1. **GENERAL MATTERS**
   1. **Roll Call**

*Present:* Aseltyne, Crossman, Decker, Mendoza, Montes (arrived at 10:13 a.m.), Polak, Renderman, Simpson-Logg (arrived at 10:53 a.m.), Swift, Walsh, Whetzel, Xu

*Absent:* Combs, Finnegan

*Guests:* Banta, Cimmiyotti, Edelman, Edington, Hixenbaugh, Indermill, Petti, Terrill,

*Recorder:* Nelson

* 1. **Approval of Minutes:** M/S/C(Decker/Crossman) to approve minutes of September 11, 2020 as presented.
  2. **Agenda Revisions:** None
  3. **Approval of Agenda:** M/S/C (Walsh/Polak) to approve the agenda as presented.

1. **PUBLIC COMMENT**

None

1. **CONSENT AGENDA**

M/S/C (Crossman/Decker) to approve the consent agenda as presented.

* 1. **BUS 50 – Mathematical Applications in Business –** *Textbook*
  2. **BUS 132 – Entrepreneurial Management –** *Textbook, advisory review*
  3. **BUS 134 – Human Relations in Business –** *Catalog description, textbook, advisory review*
  4. **BUS 135 – Human Resources Management –** *Textbook, advisory review*
  5. **BUS 136 – Introduction to Management –** *Catalog description, assignments, textbook, advisory review*
  6. **BUS 150 – Entrepreneurial Marketing –** *Catalog description, textbook, advisory review*
  7. **BUS 151 – Introduction to Marketing –** *Catalog description, textbook, outline, advisory review*
  8. **BUS 170 – Business Communication Skills for Managers –** *Textbook, advisory review*
  9. **CAM 58 – Chocolate and Confections –** *Title, catalog description, SLOs*
  10. **CAM 70A – Seasonal Vegetarian Cuisine Late Sumer/Early Fall –** *Removed textbook, assignments, SLOs, Fully Online Under Mutual Agreement*
  11. **CAM 70B – Seasonal Vegetarian Cuisine Late Fall/Early Winter –** *Removed textbook, assignments, SLOs, Fully Online Under Mutual Agreement*
  12. **CAM 70C – Seasonal Vegetarian Cuisine Late Winter/Early Spring –** *Removed textbook, assignments, Fully Online Under Mutual Agreement*
  13. **CAM 70D – Seasonal Vegetarian Cuisine Late spring/Early Summer –** *Removed textbook, assignments, SLOs, Fully Online Under Mutual Agreement*
  14. **CAM 71 – Food and Wine Pairing –** *Removed textbook, Fully Online Under Mutual Agreement*
  15. **CAM 102 – Culinary Skills II –** *Textbook, pre/co review*
  16. **CAM 120 –****Let’s Party: Introduction to Catering and Events –** *Textbook, distance education*
  17. **CAM 121A – Catering Lab I –** *Pre/co review*
  18. **CAM 121B – Catering Lab II –** *Prerequisite review*
  19. **CAM 121C – Catering Lab III –** *Prerequisite review*
  20. **CAM 130B – Baking II –** *Textbook, SLOs*
  21. **CAM 140 – Working the Room: Dining Room Service and Management –** *No changes*
  22. **CAM 152 –****Food and Equipment Safety and Sanitation –** *Textbook, distance education review*
  23. **CAM 154 – Food and Beverage Cost Control: How to Make (and Keep) Your Money in the Restaurant Business –** *Textbook, distance education review*
  24. **CAM 161 – Food Start-ups: Business Planning for Restaurants, Caterers, and Food Trucks –** *Textbook, pre/co review, distance education*
  25. **CAM 180 – Modern Cuisine –** *No changes*
  26. **CAM 197A – Culinary Arts Practicum –** *No changes*
  27. **LRS 500 – Academic for Adult Learners with Disabilities –** *Fully Online Under Mutual Agreement*
  28. **LRS 523 – Basic Learning Skills Laboratory –** *Fully Online Under Mutual Agreement*
  29. **LRS 526 – Nutrition for Adult Learner with Disabilities –** *Fully Online Under Mutual Agreement*
  30. **LRS 527 – Consumer Skills for Adult Learner with Disabilities –** *Fully Online Under Mutual Agreement*
  31. **LRS 528 – Social Skills for Adult Learner with Disabilities –** *Fully Online Under Mutual Agreement*
  32. **LRS 529 – Self-Advocacy for Adult Learners with Disabilities –** *Fully Online Under Mutual Agreement*
  33. **LRS 530 Personal Relationships for Adult Leaners with Disabilities –** *Fully Online Under Mutual Agreement*
  34. **LRS 531 – Basic Computer Skills –** *Fully Online Under Mutual Agreement*
  35. **LRS 532 – Vocational Exploration –** *Fully Online Under Mutual Agreement*
  36. **LRS 533 – Interview Skills –** *Fully Online Under Mutual Agreement*
  37. **LRS 534 – Work Place Skills –** *Fully Online Under Mutual Agreement*
  38. **LRS 535 – Work-Related Communication Skills –** *Fully Online Under Mutual Agreement*
  39. **LRS 536 – Customer Service Skills –** *Fully Online Under Mutual Agreement*
  40. **MTH 31 – Just in Time Support for Intermediate Algebra –** *Inactivation*
  41. **MTH 531 – Just in Time Support for Intermediate Algebra –** *Inactivation*
  42. **PHY 202 – Introductory Physics –** *Distance education*
  43. **PHY 220 – Physics for Scientists and Engineers I –** *Distance education*
  44. **PHY 222 – Physics for Scientists and Engineers III –** *Distance education*
  45. **THE 233 – Musical Theatre Acting Workshop –** *Fully Online Under Mutual Agreement*

