

Minutes of the
MEETING OF THE FACULTY SENATE
October 27, 2008

APPROVED

- PRESENT:** Bruce Bishop, Monika Brannick, Valerie Chau, Ralph Ferges, Katy French, Marty Furch, Brent Gowen, Lawrence Hahn, Richard Hishmeh, Stan Levy, Jackie Martin-Klement, Linda Morrow, Patrick O'Brien, Kathleen Sheahan, Diane Studinka, Fari Towfiq
- ABSENT:** Sue Norton, Judy Wilson
- GUESTS:** Carrie Minikel
- 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 October 20, 2008, as amended. The motion carried.
- Public Comments:** None.
- Announcements:** None.
- Committee Appointments:** Bruce Bishop noted that committee appointments being brought forward on behalf of the Committee on Committees do not require a separate motion or second. Rather, Patrick O'Brien, as Chair of the Committee on Committees, brings these items to the Senate as motions from the Committee on Committees, and therefore they only require an affirmative majority for approval.
- The following committee appointments were brought forward as accepted by the Committee on Committees:
- Curriculum Committee
Social and Behavioral Sciences
Jennifer Christian, Sociology (06-09)
- Policy and Procedure Task Force
Donna Cosentino
- Vocational and Technical Educational Act Planning and Advisory Committee
One faculty member from an academic discipline
Tony Smith, CSIS (08-10)
- Curriculum:** The next meeting of the Curriculum Committee will be held on Wednesday, October 29.
- Process for Reviewing Contract Education:** This item will be discussed at next week's Senate meeting.

Professional Development

Advisory Board: Patrick O'Brien stated that the Professional Development Advisory Board has approved part-time faculty receiving eligible Professional Development hours for active membership on campus committees opened to part-time faculty membership. This approval is consistent with the Chancellor's Office recommendations for part-time faculty committee service.

Senators discussed part-time faculty service that provides monetary compensation, such as serving on the Faculty Senate or Student Learning Outcomes Council, and whether awarding PD hours for such positions would exceed what is allowable in the contract. Part-time Senator Lawrence Hahn noted that part-time Senators currently do not count their service on the Faculty Senate as PD hours because of the compensation issue. Senators agreed that the Professional Development Advisory Board should clarify these issues for part-timers currently serving in these positions, as well those who wish to serve in the future.

After further discussion, Monika Brannick asked Patrick O'Brien to revise the wording of the motion from the Professional Development Review Board and bring it to the Senate next week.

Accreditation: Brent Gowen reported that the Accreditation Steering Committee will participate in a special workshop presented by the Governing Board on October 29 focusing on the Self-Study, and it is anticipated that the Governing Board will approve the Self-Study document at their November meeting.

Area D Meeting: Monika Brannick reported that she attended the Academic Senates' Area D meeting on Saturday, October 25. One item that received considerable attention was the focus on Student Learning Outcomes at various Accreditation site visits. Of particular interest to the Accreditation teams were how Student Learning Outcomes were integrated into Course Outlines of Record, and how Student Learning Outcomes were being assessed. Also discussed was the potential integration of Student Learning Outcomes into faculty evaluations, although the specifics of this integration were not elaborated. Special attention was also given to an announcement that a process for verifying the identity of students enrolled in Distance Education courses needs to be in place by 2010.

Senators discussed the ramifications of integrating Student Learning Outcomes into faculty evaluations. Brannick noted the Statewide Academic Senate is considering a resolution opposing the use of Student Learning Outcomes as a basis for faculty evaluation, noting the potential negative impacts on the collegial peer review process, on academic freedom, and on local bargaining authority. She noted that the issue will be discussed further at the Statewide Academic Senate's fall session, November 6- 8.

Policies & Procedures Task Force:

Brent Gowen reported that the Policies & Procedures Task Force continues its review of Chapter 4, Instruction. Each of the group's six faculty members has paired with an academic administrator to work on specific areas of the chapter.

Service Learning Committee:

No report due to Judy Wilson's absence.

ASG:

No report due to Claudia Doran's absence.

President Deegan: Monika Brannick reported that her weekly meeting with President Deegan focused on the emergency meeting called by President Deegan last week where he announced the hiring freeze. The state is considering mid-year cuts and the withholding of the COLA are also being discussed as ways to address budget crisis. Brannick noted that the faculty hires already in progress will continue.

Strategic Planning Council:

Brent Gowen reported that the Strategic Planning Council (SPC) discussed the following at their recent meeting:

- The recent closure of Palomar's Borrego Springs' site.
- SPC approval of the Emergency Work Group's top priority items, which include an improved public address system and improved early response systems.
- Bonnie Dowd's budget report, which emphasized that the economic crisis is particularly bleak in California because so much of California's revenue comes from capital gains monies. As such, the college anticipates a mid-year budget cut anywhere between 3-10%.

