



Minutes of the  
MEETING OF THE FACULTY SENATE  
December 11, 2017

APPROVED

PRESENT: Melinda Carrillo, April Cunningham, Kelly Falcone, Jenny Fererro, Joel Glassman, Erin Hiro, Teresa Laughlin, Jackie Martin, Susan Miller, Ben Mudgett, Wendy Nelson, Lillian Payn, Travis Ritt, Tara Roach, Seth San Juan, Craig Thompson, Fari Towfiq, Ellen Weller, Anastasia Zavodny

ABSENT: William Dalrymple, Sierra Lovelace, Candace Rose, Lori Waite

GUESTS: Olga Diaz

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

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

Approval of Minutes:

Motion 1 MSC Zavodny, Laughlin: Faculty Senate approval of the minutes of December 4, 2017, as presented. The motion carried. Abstentions: Glassman, Weller

Public Comments: There were no public comments.

Announcements: Ellen Weller shared that she and six music students performed a variety of holiday and Broadway hits on Friday, December 8<sup>th</sup> for the Lilac Fire evacuees sheltering at Palomar. 50 tickets were also donated for weekend programs being held at the Brubeck theatre.

Travis Ritt also acknowledged Palomar faculty and staff members who came to campus on Friday and Saturday to assist evacuees. Kelly Falcone added that the community generously donated food, water, and clothing as well.

Agenda Changes: Travis Ritt asked Senate members to consider an Agenda change to add the Student Equity Integrated BSI/SSSP to Action.

Motion 2 MSC Laughlin, Towfiq: Faculty Senate approval of an amendment to the Agenda to add the Student Equity Integrated BSI/SSSP to Action. The motion carried.

Strategic Enrollment Management Plan: Ben Mudgett reported that at the recent Strategic Enrollment Draft Management Plan meeting Michelle Barton presented the plan goals and objectives, including the anticipated roles of student, faculty, staff, and administration. There was productive discussion regarding those areas and how to work together successfully and productively utilizing the guiding principles and structure outlined in the plan.

Travis Ritt added that he will forward a draft copy of the document to Senate members this week and it will be brought back for further discussion in the spring semester.

**Scheduling Group:** Wendy Nelson stated that she has attended several meetings as part of the group discussing scheduling for the North and South Education Centers. The centers are expected to focus on high enrollment, high demand courses to provide students an opportunity to complete their education goals at those centers where possible. The South Center is expected to be STEAM focused and the North Center focused more on business. Scheduling for courses offered at the centers will be data driven. Discussion followed on how classes will be selected and scheduled and the need for departmental input in that process. Nelson is advocating for the addition of more instructional faculty to the group.

**Process for New Curriculum:** Wendy Nelson indicated that members of the Curriculum Committee talked about the Curriculum approval process for new programs at their last meeting. Descriptors are being outlined regarding the current process of creating new courses or programs and providing a less cumbersome, more efficient process. She added that a workgroup has been created to discuss this issue and will bring some recommendations back to the Curriculum Committee in early February. Nelson stated that any faculty member interested in participating in the workgroup is welcome to join. Ben Mudgett emphasized the need for instructional faculty, stating that there is a need to respond to regional needs, regional consortium, and transfer needs.

**Faculty Senate Goals:  
Shared Governance:** Kelly Falcone discussed the need for a process to receive information and reports from faculty members who are members of various committees or councils. An option that is currently being utilized by classified staff is a Google form that can be filled out and viewed with the membership as a whole has been useful. Senate members agreed that this would be a useful option to share information. This will be discussed again early in the spring semester.

**Student Equity Integrated  
BSI/SSSP to Action:** Olga Diaz presented the 2017-19 Integrated Plan for Student Equity/BSI/SSSP, which encompasses four different categorical program areas: Basic Skills, Credit SSSP, Non-Credit SSSP, and Student Equity. In the past, the state of California requires the district to produce a budget for each of these but because of significant overlap we have been directed to combine them. The 2017-19 Integrated Student Equity BSI/SSSP follows the guidelines required for participation and now includes budget allocation formulas. Diaz shared the financial data with Senate members and a brief question and answer period followed regarding how the data is obtained, tracked, and utilized.

**Motion 3** MSC Towfiq, Nelson: Faculty Senate acceptance of the 2017-19 Integrated Student Equity BSI/SSSP as proposed. The motion carried.

**Committee  
Appointments:** Kelly Falcone reported that a faculty member is needed to serve on the Scholarship Committee.

Kelly Falcone also notified Senators that a Senator is needed to serve as Committee on Committee chair for the spring 2018 semester. The position comes with 20% release time.

Motion 4 MSC Towfiq, Thompson: Faculty Senate approval of the appointment of Susan Miller as the Committee on Committees Chair. The motion carried.

Motion 5 MSC Towfiq, Thompson: Faculty Senate approval of the following committee appointment:

Guided Pathways Plan

P.J. DeMaris, (FT) Counseling

The motion carried.

Motion 6 MSC Towfiq, Nelson: Faculty Senate acceptance of the results of the ballot for the following committee appointments:

Guided Pathways Plan

Cynthia Anfinson (FT) Math

Melinda Carrillo (FT) Reading

April Cunningham (FT) Library

Dillon Emerick (FT) Sociology

Wendy Nelson (FT) Media Studies

The motion carried.

Curriculum: Senators received electronic copies of the following Curriculum items:

**Palomar College Curriculum Committee Actions**

Wednesday, December 6, 2017 Room AA-140, 3:00 pm

**I. ACTION – SECOND READING** – The following curriculum changes, pending appropriate approvals, will be effective **SPRING 2018**:

**A. Courses Reviewed/Added Distance Education**

1. Course Number and Title: CHDV 140 Children's Literature and Language Development (*SBS*)

Discipline: Child Development (CHDV)

Transfer Acceptability: CSU

Distance Learning Offering(s): Online, Two-Way Video, Computer Assisted

Updated methods of instruction, textbooks and methods of assessment, added online, two-way video and computer assisted distance education.

