



Minutes of the  
MEETING OF THE FACULTY SENATE  
February 25, 2019

APPROVED

PRESENT: Melinda Carrillo, April Cunningham, William Dalrymple, Jenny Fererro, Erin Hiro, Teresa Laughlin, Lawrence Lawson, Sierra Lovelace, Jackie Martin, Wendy Nelson, Lillian Payn, Steve Perry, Travis Ritt, Candace Rose, Seth San Juan, Craig Thompson, Fari Towfiq, Lori Waite, Anastasia Zavodny

ABSENT: Kelly Falcone, Michael Hernandez, Benjamin Mudgett

GUESTS: Lisa Cecere, Kena Haun (Telescope), Barb Kelber, Pam McDonough, Patriceann Mead, Susan Snow, Rocco Versaci, Lesley Williams

CALL TO ORDER: The meeting was called to order by the President, Travis Ritt, at 2:30 p.m. in the Library Conference Room (LL116).

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

Approval of Minutes:

Motion 1 MSC Thompson, Zavodny: Faculty Senate approval of the minutes of February 11, 2019, as amended. The motion carried. Abstention: Waite

Public Comment: Senators discussed their meetings being held in LL116 due to insufficient space in SU-30. It was noted that Senate conference room was renamed the Bill Bedford Faculty Senate Room several years ago honoring that faculty colleague who oversaw the creation of the Faculty Senate and the Faculty Constitution. It is hoped that in the future the Faculty Senate can retain its own larger space on campus.

Announcements: One Senator noted the section in the minutes that provides written reports and asked when questions in those reports could be discussed by the Senate. Travis Ritt indicated that he would attempt to provide time later in today's meeting. It was also suggested that the minutes reflect when reports are submitted in writing but not discussed at the meeting. I.A.1, I.A.2

Travis Ritt announced that the process is ongoing of creating a Memorandum of Understanding (MOU) with the University of Redlands that would allow Business students to transfer to Redlands and pay the same fees charged at Cal State San Marcos. 1.B.3

Travis Ritt announced that Guided Pathways is launching Meta Major activities beginning Friday, March 1 at the Chairs and Directors meetings. A whole series workshop for faculty and staff is upcoming. The Senate will also launch an activity at the March 11 meeting. 1.B.1

Ritt also announced that as a result of ongoing efforts to host the Statewide Academic Senate at one of our Senate meetings, Academic Senate President John Stankas and a Community College League of California (CCLC) representative will attend our April 15, 2019, meeting. Soon Senators will be receiving a survey on what issues they'd like brought forward for discussion during that meeting.1.C.11

Agenda Changes: Senators agreed to add Information Item F, Discussion of Reports, to today's Agenda.

Committee Appointments:

Motion 2 MSC Laughlin, Nelson: Faculty Senate ratification of the following committee appointment:

Hiring Committee, Dean of Mathematics, Sciences, & Engineering Division  
Daniel Finkenthal (FT), Physics & Engineering

The motion carried.

Curriculum: The following Curriculum items dated February 20, 2019 were sent to Senators electronically:

Palomar College Curriculum Committee Action (II.A.5)  
Wednesday, February 20, 2019

SECOND READING – The following curriculum changes, pending appropriate approvals, will be effective FALL 2019:

Credit Courses – New

1. Course Number and Title: CHDV 205A Internship in Child and Family Services Lab  
Short Title: CHDV Internship Lab  
Discipline: Child Development (CHDV)  
Corequisite: CHDV 205  
Prerequisite: CHDV 100, CHDV 115 and CHDV 105  
Transfer Acceptability: CSU Transfer Course – Yes  
Repeatability: May be taken 4 times  
Justification: Internship lab aligns with cooperative education experience to meet the state mandated guidelines for supervision in lab settings.  
*Lauren Anderson*
2. Course Number and Title: DNCE 283 Musical Theatre Scenes III  
Short Title: Musical Theatre Scenes III  
Discipline: Dance (DNCE)  
Prerequisite: DNCE 174  
Transfer Acceptability: CSU Transfer  
Course Grading Basis: Grade/Pass/No Pass  
Justification: We are starting to focus on the performance of musicals for our Performing Arts Department  
*Margaret M. Faulkner*
3. Course Number and Title: DNCE 284 Musical Theatre Scenes IV  
Short Title: Musical Theatre Scenes IV  
Discipline: Dance (DNCE)  
Prerequisite: DNCE 283  
Justification: Palomar Performing Arts is making the commitment to perform more musicals which necessitates training the students in Musical Theatre.  
*Margaret M. Faulkner*

4. Course Number and Title: ENG 49 Reading and Writing for College Composition  
Short Title: RWCC  
Discipline: English (ENG)  
Corequisite: ENG 100  
Grading Basis: Grade/Pass/No Pass  
Repeatability: May be taken 3 times  
Justification: Compliance with the requirements of AB 705  
*Barbara N. Kelber*
  
5. Course Number and Title: ESL 31 Writing Support for the Sciences for Non-Native Speakers  
Short Title: Writing for Sciences for NNSs  
Discipline: English as a Second Language (ESL)  
Distance Learning Offering(s): Online Course  
Justification: The ESL Departments wants to expand its offerings to support students who are already enrolled in science courses at Palomar College and who need focused support for the type of writing they are doing in their science courses. It's often the case that in science courses, most of the students' time is spent learning the science content, but little time can be devoted to writing (and reading) instruction in the science classroom. By offering this one-unit course, we're hoping to serve this need and expand our offerings to students who need the type of support we offer but who are already taking mainstream science courses. This course is designed for students to take currently with a science course.  
*Lawrence Lawson*
  
6. Course Number and Title: ESL 110 College Composition for Non-Native Speakers  
Short Title: College Composition for NNSs  
Discipline: English as a Second Language (ESL)  
Prerequisite: ESL 103, or eligibility determined through the English as a Second Language Placement Process or ESL 106  
Transfer Acceptability: UC/CSU Transfer Course – Yes Distance  
Learning Offering(s): Online  
Course Grading Basis: Grade/Pass/No Pass  
Justification: This course is being created in response to AB 705 where the Chancellor's office has encouraged ESL departments to create courses that mirror transfer-level English composition courses as one way to achieve the goal of getting ESL students to and through English 100 within three years. See the Chancellor's guidance statement here: "Explore credit ESL pathways to transfer-level English that allow for credit ESL faculty to [...] create a credit ESL course that is the equivalent of transfer-level English." This is done not to supplant English 100 but to enhance our support for non-native speakers of English and ensure they have the support needed to get through college-level English in three years, per AB 705.  
*Lawrence Lawson*
  