1. **COURSE/PROGRAM MODIFICATIONS/PROPOSALS**
   1. **BUS (Hixenbaugh)**
      1. **BUS 106 – Retail Management**
         1. M/S/C (Swift/Mendoza) to approve BUS 106 as presented.
         2. M/S/C (Decker/Renderman) to approve the discipline Small Business Development.
      2. **BUS 107 – Customer Service**
         1. M/S/C (Mendoza/Decker) to approve BUS 107 as presented.
         2. M/S/C (Decker/Crossman) to approve the discipline Retailing.
      3. **BUS 174 – Introduction to Green Business Principles and Practices** 
         1. M/S/C (Crossman/Decker) to approve BUS 174 after removing “students will be able to” from the SLOs.
         2. M/S/C (Decker/Mendoza) to approve the advisory of ENG 200.
      4. **BUS 212 – The Legal Environment of Business**
         1. M/S/C (Mendoza/Walsh) to approve BUS 212 as presented.
         2. M/S/C (Decker/Mendoza) to approve the advisory of ENG 200.
         3. M/S/C (Mendoza/Renderman) to approve BUS 212 to retain MC GE Area B2.
      5. **BUS 230 – Introduction to Business**
         1. M/S/C (Mendoza/Decker) to approve BUS 230 as presented.
         2. M/S/C (Swift/Crossman) to approve BUS 230 to retain MC GE Area B2.
   2. **CAM (Petti)**
      1. **CAM 68 – Food Preservation**
         1. M/S/C (Walsh/Swift) to approve CAM 68 for distance education.
         2. M/S/C (Renderman/Walsh) to approve the prerequisite of food safety manager’s certificate.
      2. **CAM 101 – Culinary Skills I**
         1. M/S/C (Swift/Renderman) to approve CAM 101 as presented.
         2. M/S/C (Crossman/Decker) to approve the prerequisite of food safety manager’s certificate.
      3. **CAM 130A – Baking I**
         1. M/S/C (Mendoza/Decker) to approve CAM 130A as presented.
         2. M/S/C (Mendoza/Decker) to approve the prerequisite of food safety manager’s certificate.
      4. **CAM 130C – Pastry and Desserts**
         1. M/S/C (Decker/Crossman) to approve CAM 130C as presented.
         2. M/S/C (Swift/Mendoza) to approve the prerequisite of food safety manager’s certificate.
      5. **CAM 260 – The Meaning of Food: The Forces That Shape Our Food Culture**
         1. M/S/C (Decker/Renderman) to approve CAM 260 as presented.
         2. M/S/C (Crossman/Decker) to approve CAM 260 to retain MC GE Area B2.
   3. **MTH (Ahders, Banta, Cimmiyotti, Edington, Terrill)**
      1. **MTH 80 – Intermediate Algebra for STEM and Business Majors**
         1. M/S/C (Crossman/Renderman) to approve MTH 80 after “taken within three years of enrollment” is removed from the prerequisite statement and assessment is changed to placement.
         2. M/S/C (Crossman/Mendoza) to approve MTH 80 to retain MC GE Area D2.
      2. **Math Placement Rubric –** *Action*
      3. **MTH 541 – Mathematics Institute**
         1. M/S/C (Swift/Decker) to approve MTH 541 as presented.
         2. M/S/C (Decker/Polak) to approve the disciplines Mathematics or Mathematics – Basic Skills: Non- Credit.
         3. M/S/C (Mendoza/Crossman) to approve MTH 541 for distance education.
      4. **MTH 546 – Pre-College Mathematics**
         1. M/S/C (Decker/Walsh) to approve MTH 546 as presented.
         2. M/S/C (Decker/Mendoza) to approve the disciplines Mathematics or Mathematics – Basic Skills: Non- Credit.
         3. M/S/C (Renderman/Walsh) to approve MTH 546 for distance education.
      5. **MTH 560 – Beginning Algebra for STEM and Business Majors**
         1. M/S/C (Mendoza/Decker) to approve MTH 560 as presented.
         2. M/S/C (Decker/Mendoza) to approve the disciplines Mathematics or Mathematics – Basic Skills: Non- Credit.
         3. M/S/C (Crossman/Decker) to approve MTH 560 for distance education.
2. **DISCUSSION**
   1. **Credit for Prior Learning - Polak** *– Information*