*Laurel Anderson*

2. Course Number and Title: GEOG 100L Earth's Dynamic Environment: Physical Geography Lab (*MNHCS*)

Short Title: Earth's Dynamic Environment Lab

Discipline: Geography (GEOG)

CSU GE Area B: Scientific Inquiry and Quantitative Reasoning: B3: Laboratory Activity

IGETC Area 5: Physical and Biological Sciences: 5C: Laboratory Activity

Transfer Acceptability: UC, CSU

Distance Learning Offering(s): Online

Updated methods of assessment, added online distance Ed.

*Catherine Jain*

3. Course Number and Title: POSC 101 Introduction to Politics and American Political Institutions (*SBS*)

Discipline: Political Science (POSC)

Associate Degree General Education – D: Social and Behavioral Sciences

American History and Institutions – Sequence POSC 102

CSU GE Area D: Social Sciences – D8: Political Science, Government, and Legal Institutions

IGETC Area 4: Social and Behavioral Sciences – 4H Political Science, Government, and Legal Institutions

Transfer Acceptability: UC, CSU

Distance Learning Offering(s): Online, Two-Way Video, One-Way Video, Computer Assisted

Added online, two-way video, one-way video and computer assisted distance education.

*Peter Bowman*

**B. Distance Learning**

The following courses may be offered as distance learning and meet Title 5 Regulations 55200-55210, effective Spring 2018.

<b>Catalog/Subject Number</b>	<b>Learning Offerings</b>
CHDV 140	<u>Online, Two-Way Video, Computer Assisted</u>
GEOG 100L	<u>Online</u>
POSC 101	<u>Online, Two-Way Video, One-Way Video, Computer Assisted</u>

II. **ACTION – SECOND READING** – The following curriculum changes, pending appropriate approvals, will be effective **Fall 2018**:

**A. Credit Course/Program Package**

Package Title: EME Deactivations (*CTEE*)

Discipline: Emergency Medical Education (EME)

Description: Course material is integrated with other courses and curriculum needs to be streamlined and updated.

*Sarah DeSimone*

**1. Emergency Medical Education Course Deactivations**

a. Course Number and Title: EME 125 EMT Interface (*CTEE*)

Discipline: Emergency Medical Education (EME)

Prerequisites: EME 106, or EMT Basic

Transfer Acceptability: CSU

Grading Basis: Pass/No Pass Only

Reason for Deactivation: Material is no longer taught.

*Sarah DeSimone*

b. Course Number and Title: EME 197A Emergency Medical Education Workshop: Emergency (*CTEE*)

Medical Technician-Paramedic

Short Title: EME Wkshp: EMT-Paramedic

Discipline: Emergency Medical Education (EME)

Transfer Acceptability: CSU

Reason for Deactivation: Course is no longer taught.

*Sarah DeSimone*

c. Course Number and Title: EME 197B Emergency Medical Workshop: Emergency Medical

Technician – Basic (*CTEE*)

Short Title: EME Wksp: EMT-Basic

Discipline: Emergency Medical Education (EME)

Transfer Acceptability: CSU

Reason for Deactivation: Course is no longer taught.

*Sarah DeSimone*

d. Course Number and Title: EME 197E Emergency Medical Education Workshop: General (*CTEE*)

Short Title: EME Workshop: General

Discipline: Emergency Medical Education (EME)

Transfer Acceptability: CSU

Reason for Deactivation: Course is no longer taught.

*Sarah DeSimone*

e. Course Number and Title: EME 200 Advanced Cardiac Life Support (*CTEE*)

Discipline: Emergency Medical Education (EME)

Prerequisites: Current CPR for Health Care Providers Certificate or "BLS" CPR card and must be an M.D., R.N. or EMT P

Transfer Acceptability: CSU

Grading Basis: Pass/No Pass Only

Reason for Deactivation: Material integrated in other courses.

*Sarah DeSimone*

f. Course Number and Title: EME 201 Pediatric Advanced Life Support (*CTEE*)

Short Title: Pediatric Adv Life Support

Discipline: Emergency Medical Education (EME)

Prerequisites: Current CPR for Health Care Providers Certificate or "BLS" CPR card and must be an M.D., R.N. or EMT P

Transfer Acceptability: CSU  
Reason for Deactivation: Material is integrated into other courses.  
*Sarah DeSimone*

g. Course Number and Title: EME 202 Prehospital Trauma Life Support (*CTEE*)  
Short Title: Prehospital Trauma Life Support  
Discipline: Emergency Medical Education (EME)  
Prerequisites: Current CPR for Health Care Providers Certificate or "BLS" CPR card and must be an M.D., R.N. or EMT-P  
Transfer Acceptability: CSU  
Grading Basis: Pass/No Pass Only  
Reason for Deactivation: Material is integrated into other courses.  
*Sarah DeSimone*

h. Course Number and Title: EME 55 CPR for Health Care Providers (*CTEE*)  
Discipline: Emergency Medical Education (EME)  
Grading Basis: Pass/No Pass Only  
Reason for Deactivation: Material is taught in other courses.  
*Sarah DeSimone*

#### **B. Package Title: Fall 2018 Deactivation Campaign**

Discipline: American Indian Studies (AIS) (*Various Disciplines; Proposed under AIS*)  
Description: Courses departments have directed Instructional Services to deactivate according to the 3 and 4 year Active Course Aging Report. These courses were previously requested for deactivation. Deactivations will be effective fall 2018.  
*Package Submitted by Instructional Services (see courses for faculty)*