7. Course Number and Title: LT 105 Research Skills & Informed Learning  
Short Title: Research & Informed Learning  
Discipline: Library Technology (LT)  
Course Included in the following programs:  
Library and Information Technology – A.S. Degree Major/Cert. Achievement 18 unite/more (In Review)  
Transfer Acceptability: CSU Transfer Course – Yes Distance  
Learning Offering(s): Online  
Grading Basis: Grade/Pass/No Pass  
Justification: Demand for Library/Media Technicians continues to grow in San Diego County and the state, particularly in school libraries. This course gives students a conceptual foundation in the core components of the research process and information literacy as well as hands-on practice with using online libraries, search tools, citation tools, and search strategies. The new course is built on the Association for College & Research Libraries' Framework for Information Literacy <http://www.ala.org/acrl/standards/ilframework>, and will also introduce students to American Association of School Libraries' Standards Framework for Learners, <https://standards.aasl.org/wp-content/uploads/2017/11/AASL-Standards-Gramework-for-Learners-pamphlet.pdf>. Our professional standards listed above are essential skills for students

in the Library and Information Technology program because they support their success in other LIT courses, help Library/Media Technicians to navigate their libraries' collections, and provide the foundation for enabling them to develop informed learners among library users. This course will be a requirement for the LIT certificate or degree. We plan to phase out our current 1-unit course on information literacy and replace that requirement with this new 3-unit course on research skills and informed learning. This will not increase the unit requirements for our certificate because of other changes we are planning to make to our requirements. The benefit of this new course in place of the current 1-unit course on information literacy is that it will give us time to teach students about their own research practices at the same time we are teaching them about the information needs and informed learning opportunities for the populations they will serve as library technicians, not only in school libraries but in public, academic, and special libraries as well.

*April Cunningham*

8. Course Number and Title: MATH 1 Just-In-Time Support for Exploring Mathematics  
Short Title: Support for Math 100  
Discipline: Mathematics (MATH)  
Prerequisite: Eligibility determined through the math placement process.  
Corequisite: MATH 100  
Justification: To meet the requirements of AB 705  
*John Harland*
  
9. Course Number and Title: MATH 14 Quantitative Reasoning Support  
Short Title: Qant Reasoning Sup  
Discipline: Mathematics (MATH)  
Corequisite: MATH 101  
Justification: This course is being developed to meet the requirements of AB 705. It will offer support for the new Quantitative Reasoning course that has been proposed.  
*Cynthia Torgison*
  
10. Course Number and Title: MATH 101 Quantitative Reasoning  
Short Title: Quantitative Reasoning  
Discipline: Mathematics (MATH)  
Prerequisite: MATH 60 or MATH 56 or eligibility determined through the math placement process  
Transfer Acceptability: UC/CSU Transfer Course, CSU Transfer  
Grading Basis: Grade/Pass/No Pass  
Justification: This course will give students in appropriate majors an alternate path to completing their transfer level math course.  
*Cynthia Torgison*
  
11. Course Number and Title: MATH 20 Support Course for Introductory Statistics  
Short Title: Intro Statistics Support  
Discipline: Mathematics (MATH)  
Prerequisite: Eligibility determined through the mathematics placement process  
Corequisite: MATH 120  
Grading Basis: Pass/No Pass Only  
Justification: Addresses state requirement in AB 705 to assist students in passing a transfer level math course in one year.  
*Tracy Johnston*
  
12. Course Number and Title: MUS 283 Musical Theatre Scenes III  
Short Title: Musical Theatre Scenes III  
Discipline: Music (MUS)  
Prerequisite: MUS 174  
Transfer Acceptability: CSU Transfer Course – Yes  
Justification: We are starting to focus on the performance of musicals for our performing Arts Department.  
*Margaret M. Faulkner*

13. Course Number and Title: MUS 284 Musical Theatre Scenes IV  
Short Title: Musical Theatre Scenes IV  
Discipline: Music (MUS)  
Prerequisite: MUS 283  
Transfer Acceptability: CSU Transfer Course – Yes  
Justification: Palomar Performing Arts is making the commitment to perform more musicals which necessitates training the students in Musical Theatre  
*Margaret M. Faulkner*
14. Course Number and Title: TA 283 Musical Theatre Scenes III  
Short Title: Musical Theatre Scenes III  
Discipline: Theatre Arts (TA)  
Prerequisite: TA 174  
Transfer Acceptability: CSU Transfer Course – Yes  
Justification: We are starting to focus on the performance of musicals for our performing Arts Department  
*Margaret M. Faulkner*
15. Course Number and Title: TA 284 Musical Theatre Scenes IV  
Short Title: Musical Theatre Scenes IV  
Discipline: Theatre Arts (TA)  
Prerequisite: TA 283  
Transfer Acceptability: CSU Transfer Course – Yes  
Justification: Palomar performing Arts is making the commitment to perform more musicals which necessitates training the students in Musical Theatre  
*Margaret M. Faulkner*

