peter F. Gach*

**B. TECHNICAL CORRECTIONS**

1. The following courses were corrected to accurately reflect the Palomar College Hours Required per Unit grid.

A. GCI255 Packaging Design – 4 units (3 hours Lec, 3 hours Lab)

B. GCMW105 Web Page Layout with CMS - 4 units (3 hours Lec, 3 hours Lab)

C. GCMW216 Web Database Design I - 4 units (3 hours Lec, 3 hours Lab)

D. GCMW226 Web Database Design II - 4 units (3 hours Lec, 3 hours Lab)

Motion 7

MSC Morrow, Gowen: Faculty Senate ratification of the Curriculum Committee meeting items dated March 18, 2009. The motion carried.

Several members of the Nursing department were present to provide information and answer questions about the proposal to approve the Associate of Sciences, Nursing (ASN) Degree.

**C. APPROVAL OF ASSOCIATE OF SCIENCE DEGREE FOR NURSING**

Move approval of the Associate of Sciences, Nursing (ASN) Degree. With the understanding that the Curriculum Committee approves the ASN degree only because of the exceptional and emergency situation that threatens the Nursing Program's accreditation. The creation of this Palomar College ASN degree that does not include the American History and Institutions requirement sets no precedent for any other degree and is only an extraordinary measure taken to preserve the Nursing Program's national accreditation.

The Curriculum Committee reaffirms its enduring commitment to the American History and Institutions requirement as a fundamental component of the Associates Degree offered by Palomar College. The Curriculum Committee approves the ASN Degree based on its understanding that the Associate of Arts, Nursing Degree, inclusive of the American History and Institutions requirement, will remain the primary and preferred degree offered by the Nursing Program.

The Curriculum Committee requests that the Faculty Senate and the Governing Board make similar statements reconfirming their commitment to the American History and Institutions requirement.

**EHPS Department Minority Statement Regarding the Proposed A.S. Degree**

For decades the study of American history and government has been a requirement for all degrees granted by Palomar College. Some faculty members believe that, without exception, this should continue to be the case.

We request, therefore, that the proposed A.S. Degree in Nursing continue such a tradition. Failure to incorporate the study of United States history and government represents a radical departure from college tradition and from the values of the community we serve.

As the proposed degree was drafted, senior department members were not made aware of this omission through the appropriate administrative channels. In the last few weeks, some faculty offered more than one way to include the study of American history and government, but none of these possibilities were pursued. Discussions to incorporate some standard of American history and government can still take place before the proposed degree goes before the Governing Board for public discussion.

**D. INFORMATION/DISCUSSION**

1. Status of Course Outline Reviews

A. The following courses have completed the course outline review process between February 9 and March 12, 2009, and are effective Fall 2009.

AIS	110	History of the Plains Indian
ANTH	225	Historical Archaeology
BMGT	125	Introduction to Labor Relations
BMGT	197	Business Management Topics
CFT	142	The Art and Craft of Planemaking
CHEM	10	Chemistry Calculations
CHEM	102	Chemistry and Society
CHEM	221	Organic Chemistry
CHEM	295	Directed Study in Chemistry
ENG	10	English Essentials
ENG	202	Critical Thinking and Composition
ENG	215	Introduction to the British Novel
ESL	102	Written Communication II
ESL	103	Written Communication III
GEOG	125	California Geology and Geography
HIST	108	World History Since 1650
ID	170	Space Planning
PSYC	100	Introduction to Psychology
PSYC	105	Marriage, Family, and Intimate Relationships
PSYC	230	Research Methods in Psychology
RE	155	Escrow and the Title Procedures
RE	156	Advanced Escrow Procedures
READ	50	Reading Improvement
SPAN	101	Spanish I
TA	115	Beginning Acting I: Fundamentals
TA	125	Beginning Oral Interpretation

**Associate of Science Degree in Nursing – ADN A.S. Degree Major**

Associate of Science Degree in Nursing (ADN) Curriculum

**Program Requirements**

MATH 56 Beginning/Intermediate Algebra	0 – 6 or
MATH 60 Intermediate Algebra	0 – 4 or
<i>an appropriate score on an approved math exam</i>	0
BIOL 102 Molecules and Cells	3
MICR 200 Fundamentals of Microbiology	4
ZOO 200 Anatomy	4
ZOO 203 Physiology	4

**Semester I**

NURS 117 Nursing I	9
NURS 103 Nursing Foundation I	2

**Semester II**

NURS 118 Nursing II	9
NURS 203 Nursing Foundation II	1

**Semester III**

NURS 217 Nursing III	9
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**Semester IV**

NURS 218 Nursing IV	9
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**Additional Related Support Courses**

*** ENG 100 English Composition	4
Psychology	3
Sociology	3
Speech	3
Humanities	3

**Total units 74**

Curriculum plan subject to change.