##### **1. American Indian Studies and American Studies Course Deactivations**

a. Course Number and Title: AIS 139 Native American Linguistics (*SBS*)  
Discipline: American Indian Studies (AIS)  
Course Included in the following programs:  
i. American Indian Studies, Cert. of Achieve.  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Computer Assisted, Online  
Reason for Deactivation: Deactivated at department's request.  
*Patricia Dixon*

b. Course Number and Title: AIS 160 American Indian Education (*SBS*)  
Discipline: American Indian Studies (AIS)  
Course Included in the following programs:  
i. American Indian Studies, Cert. of Achieve.  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Computer Assisted, Video Two Way, Online  
Reason for Deactivation: Deactivated at department's request.  
*Patricia Dixon*

c. Course Number and Title: AIS 161A / CS 161A Elementary Classical Nahuatl 1A (*SBS*)  
Short Title: Elem Classical Nahuatl 1A  
Discipline: American Indian Studies (AIS) / Chicano Studies (CS)  
Course Included in the following programs:  
i. American Indian Studies, Cert. of Achieve.  
ii. Univ. Studies: World Languages, A.A. Degree Major  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Computer Assisted, Online  
Reason for Deactivation: Deactivated at department's request.  
*Patricia Dixon*

d. Course Number and Title: AIS 161B / CS 161B Elementary Classical Nahuatl IB (*SBS*)  
Short Title: Elem Classical Nahuatl IB  
Discipline: American Indian Studies (AIS) / Chicano Studies (CS)  
Course Included in the following programs:  
i. Univ. Studies: World Languages, A.A. Degree Major  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Online

Reason for Deactivation: Deactivated at department's request.  
*Patricia Dixon*

e. Course Number and Title: AIS 170 Political/History Problems and Issues of California Indians (*SBS*)  
Short Title: Polit/Hist California Indians  
Discipline: American Indian Studies (AIS)  
Course Included in the following programs:  
    i. American Indian Studies, Cert. of Achieve.  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Computer Assisted, Telecourse, Online  
Reason for Deactivation: Deactivated at department's request.  
*Patricia Dixon*

f. Course Number and Title: AMS 104 American Family and Genealogy (*SBS*)  
Discipline: American Studies (AMS)  
Course Included in the following programs:  
    i. General Studies: Social and Behavioral Sciences, A.A. Degree Major  
Associate Degree General Education - D: Social and Behavioral Sciences  
Associate Degree Multicultural Requirement - Yes  
CSU GE Area D: Social Sciences - D3: Ethnic Studies  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Reason for Deactivation: Deactivated at department's request.  
*Patricia Dixon*

## **2. Digital Broadcast Arts and Journalism Course Deactivations**

a. Course Number and Title: DBA 103 / ENT 103 Introduction to Audio-Visual Systems (*AMBA*)  
Short Title: Intro to Audio-Visual Systems  
Discipline: Digital Broadcast Arts (DBA) / Entertainment Technology (ENT)  
Course Included in the following programs:  
    i. Radio and Television, A.A. Degree Major/Cert. of Achieve.  
    ii. Entertainment Technology, A.A. Degree Major/Cert. of Achieve.  
Transfer Acceptability: CSU  
Grading Basis: Grade Only  
Reason for Deactivation: Deactivated at department's request.  
*Wendy Nelson*

b. Course Number and Title: DBA 194A Radio Operations (*AMBA*)  
Discipline: Digital Broadcast Arts (DBA)  
Prerequisites: DBA 130 / ENT 130  
Transfer Acceptability: CSU  
Grading Basis: Grade Only  
Reason for Deactivation: Deactivated at department's request.  
*Wendy Nelson*

c. Course Number and Title: DBA 194B Experimental Topics - Television Operations (*AMBA*)  
Short Title: Exp Topics - TV Operations  
Discipline: Digital Broadcast Arts (DBA)  
Transfer Acceptability: CSU  
Grading Basis: Grade Only  
Reason for Deactivation: Deactivated at department's request.  
*Wendy Nelson*

d. Course Number and Title: JOUR 120 Magazine Editing and Production (*AMBA*)  
Short Title: Magazine Editing & Production  
Discipline: Journalism (JOUR)  
Recommended Prep: JOUR 101  
Course Included in the following programs:  
    i. Multimedia Journalism, A.S. Degree Major/Cert. of Achieve.  
Transfer Acceptability: CSU  
Reason for Deactivation: Deactivated at department's request.  
*Wendy Nelson*

## **3. Fashion Course Deactivations**

a. Course Number and Title: FASH 132 Costume and Culture (CTEE)

Discipline: Fashion (FASH)

Course Included in the following programs:

- i. General Studies: Social and Behavioral Sciences, A.A. Degree Major
- ii. Costume Design, A.S. Degree Major/Cert. of Achieve.

Associate Degree General Education - C: Humanities

Associate Degree Multicultural Requirement - Yes

CSU GE Area D: Social Sciences - D7: Interdisciplinary, Social or Behavioral Science

Transfer Acceptability: UC, CSU

Reason for Deactivation: Deactivated at department's request.

*Rita Campo Griggs*

b. Course Number and Title: FASH 137 Tailored Apparel Sewing (CTEE)

Discipline: Fashion (FASH)

Recommended Prep: FASH 136

Course Included in the following programs:

- i. Fashion Design, A.S. Degree Major/Cert. of Achieve.

Transfer Acceptability: CSU

Reason for Deactivation: Deactivated at department's request.

*Rita Campo Griggs*

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

Short Title: Computer Aided Design/Fashion

Discipline: Fashion (FASH)

Co-requisites: FASH 168

Course Included in the following programs:

- i. Fashion Design, A.S. Degree Major/Cert. of Achieve.

Transfer Acceptability: CSU

Reason for Deactivation: Deactivated at department's request.

*Rita Campo Griggs*

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

Short Title: Adv Comptr Aided Desgn/Fashion

Discipline: Fashion (FASH)

Prerequisites: FASH 146,

Co-requisites: FASH 168

Course Included in the following programs:

- i. Costume Design, A.S. Degree Major/Cert. of Achieve.

Transfer Acceptability: CSU

Reason for Deactivation: Deactivated at department's request.

*Rita Campo Griggs*

e. Course Number and Title: FASH 168 CAD Laboratory (CTEE)

Discipline: Fashion (FASH)

Co-requisites: FASH 146, or FASH 147

Transfer Acceptability: CSU

Reason for Deactivation: Deactivated at department's request.

*Rita Campo Griggs*

f. Course Number and Title: FASH 170 Introduction to Fabric Design/Painting (CTEE)

Short Title: Intro to Fabric Desgn/Painting

Discipline: Fashion (FASH)

Course Included in the following programs:

- i. Costume Design, A.S. Degree Major/Cert. of Achieve.