Credit Course – Changes

1. *Item Pulled*
2. Course Number and Title: BIOL 100 Introductory Biology: General Biology  
Short Title: General Biology  
Discipline: Biology (BIOL)  
Course included in the following programs:  
General Studies: Emphasis in Science and Mathematics – A.S. Degree Major  
Geology – A.S. Degree Major  
Geology – AS-T Transfer Major  
Kinesiology – AA-T Transfer major  
Psychology – AA-T Transfer Major  
University Studies: Emphasis in Education – A.A. Degree Major  
University Studies: Emphasis in Health and Fitness – A.S. Degree Major  
University Studies: Emphasis in Mathematics and Science – A.S. Degree Major  
University Studies: Emphasis in Social Sciences – A.A. Degree Major Transfer  
Acceptability: UC/CSU Transfer Course – Yes  
Grading Basis: Grade/pass/No Pass  
Updated CB11, updated textbooks  
*Elizabeth A. Pearson*
3. Course Number and Title: CHDV 104 Guidance for Young Children  
Short Title: Guidance for Young Children  
Discipline: Child Development (CHDV) Course  
Included in the following areas:  
School Age Assistant – Certificate of proficiency  
Preschool Teacher – A.S. Degree Major/Cert. Achievement 18 units/more  
Infant/Toddler Teacher – A.S. Degree Major/Cert. Achievement 18 units/more  
Early Inclusion Teacher – A.S. Degree Major/Cert. Achievement 18 units/more  
Early Childhood Administration – A.S. Degree Major/Cert. Achievement 18 units/more  
Child and Family Services – A.S. Degree Major/Cert. Achievement 18 units/more  
University Studies: Emphasis in Social Sciences – A.A. Degree Major

Transfer Acceptability: CSU Transfer Course – Yes  
Distance Learning Offering(s): Online  
Course Grading Basis: Grade/Pass/No Pass  
Updated description, methods of instruction, distance education criteria, objectives, content, suggested reading, required writing, critical thinking, outside assignments, methods of assessment  
*Laurel Anderson*

4. Course Number and Title: CHDV 105A Observation, Assessment, and Participation Lab – Preschool

Short Title: Obs, Ass, Part, Lab-Preschool  
Discipline: Child Development (CHDV)  
Prerequisite: (Completion of, or concurrent enrollment in): CHDV 105  
Transfer Acceptability: CSU Transfer Course – Yes  
Grading Basis: Grade/Pass/No Pass  
Updated Description, CB11, textbooks  
*Diane C. Studinka*

5. Course Number and Title: CHDV 105B Observation, Assessment, and Participation Lab – Infant/Toddler

Short Title: Obs, Ass, Part, Lab-Inf/Tod  
Discipline: Child Development (CHDV)  
Prerequisite: (Completion of, or concurrent enrollment in): CHDV 105  
Transfer Acceptability: CSU Transfer Course – Yes  
Grading Basis: Grade/Pass/No Pass  
Updated description, CB11, textbooks  
*Diane C. Studinka*

6. Course Number and Title: CHDV 105C Observation, Assessment, and Participation Lab – Early Intervention

Short Title: Obs, Ass, Part, Lab-Early Int  
Discipline: Child Development (CHDV)  
Prerequisite: (Completion or, or concurrent enrollment in): CHDV 105  
Transfer Acceptability: CSU Transfer Course  
Grading Basis: Grade/Pass/No Pass  
Updated description, CB11, textbooks  
*Diane C. Studinka*

7. Course Number and Title: CHDV 115 Child, Family, and Community

Short Title: Child, Family, and community  
Discipline: Child Development (CHDV)  
Transfer Acceptability: CSU Transfer Course – Yes  
Distance Learning Offering(s): Online  
Course Grading Basis: Grade/pass/No Pass  
Updated description, CB11, methods of instruction, distance education information, objectives, content, required writing, critical thinking, outside assignments and methods of assessment  
*Laurel Anderson*

8. Course Number and Title: CHDV 172 Teaching in a Diverse Society

Short Title: Teaching in a Diverse Society  
Discipline: Child Development (CHDV) Course  
Included in the following programs:  
Child and Family Services – A.S. Degree Major/Cert. Achievement 18 units/more  
Early Childhood Administration – A.S. Degree major/Cert. Achievement 18 units/more  
Early Childhood Education – AS-T Transfer Major  
Early Inclusion Teacher – A.S. Degree Major/Cert. Achievement 18 units/more  
Transfer Acceptability: CSU Transfer Course  
Distance Learning Offering(s): Online

Course Grading Basis: Grade/Pass/No Pass  
This is a proposed multicultural course: Yes  
Added transfer to UC/CSU, updated distance education criteria, textbook  
*Laurel Anderson*

9. *Item Pulled*

10. Course Number and Title: CSIT 230 Data Modeling

Short Title: Data Modeling  
Discipline: Computer Science and Information Technology – Information Technology (CSIT)  
Recommended preparation: CSIT 125  
Transfer Acceptability: CSU Transfer Course  
Distance Learning Offering(s): Online  
Course Grading Basis: Grade/Pass/No Pass  
Changed title, updated Learning outcomes, content, methods of assessment  
*Terrie Lynn Canon*

11. *Item Pulled*

12. Course Number and Title: DR 40 Adapted Computer Skills

Short Title: Adapted Computer Skills  
Discipline: Disability Resource (DR)  
Grading Basis: Grade/Pass/No Pass  
Updated Learning Outcomes, critical thinking  
*Sherry Goldsmith*

13. Course Number and Title: DR 41 Advanced Adapted Computer for Students with Disabilities

Short Title: Adv Adapted Computers  
Discipline: Disability Resource (DR)  
Recommended Preparation: DR 40  
Grading Basis: Grade/Pass/No Pass  
Updated CB11, Learning Outcomes, open entry/open exit (not)  
*Sherry Goldsmith*

14. Course Number and Title: DR 44 Study Skills with Technology

Short Title: Study Skills with Technology  
Discipline: Disability Resource (DR)  
Grading Basis: Pass/No Pass Only  
Repeatability: May be taken 2 times  
Updated open entry/open exit status (not), added Learning Outcomes, updated methods of assessment, textbooks, software resources, CB03, CB04, CB05, CB08, CB09, CB10, CB11, CB13, CB21, CB22, CB23, CB24, SA01, XB09  
*Sherry Goldsmith*

15. Course Number and Title: DR 45L Adapted Computer Laboratory

Short Title: Adapted Computer Laboratory  
Discipline: Disability Resource (DR)  
Grading Basis: Pass/No Pass Only  
Updated Learning Outcomes, open entry/open exit (not), textbooks  
*Sherry Goldsmith*

