

Minutes of the  
MEETING OF THE FACULTY SENATE  
October 6, 2008

APPROVED

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

ABSENT: Marty Furch

GUESTS: Claudia Doran

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

Approval of Minutes:

Motion 1 MSC Gowen, Chau: Faculty Senate approval of the minutes of September 29, 2008, as amended. The motion carried.

Public Comments: None.

Announcements: None.

Committee  
Appointments:

Motion 2 MSC O'Brien, Gowen: Faculty Senate approval of the following committee appointments:

Compliance Officers

Leslie Blankenship-Williams

James Eighmey

Lori Meyers

Maria Miller

Trong Nguyen

Elvia Nunez

Robert Sheppard

Craig Thompson

Curriculum Committee

Valerie Chau (06-09) Arts, Media, Business & Computing Systems

Finance & Administrative Services Planning Council

Jonas Crawford, PE/Athletics (08-10)

Policy and Procedures Workgroup

Tamara Weintraub, Library

Colleen Weldele, ESL

Student Services Planning Council

Katy Ferrell French, Library (One Senator) 07-09

Statewide Career Pathways Project, Discipline Group Robotics, Statewide Academic Senate

Joseph Pistone (part-time)

The motion carried.

Motion 3

MSC O'Brien, Gowen: Faculty Senate approval of the ballot for the following committee appointment:

Human Resources Services Planning Council

Lisa Romain

The motion carried.

Motion 4

MSC Chau, Gowen: Faculty Senate approval of the following committee appointment:

Learning Outcomes Steering Committee

Linda Morrow, Faculty Liaison focusing on outcomes at the program level

The motion carried.

Other:

Patrick O'Brien reported that an announcement will be made soon to fill a vacancy on the Sabbatical Leave Committee.

Curriculum Committee:

No Curriculum items were presented.

Academic Due Process:

At last week's meeting, Senators discussed proposed changes to the Employee Grievance/Complaint Procedure (AP 7216), as well as the Faculty Senate's Academic Due Process Procedure. The proposed changes included making minor language modifications and changing the name of the Senate's "Academic Due Process Procedure" to "Employee Grievance/Complaint Procedures." Senators agreed that with minor language changes to the Employee Grievance/Complaint Procedure description, the two procedures could co-exist separately, and that there is no need to change the name of the current Academic Due Process Procedure. The recommended change to the description of AP 7216 is as follows: "Complaints regarding non-contractual issues, which may involve faculty members, administrative staff, classified staff, and/or students may be addressed utilizing the guidelines for Academic Due Process Procedure." The Senate concluded that whereas Academic Due Process is in place primarily for faculty members who engage in due process with other faculty members or administrators, and for cases wherein a faculty member is the agent of the action, the procedure is nonetheless all-inclusive and may be used by any Palomar employee.

Motion 5

MSC Gowen, Chau: Faculty Senate approval of the Palomar College Academic Due Process Procedure, as amended. The motion carried.

Accreditation:

Brent Gowen reported that the Accreditation Self-Study and Planning Agenda will be brought forward for a second reading at the Strategic Planning Council meeting. The

document will then be forwarded to the Governing Board for their review and final approval in November.

Policies & Procedures  
Task Force:

Brent Gowen indicated that seven faculty members have volunteered to participate in the review of Chapter 4 of the district's Policies & Procedures.

ASG:

Claudia Doran stated that the ASG currently has a full board with 14 members and 3 delegates. The group participated in the college's recent Health Fair and continues their efforts to increase voter registration. Doran reported that approximately 35 students per day are registering to vote.

The ASG also looks forward to the following events:

- Phi Theta Kappa sponsored event with the Air Force Band on campus October 14
- Coffee House Night on October 15
- Dia De Los Muertos/Day of the Dead celebration on October 16 in the library

President Deegan:

Monika Brannick reported that at her weekly meeting with President Deegan, discussion focused on new hires for the academic year.

Instructional Planning  
Council:

Kathleen Sheahan stated that the Instructional Planning Council recently received the Faculty Prioritization List for this year:

3 Counselors

7 Faculty

1 ROP faculty member transition

Additionally, three positions approved last year, are still in the hiring process:

1 American Indian Studies faculty member

1 ESL faculty member

2 Nursing faculty members, one as a replacement, and one for the evening program

Kathleen added that these hires will bring the district to 303 fulltime faculty members, 10 faculty members above its current faculty obligation.

Strategic Planning  
Council:

The next meeting of the Strategic Planning Council will be held on October 7.

Finance & Administrative  
Services Planning  
Council:

Monika Brannick reminded Senate members that a Senator is still needed to serve on the Finance & Administrative Services Planning Council.

Palomar Faculty  
Federation:

Jackie Martin-Klement stated that the PFF will host a fundraiser to extend their support for Palomar College Governing Board candidate, Richard Boreitz.

The group is also discussing changing their meeting time to increase the attendance of faculty members. Currently, PFF meets Fridays from 3:00 – 5:00 p.m.

Learning Outcomes  
Council:

Judy Wilson reported that the Learning Outcomes Council met last week and had a spirited discussion about how student learning outcomes information is gathered. The discussion included a proposal to put information into a format that some thought would be easier to analyze. A LOC member noted that altering how information is put into Curricunet at this point could substantially slow down the process. The group agreed to postpone this debate, as such changes could impact the accreditation process.

Wilson also reported on a recent Student Learning event. On September 27, a group of 900 participated in a neighborhood revitalization project, which included 160 Palomar College faculty and staff.

Other:

Monika Brannick provided copies of the Palomar College Application for Salary Schedule Credit. As part of their continuous evaluation and improvement of Palomar processes, the Sabbatical Leave Committee has revised the form that is used when fulltime faculty request salary credit for lower division courses or equivalency work. Because the old form was outdated and often confusing for applicants, Vice President Cuaron and Sabbatical Leave Chair Judy Cater proposed amendments to the form. The document was brought back to the committee for review prior to being posted on the Palomar website. Faculty may access the new form on the Instructional Services website under the general heading, "Sabbatical Forms."

Other:

Monika Brannick provided draft copies of Palomar College's Field Trip Authorization Requests, and Study Abroad Course Authorization Request forms that faculty will be asked to pilot. She asked Senators to review the forms, as this item will be brought forward for information and/or action at next week's meeting.

Personnel Standards &  
Practices Committee:

At last week's meeting, Patrick O'Brien reported to Senate members the proposed amendments to the Personnel Standards & Practices Committee's name, description, duties, and responsibilities.

Copies were distributed of the proposed changes, and Senators were asked to review the document for further discussion at next week's meeting.

Academic Standards  
& Practices Committee:

Bruce Bishop indicated that he is currently working with the members of the Academic Standards & Practices Committee on scheduling a meeting to discuss the district's Academic Integrity Policy.

He noted that the Statewide Academic Senate passed a resolution within the past few years challenging the Chancellor's interpretation of Title 5 of the Ed Code, which prohibits a faculty member from failing a student for a single Academic Dishonesty/Plagiarism violation; Bishop noted that the Statewide Academic Senate has petitioned the Chancellor's Office and/or the Board of Governors to change the policy.

ADJOURNMENT:

The meeting was adjourned at 2:42 p.m.

Respectfully submitted,

Richard Hishmeh, Secretary