Transfer Acceptability: CSU

Reason for Deactivation: Deactivated at department's request.

*Rita Campo Griggs*

g. Course Number and Title: FASH 178 Fashion Career Portfolio (CTEE)

Discipline: Fashion (FASH)

Course Included in the following programs:

- i. Costume Design, A.S. Degree Major/Cert. of Achieve.

Transfer Acceptability: CSU

Reason for Deactivation: Deactivated at department's request.

*Rita Campo Griggs*

h. Course Number and Title: FASH 93 Specification Packets/Technical Design (*CTEE*)  
Short Title: Spec Packets/Technical Design  
Discipline: Fashion (FASH)  
Reason for Deactivation: Deactivated at department's request.  
*Rita Campo Griggs*

#### C. New Credit Programs

1. Program Title: Business Management (*AMBA*)  
Discipline: Business Management (BMGT)  
Award Type: Certificate of Achievement  
Total Units: 19  
Justification: To provide immediate job skills for students and also follow the pathway to an A.S. in General Business.  
*Jackie Martin*

2. Program Title: Creating Your Business in a Gig Economy (*AMBA*)  
Discipline: Business Management (BMGT)  
Award Type: Certificate of Proficiency  
Total Units: 7.00 - 10.00  
Justification: To provide short term training for Gig Economy workers.

*Jackie Martin*

3. Program Title: Japanese (*LL*)  
Discipline: Japanese (JAPN)  
Award Type: A.A. Degree Major or Certificate of Achievement  
Total Units: 23  
Justification: The College does not currently have a AA degree in Japanese. This will be our first degree/certificate program in Japanese and the curriculum is to match that of the AA-T degree. A new course is being created this summer that will be included in this program.  
*Ikenushi Masako*

#### D. New Noncredit Programs

1. Program Title: Project Management (*AMBA*)  
Discipline: Noncredit Business Management (N BMGT)  
Award Type: Certificate of Competency (Hours only; no units)  
Justification: The goal of this program is to train students for working in the field of project management and to prepare students for project management certifications as recognized by the Project Management Institute (PMI).  
*Jackie Martin*

#### E. Credit Program Reactivations

1. Program Title: Air Conditioning/Heating/Refrigeration (*CTEE*)  
Discipline: Air Conditioning/Heating/Refrigeration (ACR)  
Award Type: Certificate of Achievement  
Total Units: 16  
Justification: This was a very successful ROP program that was deactivated. The state has identified this as one of the areas that needs employees and brings high wages for trained personnel.  
*Dennis C. Lutz*

#### F. Credit Program Changes

1. Program Title: Computer Information Systems: Emphasis Data Analytics (*MNHCS*)  
Discipline: Computer Science and Information Technology - Information Technology (CSIT)  
Award Type: A.S. Degree Major/Cert. Achievement 18 units/more  
Total Units: 27.00 - 28.00  
Updated description, made changes to program, (Program Requirements: CSIT 150, CSIT 225, CSIT 226, CSIT 230, MATH 120; Group One (Choose 1): CSIT 145, CSIT 180, CSWB 180, CSCI 112; Group Two (Choose 1): CSWB 110, JOUR 200, BUS 152, CSIT 165).  
*Terrie Lynn Canon*

#### G. New Credit Courses

1. Course Number and Title: ACR 112 HVAC Controls and Automation (*CTEE*)



Discipline: Air Conditioning/Heating/Refrigeration (ACR)  
Prerequisites: ACR 102,  
Recommended Prep: ACR 101  
Course Included in the following programs:  
i. Air Conditioning/Heating/Refrigeration, A.S. Degree Major  
ii. Air Conditioning/Heating/Refrigeration, Certificate of Achievement  
Transfer Acceptability: CSU  
Justification: Required for the HVAC program.  
*Dennis Lutz*

2. Course Number and Title: ARTD 240 3D Printing for Artists (*AMBA*)  
Discipline: Art-Design (ARTD)  
Recommended Prep: ARTI 246  
Transfer Acceptability: CSU  
Justification: Addresses new career and entrepreneurial pathways and offers traditional artists (jewelers, sculptors) opportunities for commercial applications of their works.  
*Jay T. Schultz*

3. Course Number and Title: GERM 225 German Reading and Conversation (*LL*)  
Short Title: German Reading/Conversation  
Discipline: German (GERM)  
Prerequisites: GERM 102  
Course Included in the following programs:  
i. German, A.A. Degree Major or Certificate of Achievement  
Associate Degree General Education - C: Humanities  
CSU GE Area C: Arts and Humanities - C2: Humanities  
IGETC Area 3: Arts and Humanities - 3B: Humanities  
IGETC Area 6: Language other than English (101 level only) - 6A: Language other than English  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Online  
Justification: Course will be part of the new A.A. degree/Certificate of Achievement.  
*Beatrice Manneh*

4. Course Number and Title: ITAL 202 Italian IV (*LL*)  
Discipline: Italian (ITAL)  
Prerequisites: ITAL 201, or four years of high school Italian  
Course Included in the following programs:  
i. Italian, A.A. Degree Major or Certificate of Achievement  
Associate Degree General Education - C: Humanities  
CSU GE Area C: Arts and Humanities - C2: Humanities  
IGETC Area 3: Arts and Humanities - 3B: Humanities  
IGETC Area 6: Language other than English (101 level only) - 6A: Language other than English  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Online  
Justification: This course is being created as part of a soon to be proposed AA degree/certificate of achievement program, CSU/IGETC GE effective fall 2019.  
*Scott Nelson*

5. Course Number and Title: ITAL 225 Italian Reading and Conversation (*LL*)  
Short Title: Italian Reading/Conversation  
Discipline: Italian (ITAL)  
Prerequisites: ITAL 102  
Course Included in the following programs:  
i. Italian, A.A. Degree Major or Certificate of Achievement  
Associate Degree General Education - C: Humanities  
CSU GE Area C: Arts and Humanities - C2: Humanities  
IGETC Area 3: Arts and Humanities - 3B: Humanities  
IGETC Area 6: Language other than English (101 level only) - 6A: Language other than English  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Online  
Justification: Course will be part of our new AA degree and certificate program, CSU/IGETC GE effective fall 2019.  
*Scott Nelson*