16. Course Number and Title: EME 210 Hospital Clinical Experience

Short Title: Hospital Clinical Experience  
Discipline: Emergency Medical Education (EME)  
Prerequisite: EME 209  
Transfer Acceptability: CSU Transfer  
Course Grading Basis: Grade/Pass/No Pass  
Repeatability: May be taken 2 Times  
Updated DB11, added EME 209 prerequisite, reduced units from 4 units to 3.5 units,

updated *objectives, content, and textbooks*.  
*Sara DeSimone*

17. **Course Number and Title:** EME 215 Field Internship  
**Short Title:** Field Internship  
**Discipline:** Emergency Medical Education (EME)  
**Prerequisite:** EME 210  
**Grading Basis:** Grade/Pass/No Pass  
**Repeatability:** May be taken 2 Times  
Updated CB11, increased unite from 9 units to 10 units, updated objectives, textbooks  
*Sarah DeSimone*
18. **Course Number and Title:** ESL 102 Written Communication II  
**Short Title:** Written Communication II  
**Discipline:** English as a Second Language (ESL)  
**Prerequisite:** ESL 101 or ESL 105 or eligibility determined through the English as a Second Language placement process  
**Transfer Acceptability:** UC/CSU Transfer Course  
**Distance Learning Offering(s):** Online  
**Course Grading Basis:** Grade/Pass/No Pass  
Updated description, objectives, content, required reading, suggested reading, required writing, critical thinking, outside assignments, methods of assessment, textbooks, added ESL 105 as prerequisite.  
*Lawrence Lawson*
19. **Course Number and Title:** ESL 103 Written Communication III  
**Short Title:** Written Communication III  
**Discipline:** English as a Second Language (ESL)  
**Prerequisite:** ESL 102 or eligibility determined through the English as a Second Language placement process  
**Course included in the following programs:**  
Registered Dental Assisting – A.S. Degree Major/Cert. Achievement 18 units/more  
General Studies: Emphasis in Arts and Humanities – A.A. Degree Major  
**Transfer Acceptability:** UC/CSU Transfer Course  
**Distance Learning Offering(s):** Online  
**Course Grading Basis:** Grade/Pass/No Pass  
Updated description, distance education information, added learning outcome, update objectives, content, required reading, suggested reading, required writing, critical thinking, methods of assessment, textbooks  
*Lawrence Lawson*
20. **Course Number and Title:** ESL 106 Accelerated Written Communication II  
**Short Title:** Accelerated Written Comm II  
**Discipline:** English as a Second Language (ESL)  
**Prerequisite:** ESL 105 or ESL 101 or eligibility determined through the English as a Second Language placement process  
**Transfer Acceptability:** UC/CSU Transfer  
**Course Grading Basis:** Grade/Pass/No Pass  
Updated description, learning outcomes, objectives, content, required reading, suggested reading, required writing, critical thinking, outside assignments, textbooks.  
*Lawrence Lawson*
21. *Item pulled*
22. **Course Number and Title:** FIRE 98 Firefighter Skill Maintenance and update  
**Short Title:** Firefighter Skill Maintenance  
**Discipline:** Fire Technology (FIRE)  
**Prerequisite:** Must have completed an accredited Firefighter 1 Academy or must have completed an approved internal Fire Department training program that follow State



criFire Training 2013 standards for Firefighter 1  
Grading Basis: Pass/No Pass Only  
This is a proposed multicultural course: No  
Updated title, description, CB11, added prerequisite (Must have completed an accredited Firefighter 1 Academy or Must have completed an approved internal Fire Department training program that follow State criFire Training 203 standards for Firefighter 1), increased course units from 0.5 to 1.5 units, removed 0.5 lecture, increased lab hours from 1.5 to 4.5, updated methods of instruction, learning outcomes, content, required reading, critical thinking, methods of assessment and textbooks  
*David Miller*

23. Course Number and Title: JOUR 205 Intermediate Multimedia News Writing and Production

Short Title: Int. Multimedia News Wrt/prod.  
Discipline: Journalism (JOUR)  
Course included in the following programs:  
Blogging – (12-17 units): Certificate of Achievement (In Review)  
Transfer Acceptability: CSU Transfer  
Course Grading Basis: Grade/Pass/No Pass  
Distance Learning Offering(s): Online  
Updated CB11, methods of instruction, added online, updated outcomes, content, required reading, suggested reading, required writing, outside assignments and textbooks  
*Erin Hiro*

24. Course Number and Title: LS 145 Ethical Reasoning

Short Title: Legal Ethics  
Discipline: Legal Studies (LS)  
Course Included in the following programs:  
Legal Support Assistant – Certificate or Proficiency  
Legal Studies – A.A. Degree Major  
Transfer Acceptability: CSU Transfer Course  
Distance Learning Offering(s): Two-Way Video Conferencing, One-Way Video Conferencing, Television Course, Online  
Grading Basis: Grade/Pass/No Pass  
Updated title, description, CB03, CB11, methods of instruction, added Online distance education, updated learning outcomes, objectives, content, required reading, suggested reading, required writing, critical thinking, outside assignments, textbooks  
*L. Jackie Martin*

25. Course Number and Title: MATH 130 Calculus for Business and the Social Sciences

Short Title: CALC FOR BUS/SOCIAL SCIENCES  
Discipline: mathematics (MATH)  
Prerequisite: MATH 110, MATH 126  
Course included in the following programs:  
Accounting – A.S. Degree Major/Cert. Achievement 18 units/more  
Business Administration – AS-T Transfer Major  
Economics – A.A. Degree Major or Certificate of Achievement  
Economics – AA-T Transfer major  
General Studies: Emphasis in Science and mathematics – A.S. Degree Major  
Management Information Systems – A.S. Degree major/Cert. Achievement 18 units/more  
University Studies: Emphasis in Business – A.S. Degree Major  
University Studies: Emphasis in mathematics and Science – A.S. Degree  
Transfer Acceptability: UC/CSU Transfer Course  
Grading Basis: Grade/Pass/No Pass  
Updated DB 11, added MATH 126 as a prerequisite, updated open entry/open exit (not), textbooks  
*Wendy R. Metzger*