\*\*\*Three semester unit courses accepted from accredited colleges

The following courses for an Associate Degree from Palomar College are satisfied for graduates from the Associate of Arts Degree in Nursing (ADN) and the Associate of Science Degree in Nursing (ASN):

- Health & Physical Education requirement (waived by completing Nursing curriculum)
- Integrated Self and Life-Long Learning (met by completing Nursing curriculum)
- Multicultural requirement (met by completing NURS 103 or NURS 110 & 217)

Suggested curriculum and courses for students who intend to pursue a Bachelor's of Science in Nursing Degree are:

- Associate of Arts Degree in Nursing (ADN)
- Chemistry
- Statistics
- Foreign Language

Motion 8 MS Bishop, Norton: Faculty Senate ratification of the addition of the Associate of Sciences, Nursing (ASN) Degree. The motion was amended.

Motion 8 amended MSC Bishop, Norton: The Faculty Senate supports the scope of reasoning provided in the language of the motion approved by the Curriculum Committee at their March 18, 2009, meeting, approving the Associate of Science, Nursing (ASN) Degree. The motion carried.

Policies & Procedures: Brent Gowen provided a status report on the following Policies & Procedures, already reviewed and advanced by the Faculty Senate: AP 4020, Program and Curriculum Development; AP & BP 4103, Work Experience; and BP 4104, Workforce Development. Gowen reported that these are currently being formatted, and, once complete in a standard format, they will be forwarded to the task force.

Additionally, AP 4250, Probation; BP 4250, Probation Disqualification Readmission; and AP 4240, Academic Renewal, are being held pending further clarification from Herman Lee on Title 5 recommendations related to these areas.

Senators also received electronic copies of the following Policies and Procedures at the March 9, meeting:

- BP 4230, Grading and Academic Record Symbols
- BP 4231, Grade Changes
- BP 4232, Pass – No Pass
- BP 4240, Academic Renewal
- BP 4250, Probation Disqualification Readmission
- BP 4010, Academic Calendar
- BP 4226, Multiple and Overlapping Enrollments
- BP 4070, Auditing and Auditing Fees
- BP 4225, Course Repetition

- AP 4230, Grading and Academic Record Symbols
- AP 4231, Grade Changes
- AP 4232, Pass – No Pass
- AP 4255, Disqualification and Dismissal
- AP 4226, Multiple and Overlapping Enrollments
- AP 4070, Auditing and Auditing Fees
- AP 4010, Academic Calendar
- AP 4225, Course Repetition
- AP 4227, Course Repetition Absent Substandard Academic Work



AP 4228, Course Repetition – Sig Lapse of Time  
AP 4229, Course Repetition – Variable Units  
AP 4240, Academic Renewal  
AP 4250, Probation

After the Senate's review and its conclusion that no further discussion was needed on these items except those previously noted, the Senate agreed to forward them to the larger task force.

Monika Brannick asked that Senators bring their copies of AP 7120 and BP 7120, Recruitment and Hiring, to the April 6 meeting for further discussion. Specifically, she asked senators to review the composition of various hiring committees, especially in terms of faculty representation, and to consider a proposal to standardize the hiring of part-time faculty across disciplines.

Academic Technology  
Coordinator:

There was no report on this agenda item.

Faculty Manual  
Update:

There was no report on this agenda item.

ASG:

Claudia Duran provided the following ASG report:

- 9 students attended the ASAC conference in Washington DC this past week. They were fortunate enough to meet with Diane Feinstein, Brian Bilbray, and Darrell Issa.
- MEChA students are participating in a 24-hour fast to urge the college to promote information on AB540.
- A celebration of Cesar Chavez is scheduled for Tuesday, March 31, at the Student Union.

President Deegan:

Monika Brannick reported that she and Fari Towfiq would attend their weekly meeting with President Deegan on Wednesday, April 1.

Governing Board:

The next meeting of the Governing Board will be held on April 14.

Strategic Planning  
Council:

Brent Gowen reported that the Strategic Planning Council focused on the Accreditation visit at its last meeting.

Human Resources  
Planning Council:

Sue Norton stated that members of the Human Resources Planning Council also discussed the recent Accreditation report; the Council went on to discuss ways to improve diversity in hiring, one of the Accreditation Site team's recommendations.

Palomar Faculty  
Federation:

Jackie Martin-Klement distributed copies of a document that provided directions for accessing the Palomar Faculty Federation Profit & Loss statement from July 1, 2008, through March 3, 2009. It can be accessed at <http://palomarfacfed.org/>.

Learning Outcomes  
Council:

Marty Furch reported that members of the Learning Outcomes Council are meeting on Thursday, April 2. She also reported that the Steering Committee continues to meet regularly.

Senators briefly discussed the Accreditation Commission's recommendation on Student Learning Outcomes and the need for faculty awareness and participation in the SLO process.

Other:

Jackie Martin-Klement reported that the Palomar College Committee to Combat Hate now has a link on the main Palomar College page. It can be accessed at <http://www.palomar.edu/pc3h/>.

Other:

Jackie Martin-Klement reported on her and five other faculty members' attendance at the CFT convention. She noted that one issue of particular interest was a CFT resolution that unanimously opposed the inclusion of Student Learning Outcomes in faculty evaluations.

Other issues discussed at the convention included the current challenges facing California community colleges, which have seen a 40% reduction in their budgets over the past 8 years, as well as issues related to the ACCJC/WASC Accreditation process.

ADJOURNMENT:

The meeting was adjourned at 3:37 p.m.

Respectfully submitted,

Richard Hishmeh, Secretary