6. Course Number and Title: MATH 75 STEM Prep Math I (*MNHCS*)

Discipline: Mathematics (MATH)  
Prerequisites: MATH 50, or MATH 53, or MATH 50B, or eligibility determined through the math placement process,  
Co-requisites: MATH 110  
Converting topics course to regular course. Part of first semester of Accelerated Math Gateway.  
*Wendy R. Metzger*

7. Course Number and Title: MATH 76 STEM Prep Math II (*MNHCS*)  
Discipline: Mathematics (MATH)  
Co-requisites: MATH 115  
Convert topics course to regular course. Part of second semester of Accelerated Math Gateway.  
*Wendy R. Metzger*

8. Course Number and Title: SOC 175 Introduction to LBGTQ Studies (*SBS*)  
Discipline: Sociology (SOC)  
Associate Degree General Education - D: Social and Behavioral Sciences  
Associate Degree Multicultural Requirement - Yes  
CSU GE Area D: Social Sciences - D3: Ethnic Studies  
IGETC Area 4: Social and Behavioral Sciences - 4D: Gender Studies  
IGETC Area 4: Social and Behavioral Sciences - 4G: Interdisciplinary, Social or Behavioral Science  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Online  
Justification: We have a significant population of gay and lesbian students as well as increasing awareness of the history and participation of LBGTQ persons in every aspect of American society.  
*Susan A. Miller*

#### H. Credit Course Changes

1. Course Number and Title: ASL 216L Interpreting IV Lab (*LL*)  
Discipline: American Sign Language (ASL)  
Co-requisites: ASL 216  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Computer Assisted, Video Two Way, Video One Way  
Unit value decreased from 2 to 1, lab hours decreased from 6 to 3, updated objectives, methods of instruction, and methods of assessment, added Computer Assisted, Video Two Way, and Video One Way distance Ed.  
*Melissa B. Smith*

2. Course Number and Title: BUS 130 Principles of Supply Chain Management (*AMBA*)  
Short Title: Supply Chain Mgmt  
Discipline: Business Education (BUS)  
Course Included in the following programs:  
i. Business Management, A.S. Degree Major/Cert. of Achieve.  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Updated title, objectives, methods of instruction, outline, textbooks, required reading, suggested reading, outside assignments, critical thinking, required writing and methods of assessment.  
*Jackie Martin*

3. Course Number and Title: EME 211 Clinical Integration I (*CTEE*)  
Discipline: Emergency Medical Education (EME)  
Co-requisites: EME 207, and EME 207L  
Course Included in the following programs:  
i. Paramedic Training, A.S. Degree Major/Cert. of Achieve.  
Transfer Acceptability: CSU  
Grading Basis: Pass/No Pass Only  
Added 1 unit option, added 3 hours lab, removed EME 208 and EME 208L as corequisites, updated textbook.  
*Sarah DeSimone*

4. Course Number and Title: EME 212 Clinical Integration II (*CTEE*)  
Discipline: Emergency Medical Education (EME)  
Co-requisites: EME 209, and EME 209L, or EME 210, EME 208, EME 208L  
Course Included in the following programs:  
i. Paramedic Training, A.S. Degree Major/Cert. of Achieve.  
Transfer Acceptability: CSU  
Grading Basis: Pass/No Pass Only  
Added unit value of 2, added 6 hours lab, added EME 208 and EME 208L as corequisites, updated textbook.

*Sarah DeSimone*

5. Course Number and Title: EME 220 Paramedic Refresher A (*CTEE*)  
Discipline: Emergency Medical Education (EME)  
Transfer Acceptability: CSU  
Updated title, removed all variable units except for 4, removed all lecture hours except for 2 added 6 lab hours, updated prerequisites (see above), updated description, textbook and methods of assessment.  
*Sarah DeSimone*

6. Course Number and Title: EME 224 Clinical Refresher (*CTEE*)  
Discipline: Emergency Medical Education (EME)  
Prerequisites: Failure in EME 215., RN, MD, PA or former Paramedic who meets the State of California Code of Regulations, Title 22  
Transfer Acceptability: CSU  
Updated units to 0.5 and 1, deleted lecture hours, added 1.5 as lab hour option, updated prerequisite to include, "RN, MD, PA or former Paramedic who meets the State of California Code of Regulations, Title 22," removed EME 223 as corequisite, updated description, textbook, outside assignments, critical thinking and required writing.  
*Sarah DeSimone*

7. Course Number and Title: ENG 260 Literature through Film (*LL*)  
Discipline: English (ENG)  
Prerequisites: ENG 50, or Eligibility for ENG 100  
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  
Removed wording, "as determined through the English placement process," from prerequisite, added methods of instruction, updated textbooks list, added methods of assessment.  
*Rocco L. Versaci*

8. Course Number and Title: ENG 280 Women and Literature (*LL*)  
Discipline: English (ENG)  
Prerequisites: ENG 50, or Eligibility for, ENG 100, as determined through the English placement process.  
Associate Degree General Education - C: Humanities  
Associate Degree Multicultural Requirement - Yes  
CSU GE Area C: Arts and Humanities - C2: Humanities  
IGETC Area 3: Arts and Humanities - 3B: Humanities  
Transfer Acceptability: UC, CSU  
Updated description, objectives, content outline, textbooks and required reading.  
*Abbie Cory*

9. Course Number and Title: ESL 102 Written Communication II (*LL*)  
Discipline: English as a Second Language (ESL)  
Prerequisites: ESL 101, or eligibility established through the English as a Second Language placement process.  
Associate Degree General Education - C: Humanities  
CSU GE Area C: Arts and Humanities - C2: Humanities  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Online  
Removed "minimum grade of C" note and updated textbooks, added online distance education.  
*Gary Sosa*

10. Course Number and Title: ESL 103 Written Communication III (*LL*)  
Discipline: English as a Second Language (ESL)  
Prerequisites: ESL 102, or eligibility established through the English as a Second Language placement process.  
Associate Degree General Education - C: Humanities  
CSU GE Area C: Arts and Humanities - C2: Humanities  
Transfer Acceptability: UC, CSU  
Distance Learning Offering(s): Online  
Removed "minimum grade of C" note, methods of instruction, updated textbooks, added online distance education, added online distance education.  
*Gary Sosa*

11. Course Number and Title: ESL 9 English Pronunciation I (*LL*)  
Discipline: English as a Second Language (ESL)  
Distance Learning Offering(s): Online

Updated methods of instruction, content outline, textbooks, required reading, outside assignments and required writing, added online distance education.