26. Course Number and Title: MATH 140 Calculus with Analytic Geometry, First Course  
Short Title: Calculus/Analytic Geometry 1<sup>st</sup>  
Discipline: Mathematics (MATH)  
Prerequisite: MATH 110 and MATH 115, or MATH 127 or MATH 135 or eligibility determined through the math placement process  
Course included in the following programs:  
Astronomy – Certificate of Achievement  
Biology – AS-T Transfer Major  
Biology-General – A.S. Degree Major/Cert. Achievement 18 units/more  
Biology-Preprofessional – A.S. Degree Major/Cert. Achievement 18 units Mathematics – AS-T Transfer Major  
Chemistry – A.S. Degree major/Cert. Achievement 18 units/more  
Economics – AA-T Transfer major  
Engineering – A.S. Degree Major  
General Studies: Emphasis in Science and Mathematics – A.S. Degree Major  
Geology – AS-T Transfer Major  
Geology – A.S. Degree Major  
Mathematics – A.S. Degree Major  
University Studies: Emphasis in Business – A.S. Degree Major  
University Studies: Emphasis in Mathematics and Science – A.S. Degree Major  
Transfer Acceptability: UC/CSU Transfer Course  
Updated CB11, added MATH 127 as a prerequisite option, updated methods of instruction and textbooks  
*Wendy R. Metzger*

Credit Course Reactivations

1. Course Number and Title: PHOT 136 Digital Darkroom: Black & White  
Short Title: Digital Darkroom: Black/White  
Discipline: Photography (PHOT)  
Prerequisite: PHOT 135  
Transfer Acceptability: CSU Transfer  
Course Grading Basis: Grade/Pass/No Pass  
Updated description, removed PHOT 130 as prerequisite, added PHOT 135 as prerequisite, updated Learning Outcomes  
*Amy Caterina*

Credit Course Deactivations

1. Course Number and Title: GCIP 197A Topics in Graphic Communications  
Short Title: Topics/Graphic Communications  
Discipline: Graphic Communications – Imaging and Publishing (GCIP)  
Transfer Acceptability: CSU Transfer Course – Yes  
Grading Basis: Grade/Pass/No Pass  
Justification: No Longer offered  
*Lillian S. Payn*
2. Course Number and Title: GCIP 197B Topics in Digital Imaging  
Short Title: Topics in Digital Imaging  
Discipline: Graphic Communications – Imaging and Publishing (GCIP)  
Transfer Acceptability: CSU Transfer Course – Yes  
Grading Basis: Grade/Pass/No Pass  
Justification: No Longer offered  
*Lillian S. Payn*
3. Course Number and Title: GCIP 197C Topics in Digital Publishing  
Short Title: Topics in Digital Publishing

Discipline: Graphic Communications – Imaging and Publishing (GCIP)  
Transfer Acceptability: CSU Transfer Course – Yes  
Grading Basis: Grade/Pass/No Pass  
Justification: No Longer offered  
*Lillian S. Payn*

4. Course Number and Title: GCIP 197D Topics in Graphic Processes  
Short Title: Topics in Graphic Processes  
Discipline: Graphic Communications – Imaging and Publishing (GCIP)  
Transfer Acceptability: CSU Transfer Course – Yes  
Grading Basis: Grade/Pass/No Pass  
Justification: No Longer offered  
*Lillian S. Payn*
5. Course Number and Title: GCIP 295/GCMW 295 Directed Study in Graphic Communications  
Short Title: Directed Study in Graphic Comm  
Discipline: Graphic Communications – Imaging and publishing (GCIP)  
Transfer Acceptability: CSU Transfer Course – Yes  
Grading Basis: Grade/Pass/No Pass  
Justification: No Longer offered  
*Lillian S. Payn*
6. Course Number and Title: BCMW 164 Interactive Web Graphics  
Short Title: Interactive Web Graphics  
Discipline: Graphic Communications – Multimedia and Web (GCMW)  
Transfer Acceptability: CSU Transfer Course – Yes  
Distance Learning Offering(s): Computer Assisted Instruction, Two-Way Video, Online Course  
Grading Basis: Grade/Pass/No Pass  
Justification: No Longer offered  
*Lillian S Payn*
7. Course Number and Title: GCMW 191 Contracts for Graphic Designers & Web Developers  
Short Title: Contracts Grphc Dsgnr/Web Dev  
Discipline: Graphic Communications – Multimedia and Web (GCMW)  
Distance Learning Offering(s): Online Course  
Grading Basis: Grade/Pass/No Pass  
Justification: No Longer offered  
*Lillian S. Payn*
8. Course Number and Title: GCMW 197A Topics in Internet  
Short Title: Topics in Internet  
Discipline: Graphic Communications – Multimedia and Web (GCMW)  
Transfer Acceptability: CSU Transfer Course – Yes  
Grading Basis: Grade/Pass/No Pass  
Justification: No Longer offered  
*Lillian S. Payn*
9. Course Number and Title: GCMW 197B Topics in Multimedia  
Short Title: Topics in Multimedia  
Discipline: Graphic Communications – Multimedia and Web (GCMW)  
Transfer Acceptability: CSU  
Transfer Course: Yes  
Grading Basis: Grade/Pass/No Pass  
Justification: No Longer offered  
*Lillian S. Payn*

10. Course Number and Title: PHOT 170 The Photography and Photographers of California  
Short Title: Photographers of California  
Discipline: Photography (PHOT)  
Prerequisite: PHOT 100, PHOT 120  
Course included in the following programs:  
Photography – A.A. Degree Major or Certificate of Achievement (Active)  
Transfer Acceptability: UC/CSU  
Transfer Course: Yes  
Grading Basis: Grade/Pass/No Pass  
Justification: We are writing a noncredit course.  
*Amy Caterina*
11. Course Number and Title: PHOT 197A Photography Topics: Field Studies  
Short Title: Photo Topics: Field Studies  
Discipline: Photography (PHOT)  
Transfer Acceptability: CSU  
Transfer Course – Yes  
Grading Basis: Grade/Pass/No Pass  
Justification: This course has not been offered in several years, and we currently do not have an instructor or completed facilities. But we now have an alternative processes room in the darkroom, so when that is ready to go, we could re-activate.  
*Amy Caterina*
12. Course Number and Title: PHOT 197B Photography Topics: Technical Studies  
Short Title: PHOTO TOPICS: TECHNICAL STUDIES  
Discipline: Photography (PHOT)  
Transfer Acceptability: CSU  
Transfer Course – Yes  
Grading Basis: Grade/Pass/No Pass  
Justification: Has not been offered in several years, it's a special topics class.  
*Amy Caterina*
13. Course Number and Title: PHOT 197C Photography Topics: General  
Short Title: Photography Topics: General  
Discipline: Photography (PHOT)  
Transfer Acceptability: CSU  
Transfer Course – Yes  
Grading Basis: Grade/Pass/No Pass  
Justification: Class has not been offered in several years, it's a special topics class.  
*Amy Caterina*
14. Course Number and Title: PHOT 212 Landscape Photography  
Short Title: Landscape Photography  
Discipline: Photography (PHOT)  
Prerequisite: PHOT 100, PHOTO 120  
Transfer Acceptability: CSU  
Transfer Course – Yes  
Grading Basis: Grade/Pass/No Pass  
Repeatability: May be taken 4 times  
Justification: We are writing a non-credit course.  
*Amy Caterina*