Currently, credit for prior learning is offered through credit by exam. Faculty decide if they want to offer an exam for credit option, students complete the test provided by the faculty, students pay fees, and receive credit for the course. Working under the umbrella of the Vision for Success, work has been done to expand credit for prior learning to go beyond an exam and to include assessment of training that fulfills the same outcomes of a course. These skills could be gained from military or work experience. Palomar College is currently piloting the program. PPAC will review some policies that Academic Senate President Indermill modified to reflect this change. VP Polak added that an ad-hoc committee was formed to discuss how faculty will add assessments to their programs. This process is faculty driven and decided while administration is there to help with the process and procedures. Indermill added that this program is meant to remove barriers for students who already have expertise in a particular area. Mendoza asked if there is a limit to how many units a student can gain by credit for prior learning and if GE course would be included. Indermill was not positive of a unit limit but believes there will most likely be a limit. Crossman added that there is currently a unit limit for unit awarded for credit by exam. Whetzel informed the committee that she is on the ad-hoc committee so she can report back as more information comes available.

* 1. **Program Modification Procedures - Whetzel** *– Discussion*

Chair Whetzel reviewed what sort of course modifications can trigger a program modification. Some examples include a change in title, units, department, and number. Using a recent unit increase to MTH 230 as an example, MTH 230 is part of four programs. All of those programs need to be modified to reflect that change. We currently do not have a clear process that informs faculty of the need to modify their program(s). Whetzel asked for input from the committee. Swift asked if eLumen has a way of altering faculty that something changed. eLumen does not have an alert system. Renderman suggested a process to identify what programs are affected before course modifications are approved.

* 1. **Call to Action** *-* **Review of a Course Outline of Record - Walsh** –*Presentation*

Using the questions presented at the last curriculum meeting, Walsh presented one of her CORs that she modified. In reviewing her COR, Walsh found areas that could better articulate what is happening in class and clearly stated it. In this work, Walsh reviewed the objectives, assignments, SLOs, textbook, and outline. Whetzel asked faculty on the committee to review a COR in their department using the current questions. At the next meeting the committee can review the questions and decided if anything needs clarification. Walsh added that the goal is to provide examples for faculty members as they bring their courses through the curriculum process.

Meeting adjourned: 12:01 p.m.

FUTURE MEETINGS: October 23, November 13, December 4, February 5, March 5, March 26, April 23, May 14