*Gary Sosa*

12. Course Number and Title: GC 115 Graphics and Media: A Multicultural Perspective (*AMBA*)

Short Title: Graphics/Media: Multicultural

Discipline: Graphic Communications (GC)

Course Included in the following programs:

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

ii. Interactive Media Design: Emphasis in Multimedia Design A.S. Degree/Cert. of Achieve.

Associate Degree General Education - C: Humanities

Associate Degree Multicultural Requirement - Yes

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): Video Two Way, Online

Removed MCS cross-listing, updated CB 11 to Credit Course.

*Lillian S. Payn*

### **I. Credit Course Reactivations**

1. Course Number and Title: ACR 103 Air Conditioning, Heating, and Refrigeration: Heating (*CTEE*)

Short Title: AIR COND/HEATING/REFRIG Heating

Discipline: Air Conditioning/Heating/Refrigeration (ACR)

Recommended Prep: ACR 101, ACR 102

Course Included in the following programs:

i. Air Conditioning, Heating and Refrigeration Entry Employment Ready, Cert. of Proficiency

ii. Air Conditioning/Heating/Refrigeration, A.S. Degree Major

iii. Air Conditioning/Heating/Refrigeration, Certificate of Achievement

Transfer Acceptability: CSU

Grading Basis: Grade Only

Reactivating for HVAC program, updated numbering for transfer acceptability, updated units, lecture and lab hours, description, objectives, content, textbooks, critical thinking, methods of assessment and repeatability (removed).

*Dennis C. Lutz*

2. Course Number and Title: ACR 110 Advanced Air Conditioning, Heating and Refrigeration (*CTEE*)

Short Title: ADV AIR COND, HEATING, REFRIG

Discipline: Air Conditioning/Heating/Refrigeration (ACR)

Prerequisites: ACR 101, and ACR 102

Course Included in the following programs:

i. Air Conditioning/Heating/Refrigeration, Certificate of Achievement

ii. Air Conditioning/Heating/Refrigeration, A.S. Degree Major

Transfer Acceptability: CSU

Grading Basis: Grade Only

Justification: Reactivation of ACR-56 for HVAC program. Changed number.

*Dennis C. Lutz*

3. Course Number and Title: DR 10 Educational Assessment/Guidance (*COUN*)

Short Title: Educational Assessment/Guidance

Discipline: Disability Resource (DR)

Grading Basis: Pass/No Pass Only

Repeatability: May be taken 2 times.

Justification: Want to offer learning strategies along with assessment.

*Leigh Ann Van Dyke*

4. Course Number and Title: NURS 120 Pharmacology for Nurses I (*MNHCS*)

Discipline: Nursing Education (NURS)

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Justification: The Nursing department recognized the need for additional pharmacological preparation for the entry level nursing student to increase success and reduce attrition.

*Julia Robinson*

5. Course Number and Title: NURS 121 Pharmacology for Nurses II (*MNHCS*)

Discipline: Nursing Education (NURS)

Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Justification: The Nursing department recognized the need for additional pharmacological preparation for the entry level student to increase success and reduce attrition.  
*Julia Robinson*

6. Course Number and Title: NURS 140 Adult Health Assessment (*MNHCS*)  
Discipline: Nursing Education (NURS)  
Transfer Acceptability: CSU  
Distance Learning Offering(s): Online  
Justification: The Nursing department recognized the need for additional health assessment preparation for the entry level nursing student to increase success and reduce attrition.  
*Julia Robinson*

#### **J. Credit Course Deactivations**

1. Course Number and Title: MATH 63 Intermediate Algebra with Geometry (*MNHCS*)  
Short Title: Inter Algebra with Geometry  
Discipline: Mathematics (MATH)  
Prerequisites: MATH 50, or MATH 50B, or MATH 53, or eligibility determined through the math placement process  
Associate Degree General Education - A2: Communication and Analytical Thinking  
Reason for Deactivation: Math Department no longer offers this course.  
*Wendy R. Metzger*

#### **K. New Noncredit Courses**

1. Course Number and Title: N ART 951 Advanced Ceramic Techniques for Older Adults (*AMBA*)  
Discipline: Art (N ART)  
Justification: This class will help older adults maintain mental acuity and physical dexterity while developing creative expression.  
*Sasha Jonestein*

2. Course Number and Title: N BMGT 954 Business Canvas (*AMBA*)  
Discipline: Noncredit Business Management (N BMGT)  
Justification: Part of the Small Business non-credit certificate.  
*Jackie Martin*

3. Course Number and Title: N BMGT 986 Project Management: Integration & Scope Management (*AMBA*)  
Discipline: Noncredit Business Management (N BMGT)  
Distance Learning Offering(s): Online  
Justification: Provide students the big picture of a project to include scope, cost, time, and the integration of the three components. This course provides the foundations of project management.  
*Jackie Martin*

4. Course Number and Title: N BMGT 987 Microsoft Project Management (*AMBA*)  
Discipline: Noncredit Business Management (N BMGT)  
Distance Learning Offering(s): Online  
Justification: To train students for working in the field of project management and to prepare students for project management certifications via the Project Management Institute (PMI) and its affiliates.  
*Jackie Martin*