New Noncredit Courses

1. Course Number and Title: N PHOT 930 Digital Darkroom 1 for Older Adults  
Short Title: Digital Darkroom I

Discipline: Noncredit Photography (N PHOT)  
Repeatable  
Add Non-Credit Adult Ed  
*Amy Caterina*

Noncredit – Course Changes

1. Course Number and Title: N CTED 905 Basic Tutoring Training and Certification  
Short Title: Basic Tutoring Training  
Discipline: Career and Technical Education (N CTED)  
Distance Learning Offering(s): Online  
Course Grading Basis: No Grade  
Repeatable  
Changed the Title, increased lab hours from 16 to 20, updated grade option (Pass/No Pass Only) and open entry/open exit (may be). Learning Outcomes, content, textbooks  
*Mathews T. Chakkanakuzhi*
  
2. Course Number and Title: N DSAB 943 Access Technology for Vision Loss  
Short Title: Technology for Vision Loss  
Discipline: Disability Education (N DSAB)  
Grading Basis: Pass/No Pass Only Repeatable  
Added grade option (Pass/No Pass Only) and open entry/open exit (not), added learning outcomes, methods of assessment, updated textbooks, software resources  
*Sherry Goldsmith*

Requisites and Advisories

The establishment of the following advisories meets Title 5 Regulations 55003, effective Fall 2019.

<u>Catalog Number</u>	<u>Type</u>	<u>Description</u>	<u>Proposal Type</u>
CHDV 205A	Prerequisite	<u>CHDV 100, CHDV 115, CHDB 105</u>	New
	Corequisite	<u>CHDV 205</u>	
DNCE 283	Prerequisite	<u>DNCE 174</u>	New
DNCE 284	Prerequisite	<u>DNCE 283</u>	New
ENG 49	Corequisite	<u>ENG 100</u>	New
ESL 110	Prerequisite	<u>ESL 103, or eligibility determined Through the English as a Second Language placement process of ESL 106</u>	New
MATH 1	Prerequisite	<u>Eligibility determined through the math Placement process</u>	New
	Corequisite	<u>MATH 100</u>	
MATH 14	Corequisite	<u>MATH 101</u>	New
MATH 101	Prerequisite	<u>MATH 60, MATH 56 or eligibility Determined through the math Placement process</u>	New
MATH 20	Prerequisite	<u>Eligibility determined through the math Placement process</u>	New
	Corequisite	<u>MATH 120</u>	
MUS 283	Prerequisite	<u>MUS 174</u>	New
MUS 284	Prerequisite	<u>MUS 283</u>	New
TA 283	Prerequisite	<u>TA 174</u>	New
TA 284	Prerequisite	<u>TA 283</u>	New
ASL 105	Prerequisite	<u>ASL 100, ASL 101</u>	Change
CHDV 105A	Prerequisite	CHDV 105	Change
	(Completion of, or Concurrent enrollment In)		
CHDV 105B	Prerequisite	CHDV 105	Change
	(Completion of, or Concurrent		

	Enrollment In) Prerequisite (Completion of, or Concurrent enrollment In)		
CHDV 105C		CHDV 105	Change
CSIT 230	Recomm. Prep.	CSIT 125	Change
DR 41	Recomm. Prep	DR 40	Change
EME 210	Prerequisite	<u>EME 209</u>	Change
EME 215	Prerequisite	EME 210	Change
ESL 102	Prerequisite	ESL 101 or <u>ESL 105</u> or eligibility Determined through the English as a Second Language placement process	Change
ESL 103	Prerequisite	ESL 102, or eligibility determined through The English as a Second Language Placement process	Change
ESL 106	Prerequisite	ESL 105 or ESL 101 or eligibility Determined through the English as a Second Language placement process	Change
FIRE 98	Prerequisite	<u>Must have completed an accredited Firefighter 1 Academy or Must have Completed an approved internal Fire Department training program that Follow State Fire Training 2013 Standards for Firefighter 1</u>	Change
MATH 130	Prerequisite	MATH 110, <u>MATH 126</u>	Change
MATH 140	Prerequisite	MAT 135, MATH 110 and MATH 115 Or <u>MATH 127</u> or MATH 135 or Eligibility determined through the math Placement process	Change
PHOT 136	Prerequisite	<u>PHOT 135, PHOT-130</u>	Reactivation

Distance Learning

The following courses may be offered as distance learning and meet Title 5 Regulations 55200-55210, effective Fall 2019.

<u>Catalog/Subject Number</u>	<u>Learning Offerings</u>
ESL 31	<u>Online</u>
ESL 110	<u>Online</u>
LT 105	<u>Online</u>
ASL 105	Computer Assisted, Two-Way Video, Television Course, Online Course
CHDV 104	Online
CHDV 115	Online
CHDV 172	Online
CSIT 145	Online
CSIT 230	Online
DNCE 102	Online
ESL 102	Online
ESL 103	Online
JOUR 205	<u>Online</u>
LS 145	Two-Way Video conferencing, One-Way Video Conferencing, Television Course, <u>Online</u>
N CTED 905	Online

Action

College Outcomes Three Year Assessment Framework

Information

The following courses have completed the course outline review process between December 12, 2018 and February 13, 2019 and are effective Fall 2019

GC	100	Graphic Communications
GCIP	152	Digital Publishing/Illustrator I
GCIP	140	Digital Imaging/Photoshop I

GCIIP	141	Digital publishing/Illustrator II
GCIIP	149	Page Layout and Design I
GCMW	115	Web Page Layout/WordPress
GCMW	165	Digital Video Design
GCMW	202	Web Page Layout II
GCMW	204	Motion Graphics for Multimedia
JOUR	110L	Multimedia Journalism Laboratory
JOUR	215	Advanced Multimedia News Editing

Motion 3

MSC Nelson, Zavodny: Faculty Senate ratification of the Palomar College Curriculum Committee Actions dated February 20, 2019. The motion carried.

Wendy Nelson encouraged faculty who are making changes to their course outlines be sure that Course Objectives are different than SLOs as SLOs are now a part of the Course Outline of Record.

Barb Kelber reported that she, along with faculty colleagues from ESL, Math, English, and Reading, attended an event on the California Acceleration Project in Sacramento. Information on AB 705, as well as structural changes being made to create access and opportunity for a broader number of students, was discussed. Upcoming Professional Development workshops will be available to assist faculty in designing curriculum and providing instructional success.

DE Committee  
Recommendations for  
AP 4105:

Motion 4

MSC Rose, Towfiq: Faculty Senate support of the Distance Education & Academic Technology recommendations for AP 4105, Distance Education, as amended. The motion carried. Abstention: Lawson.

Steve Perry shared the following report with the Senate:

The Distance Education Committee proposes that the Faculty Senate approve our recommendation to revise AP 4105 (Distance Education Policy) that will be referred onto the Policy and Procedures committee.

In the last accreditation review by the ACCJC it was strongly recommended that Palomar College validate an instructor's readiness to teach online classes. The previous DE Committee (known then as the Academic Technology Committee) proposed that a list of "certified instructors" be maintained and that the department chairs or deans assigning an instructor to teach an online class ensure that an instructor is on the list before making that assignment. The ACCJC found that solution acceptable.

Our recommendation includes new language to the AP 4105 policy that describes how an instructor gets placed on the certified instructor list and how the list is maintained.

The process we recommend accepts that our faculty are professionals and are trusted to do a self-assessment of their courses using the OEI Course Design Rubric that the Faculty Senate approved for that purpose. While we will remind online faculty each semester to review their courses using the OEI Course Design Rubric, they are only required to do this once to get placed on the certified instructors list.

Alternatively, an instructor may be placed on the list if they have a related degree/certificate, or have completed Palomar College's recommended training for online instructors.

We have heard the concerns that there may be some conflict with requiring the use of a certified instructor list and the language found in the PFF contract. In our review, we did not find contract language that we believed would prevent the use of such a list.

While there is no specific contract language that describes that such a list be used, we feel that it falls under the Academic and Professional Matters for which the Faculty Senate regularly makes policy proposals. Furthermore, we propose that the PFF representatives add language to Article 12 of the contract that directs the Department Chairs to only assign online courses to instructors who are on the certified instructors list. This is especially important to making sure we are in compliance with new title 5 regulations and Accessibility laws. An exception could be made in emergency situations that require late instructor assignments, where the department chair could assign a course to an instructor not yet on the list with the understanding that an early and ongoing effort will be made to get the instructor qualified to be on the list during that semester.

It is understood that the PFF contract language will take precedence over any policy described in AP 4105 should there be any conflict. We believe that now is the time to make these revisions to AP 4105 and that any language discrepancies be handled with either an update to the contract language or by developing an MOU until such language can be incorporated into the contract.

Copies of AP 4105, Distance Education, were also provided. Senators discussed the document at length and some amendments were proposed and accepted. The importance of sufficient time for training for those serving on hiring committees was also noted. II.A.1

The amended document will be brought forward for discussion at the next Policies & Procedures Committee meeting.

Senate involvement in  
Governing Board Ad  
Hoc Committee:

Motion 5

MS Nelson, Zavodny: Support of Faculty Senate participation in a Governing Board Ad hoc committee to review BP 2510, Faculty Hiring. The motion was amended.

Over the past several weeks, Senators have been discussing BP 2510 and how improvements could potentially be made in hiring to attract a more diverse, expanded pool of candidates. On February 4, the Senate approved the distribution a memorandum to faculty on the faculty's role in hiring with a link to the Faculty Hiring Procedure.

Today, Senate members discussed participating with the Governing Board on an ad hoc committee to review that Board Policy. Travis Ritt indicated that although the item was initially removed from the board agenda, at its last meeting members of the Governing Board requested that the ad hoc committee be put back on the agenda for information. He asked for Faculty Senate input on participation. Senate members discussed their level of inclusion and the need for faculty oversight. It was also recommended that two members of Human Resources be included rather than one. Because no formal committee structure has been proposed, there was discussion on whether the Senate should have oversight of the committee structure and membership. After discussion on how many faculty should serve, there was agreement on 7 faculty members. III.A.12

Motion 5 (amended)

MSC Laughlin, Ferrero: The Faculty Senate supports participation in an ad hoc committee with the Governing Board to review BP 2510, Faculty Hiring, to include no more than 7 faculty members determined by the Faculty Senate. The motion carried. Nay: San Juan



Resources for Diversity  
In Hiring:

Travis Ritt encouraged Senators to review the new online class in the 3PD Portal titled "Improving Equity in Campus Hiring," as well as the links below to the EEO and Diversity handbook put out by the Chancellor's office.

<https://californiacommunitycolleges.cccco.edu/Portals/0/Reports/2016-EEO-and-Diversity-Handbook-ADA.pdf>  
<https://www.asccc.org/content/faculty-hiring-processes>  
[https://www.asccc.org/sites/default/files/Hiring\\_Paper.pdf](https://www.asccc.org/sites/default/files/Hiring_Paper.pdf)

Workgroup Reports:

Travis Ritt asked Senate members to continue to submit reports to the Senate office of their workgroups progress as efforts continue to implement the Senate's goals for 2018-19.