5. Course Number and Title: N BMGT 989 Leadership and Conflict Resolution (*AMBA*)  
Discipline: Noncredit Business Management (N BMGT)  
Distance Learning Offering(s): Online  
Justification: Provide students with communication essentials for reaching goals, meeting protocol, and managing change and conflict within the scope of team dynamics—all essential for project mgmnt.  
*Jackie Martin*

6. Course Number and Title: N BMGT 990 Capstone; Bringing it all together (*AMBA*)  
Discipline: Noncredit Business Management (N BMGT)  
Distance Learning Offering(s): Online  
Justification: Comprehensive review of Project Management “Process Groups and Knowledge Areas” to prepare students for industry certification in Project Management through Project Management Institute.  
*Jackie Martin*

7. Course Number and Title: N ESL 10 English Pronunciation II (*LL*)  
Discipline: English as a Second Language (N ESL)  
Justification: Due to repeatability and a focus on skills attainment, NESL 10 will increase the access and success of non-native adult speakers in employment and community participation.  
*Gary Sosa*

8. Course Number and Title: N ESL 12 ESL Grammar Skills I (*LL*)  
Discipline: English as a Second Language (N ESL)  
Justification: Due to repeatability and a focus on skills attainment, NESL 12 will increase the access and success of non-native adult speakers in developing stronger language accuracy in English.  
*Gary Sosa*

9. Course Number and Title: N ESL 13 ESL Grammar Skills II (*LL*)  
Discipline: English as a Second Language (N ESL)  
Justification: Due to repeatability and a focus on skills attainment, NESL 13 will increase the access and success of non-native adult speakers in developing stronger language accuracy in English.  
*Gary Sosa*

10. Course Number and Title: N ESL 14 ESL Grammar Skills III (*LL*)  
Discipline: English as a Second Language (N ESL)  
Justification: Due to repeatability and a focus on skills attainment, NESL 14 will increase the access and success of non-native adult speakers in developing stronger language accuracy in English.  
*Gary Sosa*

11. Course Number and Title: N ESL 45 Reading and Writing Essentials I (*LL*)  
Discipline: English as a Second Language (N ESL)  
Justification: N ESL 45 will increase the access and success of non-native English speaking adults in our floor level academic ESL course due to repeatability and a focus on skills attainment.  
*Gary Sosa*

12. Course Number and Title: N ESL 55 Reading and Writing Essentials II (*LL*)  
Discipline: English as a Second Language (N ESL)  
Justification: Due to repeatability and a focus on skills attainment, NESL 55 will increase the access and success of non-native adult learners, preparing them for advanced ESL writing classes.  
*Gary Sosa*

13. Course Number and Title: N ESL 9 English Pronunciation I (*LL*)  
Discipline: English as a Second Language (N ESL)  
Justification: Due to repeatability and a focus on skills attainment, NESL 9 will increase the access and success of non-native adult speakers for employment and community participation.  
*Gary Sosa*

14. Course Number and Title: N GEOG 900 Introduction to Drone Safety and Applications (*MNHCS*)  
Discipline: Noncredit Geography (N GEOG)  
Distance Learning Offering(s): Computer Assisted, Video One Way, Online  
Justification: This course will provide remote drone pilots with the foundational knowledge needed to fly safely and responsibly. It will also cover emerging drone applications and job opportunities for pilots.  
*Wing H. Cheung*

15. Course Number and Title: N PHOT 916 Alternative Photographic Processes for Older Adults (*AMBA*)  
Discipline: Noncredit Photography (N PHOT)  
Justification: Add Non-credit Adult Ed  
*Donna Cosentino*

**L. Requisites and Advisories**

The establishment of the following advisories meets Title 5 Regulations 55003, effective Fall 2018.

Catalog Number	Type	Description	Proposal Type
ACR 103	Recomm. Prep.	ACR 101, ACR 102	Reactivation
ACR 110	Prerequisite	<u>ACR 101, and ACR 102</u>	Reactivation
ACR 112	Prerequisite	<u>ACR 102</u>	New
	Recomm. Prep.	<u>ACR 101</u>	
ARTD 240	Recomm. Prep.	<u>ARTI 246</u>	New

ASL 216L	Corequisite	<u>ASL 216</u>	Change
EME 211	Corequisite	EME 207, and EME 207L, <del>EME 208 and EME 208L</del>	Change
EME 212	Corequisite	EME 209, and EME 209L, or EME 210, <u>EME 208, EME 208L</u>	Change
ENG 260	Prerequisite	ENG 50, or Eligibility for ENG 100 as <del>Determined through the English placement Process.</del>	Change
ENG 280	Prerequisite	ENG 50, or Eligibility for, ENG 100, as Determined through the English placement Process	Change
ESL 102	Prerequisite	<del>Minimum grade of C in</del> ESL 101, or eligibility established through the English as a Second Language placement process.	Change
ESL 103	Prerequisite	<del>Minimum grade of C in</del> ESL 102, or Eligibility established through the English as a Second Language placement process.	Change
GERM 225	Prerequisite	<u>GERM 102</u>	New
ITAL 202	Prerequisite	<u>ITAL 201</u> or four years of high school <u>Italian</u>	New
ITAL 225	Prerequisite	<u>ITAL 102</u>	New
MATH 75	Prerequisite	<u>MATH 50, or MATH 53, or MATH 50B, or eligibility determined through the math placement process</u>	New
	Corequisite	<u>MATH 110</u>	
MATH 76	Corequisite	<u>MATH 115</u>	New

**M. Distance Learning**

The following courses may be offered as distance learning and meet Title 5 Regulations 55200-55210, effective Fall 2018.