College Outcomes  
Assessment on Ethical  
Awareness and Civic  
Knowledge and  
Engagement:

April Cunningham, SLO co-coordinator, shared information on a three-year cycle model for assessing college outcomes, or GE/ILOs.

YEAR ONE

Analysis of students core communication and computation skills

1. Written (2014), Oral (2013), Visual
2. Quantitative literacy (2014)

YEAR TWO

Inquiry within the discipline

Outcome 3. Creative, Critical, and Analytical Thinking

Critical thinking (2012, 2013)

Inquiry and analysis

Information literacy (2012)

Teamwork and problem solving (Spring 2018)

YEAR THREE

Extension to the community

Outcome 4. Community, Multicultural/Global Consciousness and Responsibility

- Intercultural knowledge (2015)
- Ethical awareness (2019)
- Civic knowledge and engagement (2019)

CONNECTION TO PROGRAM REVIEW

Tie Outcomes Assessment to 3-year cycle into the PRP process

- Core skills
- Inquiry in the discipline
- Extension to community and careers

METHODS

- Invite faculty to measure outcomes in Canvas (LOSC)
- Briefly survey faculty who assessed outcome (LOSC)
  - Where did students excel?
  - Where did they struggle?
- Programs share results and actions on PRP

Cunningham noted that they are finishing up year three of this cycle, assessing two outcomes that fall under Extension to the Community.

An SLO mascot is being introduced as changes are made in the way assessments are being made to college outcomes. In the past, many faculty were sampled and asked to participate in a GE/ILO Assessment Project because of being mapped from their course to the college outcome. There may be some courses that have yet to be aligned with year three outcomes of ethical awareness, civic knowledge and engagement. Faculty with assignments in their classes that relate to these outcomes are asked to volunteer creating an assignment or utilizing one that they already have in Canvas. Faculty wanting more information should contact Cunningham at: [acunningham@palomar.edu](mailto:acunningham@palomar.edu). Faculty can also receive reminders by texting @pcSLOth to 81010. 1.B.2

Written Reports:

The following written reports were submitted for information and not discussed at today's meeting:

Faculty Senate  
President:

Travis Ritt's meeting with President Blake on February 19, 2019:

- Michelle Barton will be presenting data on diversity at Governing Board retreat.
- Star Rivera-Lacey is taking the lead on housing viability.

We will see the addition of a dean to Student Services, so a total of 2

1. Replacement for Brian
  2. Converting Calvin's old position into a dean position overseeing Outreach and Categorical programs.
- Instruction is examining adding a Dean of Instruction position
  - Finished up the Business Process Analysis for Laura Gropen's area, recommendations will be coming soon.
  - Asking VPs to design their perfect Palomar
  - What should Palomar look like to move us into the future.

Distance Education &  
Academic Technology:

**Distance Education Faculty Senate Report (02/24/2019) - Steve Perry**

1. The DE committee met on Feb 20th and reviewed and approved our final proposed revision of the AP 4105 Distance Education procedure that will be presented to the Faculty Senate on Monday, Feb 25<sup>th</sup>.

It was sent electronically to Travis for distribution, via email, to the other members of the Faculty Senate. If the Faculty Senate approves the proposal will then be sent to the Policy and Procedures committee for their consideration.

The committee further discussed using a couple of @ONE courses as a base for a new version of our Palomar Online Education Training series.

2. Met with Dr. Najib Manea and Kelly Helming (ATRC) to firm up direction for how an Online Education Portal web site will be developed

The proposed portal is broken into two main sections, one for students and one for faculty.

The Student section will include pages for:

- The direct login to Canvas (with a Student Guide for Canvas)
- Extended information about using Canvas
- How to prepare for online learning

- How to get tech support for Canvas from the ATRC
- Other Student Resources
- DRC information
- Open Online Classes
- Fully Online Programs

The Faculty section will include pages for:

- The direct login to Canvas (with a Faculty Guide for using Canvas)
- Information on the New Accessibility Requirements
- Online Education Manual for Faculty
- The Online Course Design Rubric (OEI)
- Qualifications for Online Teaching
- Certified Instructors for Online Teaching
- Palomar Online Education Training (POET)
- Distance Education Committee
- Other Faculty Resources

3. Developed a detailed plan for both Accessibility Training and Accessibility Promotion that will be reviewed with Dr. Manea on Monday, 11am. The ATRC group and I will schedule Accessibility workshops that will begin in early March. Additionally, we will be developing online courses on Accessibility topics, and are identifying short, pre-existing @ONE Accessibility classes that can be taken online for free.

4. Continuing to do DE approvals through the Meta system. The Meta still has one final bug that I am hoping to get resolved that will speed up the process.

Respectfully Submitted,  
Steve

Senate Procedures  
Workgroup Update:

Members: Erin Hiro, Benjamin  
Mudgett, Lillian Payn,  
Travis Ritt, Fari Towfiq

**Goal 1:** Align accreditation standards to senate minutes  
**Status:** Implemented in the weekly minutes

**Goal 2:** Hold senate orientation retreat prior to academic year.  
**Status:** Faculty Senate President will plan orientation after Spring Break to be held before fall semester.

**Goal 3:** Poll faculty to determine faculty needs and ensure their voice is included in senate goal setting.  
**Status:** We have one poll completed. We plan to revise the poll and send out again to faculty around Spring Break.

**Goal 4:** Find new location for Faculty Senate  
**Status:** Have committed to new location for the spring semester. Will reassess in May for the following year.

**Goal 5:** Invite a state Academic Senate representative to come to campus and meet with our faculty and administrators about the role of the senate.  
**Status:** Pending. Tentatively scheduled for Friday, March 8. Trying to reschedule for a Monday later in the semester.

**Goal 6:** Meet with Governing Board members one time each semester.

**Status:** Pending. We are determining the best way and time to invite them.

**Goal 7:** Create a plan to follow-up on key issues. It is not enough to bring up a problem, need to be a part of the solution and follow-up on our requests/issues.

**Status:** Pending. Committee suggested a Google doc that is live during senate meetings and president can input items that need follow up. It can serve as direction for the president throughout the week.

ADJOURNMENT: The meeting was adjourned at 3:50 p.m.

Respectfully submitted,

Erin Hiro, Secretary