<b>Catalog/Subject Number</b>	<b>Learning Offerings</b>
ASL 216L	<u>Computer Assisted, Video Two Way, Video One Way</u>
BUS 130	<u>Online</u>
ESL 102	<u>Online</u>
ESL 103	<u>Online</u>
ESL 9	<u>Online</u>
GC 115	Video Two Way, Online
GERM 225	<u>Online</u>
ITAL 202	<u>Online</u>
ITAL 225	<u>Online</u>
N BMGT 986	<u>Online</u>
N BMGT 987	<u>Online</u>
N BMGT 989	<u>Online</u>
N BMGT 990	<u>Online</u>
N GEOG 900	<u>Computer Assisted, Video One Way, Online</u>
NURS 120	<u>Online</u>
NURS 121	<u>Online</u>
NURS 140	<u>Online</u>
SOC 175	<u>Online</u>

**III. INFORMATION**

**A. Course Outline Reviews**

The following courses have completed the course outline review process between November 10, 2017 and December 1, 2017 and are effective Fall 2018.

COUN	120	Quest for Identity and Life Skills
CSIT	125	Computer Information Systems
ECON	101	Principles of Economics (Macro)
ENG	100	English Composition
RS	110	Religion in America

Motion 7

MSC Nelson, Fererro: Faculty Senate ratification of the Curriculum Committee Actions dated December 6, 2017. The motion carried.

Faculty Emeritus:

Motion 8 MSC Towfiq, Falcone: Faculty Senate approval of granting Emeritus Status to the following faculty members:

Philip L. de Barros, Professor, Behavioral Sciences Department, effective December 31, 2017. He has served Palomar College for over 23 years from August 19, 1994 to December 30, 2017.

Jose' Fernandez, Counselor/Professor, Counseling Department, effective December 16, 2017. He has served Palomar College for over 20 years from July 15, 1997 to December 15, 2017.

Frederick Levine, Professor, Art Department, effective January 3, 2018. He has served Palomar College for over 23 years from August 19, 1994 to January 2, 2018.

The motion carried.

Senate President  
Report:

Travis Ritt reported that 6 full-time faculty positions are on the Governing Board Agenda for the December 12 meeting.

Strategic Planning  
Council:

Members of the Strategic Planning Council discussed several Policies & Procedures at their recent meeting. Several Instructional Policies & Procedures will be brought to the Senate in the spring semester.

Palomar Faculty  
Federation:

Jenny Fererro stated that on-campus office hours for the Palomar Faculty Federation (PFF) will be held through Friday at 1:00 p.m. for those PFF members who have yet to receive their gift card.

The last PFF meeting of the semester will be held on Thursday, December 14 from 4:00 – 6:00 p.m. at the off-campus office. All are welcome to attend.

Articulation:

Ben Mudgett reported that he recently attended the Regional Articulation Officer Transfer Center Director Meeting. The event was well attended by representatives from Cal State San Marcos, UC San Diego, San Diego State, as well as several private universities. There was discussion on issues, concerns, and opportunities in the area related to Transfer, Articulation, and major preparation. We are still waiting on UC Transfer Course approvals that are delayed due to the new Assist Technology that is malfunctioning. The CSU and IGETC GE approvals which moved forward through the Curriculum Committee and Senate last year have been submitted to the UC and CSUs for review. Responses are expected by April and become effective the following fall.

Accreditation:

Travis Ritt indicated that the Accreditation Steering Committee will encourage faculty to participate in ACCJC training modules in the spring semester. This will provide helpful information on what is required of faculty, staff, and the district during that process. More information will be available in the spring.



Academic Technology  
& Distance Education:

Lillian Payn provided the following written report of the Academic Technology and Distance Education Committee:

**>>>> BLACKBOARD CANVAS IMPORTANT DATES**

Starting Spring 2018 course shells will only available in Canvas. Palomar has discontinued the use of Blackboard in favor of the Canvas Learning Management System.

Students will continue to have access to their Fall 2017 Blackboard courses until December 30, 2017. (We shall send announcements to students after this semester ends in order to avoid confusion.)

To assist faculty with their course transfers to Canvas from Blackboard, all 2017 Blackboard courses will remain available for faculty to copy and export/archive until May 26, 2018. We recommend backing up your Blackboard courses for your own archives, as well as downloading grades for future reference.

In the meantime, please see the winter schedule below for the ATRC staff who are standing by to assist faculty in this transition over the winter break.

**>>>> EXTENSIONS FOR STUDENTS IMPACTED BY THE FIRES**

Due to the fires, impacted students may be accommodated by extending the availability of the courses. While an Incomplete grade may be the simplest solution in order to submit grades on time, each instructor can change the dates in the LMS.

**Blackboard:** For example, you can change the end date in each course, to be open until Dec. 30. (Please let us know if you need to keep it open longer in Blackboard, as we shall need to think about how we can do this.)

**Canvas:** You can change the end date in each course. The due dates cannot be changed on the assignments, so each assignment will appear "late" in the grade sheet. (In Canvas, go to SETTINGS, in the lower far left navigation bar, and then click on the COURSE DETAILS tab in the upper right corner. Scroll down to course begin and end dates.)

**>>> ATRC HOURS DURING WINTER BREAK**

December 18 – 22, 2017: ATRC staff available regular hours

December 23 – January 1: ATRC closed

January 2, 2018: ATRC staff return to regular hours

Hours: MTuWTh – 8 am to 8 pm, F – 8 am to 4 pm

Please call or make an appointment to lock in your meeting time.

**>>> POET:** 21 to date this 2017-18 academic year /// 26 total in 2016-17 academic year (compared to this 1/2 year) 161 instructors validated to teach online sine Jan., 2012.

**>>> LMS STATS**

35.1% of Fall 2017 Bb courses are available. (Total Courses: 2,288)

34.8% of Fall 2017 Canvas courses are published. (Total Courses: 2,295)

Teachers: 428

Students: 14,465

**>>> CONTACT INFO FOR ATRC TECHNICAL STAFF:**

- 1). Help ticket: <https://www2.palomar.edu/atrc/helpdesk/>
- 2) E-mail: [atrc@palomar.edu](mailto:atrc@palomar.edu)
- 3) Call: (760) 744-1150 x2862
- 4) Walk on over: LL 110/LL 111

To review the many resources in the Canvas Transitions site: <http://www2.palomar.edu/pages/canvastransition/>

ADJOURNMENT: The meeting was adjourned at 3:46 p.m.

Respectfully submitted,

Jenny Fererro, Secretary