Instructional Planning Council:

Kathleen Sheahan stated that at last week's Instructional Planning Council meeting, the group discussed the district's budget cuts and the hiring freeze of the 10 positions on IPC's prioritization list. There was also talk about the group's role in educational planning at the Escondido and Fallbrook Centers, as they develop. The committee took another look at the Emergency Preparedness Plan, which it expressed support for at a previous meeting. Lastly, the group's subcommittee continues to discuss how to review the process for faculty hiring prioritization, and how to address faculty hires for departments whose sizes are compromised by retirements.

Student Services Planning Council:

Katy French provided the following report of issues discussed at the Student Services Planning Council meeting:

- The group's approval of the Veterans' Service Advisory Group. Discussions are ongoing on how to address issues related to veterans' needs. Suggestions include providing workshops for active duty veterans, as well as providing a designated counselor to assist with the academic success of veterans. The committee also welcomed the current President of the Student Veterans' Association as a guest.
- Jayne Conway's announcement of the creation of an "Education for Heroes" fund. Health Services is working with the Palomar College Foundation with a goal to raise \$500,000, which will go towards students who are veterans.
- Tony Cruz's report on Palomar College Campus Security. Faculty and staff are invited to review the report on the Campus Security website.

Finance & Administrative Planning Council:

A Senator is still needed to serve on the Finance & Administrative Planning Council.

Budget Committee:

The Budget Committee will meet on October 28, 2008.

Palomar Faculty
Federation:

Jackie Martin-Klement invited all to attend the next Palomar Faculty Federation meeting on Friday, October 31.

Learning Outcomes
Council:

Marty Furch stated that the Learning Outcomes Council continues to offer work sessions for faculty members. She noted the success of the sessions and expressed her appreciation to the Instruction Office for its continued support.

The Basic Skills Committee continues to work with the architects on the Teaching/Learning Center at Palomar's Escondido site.

The next meeting of the Learning Outcomes Council will be held on December 6.

Other:

Monika Brannick reported that the Curriculum Committee continues its review of Course Outlines of Record; the committee has discovered some courses from last semester, held up for various reasons, which are coming through the review process now. Moreover, because the Student Learning Outcomes (SLOs) were only in the pilot process when these course reviews were initiated, the course reviews did not include SLOs. Appropriate faculty members have been contacted to complete the process, and Brannick expressed her thanks for their willingness and expediency in getting these courses through the process.

Other:

Monika Brannick stated that the Palomar Faculty Federation is close to signing Memorandums of Understanding (MOUs) for the ROP transition process. The process moving forward quickly because one of the faculty members' contracts and program is due to expire at year's end. The MOUs specify that approval of the transfers is contingent upon the transferred faculty members meeting minimum qualifications, or equivalencies. The Vice President of Human Resources has initiated the equivalency process.

Other:

Monika Brannick informed Senate members that the district has signed a MOU, creating a "Freshman Experience Coordinator" position. The position offers 80% release time and will be funded through the HSI (Hispanic Serving Institution) Grant.

Following, Monika Brannick noted that as Faculty Senate President, she is sometimes called upon to sign various district forms that, because of deadlines, require immediate attention. She will inform all pertinent parties that she will no longer sign any documents that have not been first reviewed and discussed by the Faculty Senate as a body.

In an effort to keep the Senate apprised of issues related to Basic Skills, which affect all faculty members, Fergal O'Doherty and Gary Sosa, Coordinators of the Basic Skills Initiative at Palomar College, will be invited to speak to the Senate on a regular basis.

Senators discussed the Freshman Experience Coordinator position, and Marty Furch provided a brief summary of the duties and responsibilities related to the position.

Academic Technology
Committee:

Kathleen Sheahan reported that the Academic Technology Committee unanimously agreed to discontinue Palomar's use of Turnitin, an anti-plagiarism software program currently used by Palomar at a cost of \$15,000 per year; instead, Palomar will now offer SafeAssign, a similar service which is free of charge.

Sheahan added that the group also discussed correspondence from Barbara Beno regarding Accreditation and online education. The four workgroups created by the committee have begun meeting and discussing faculty workload, faculty performance standards, student evaluations, and student access issues as per online instruction.

Other:

It was also reported that in response to the recent MOU for the new “Freshman Experience Coordinator” position, the PFF suggested that a fulltime hire be made in Multicultural Studies. The basis for the suggestion is as follows: because the new coordinator position would take away another fulltime faculty member from the classroom, and because the new position would be funded through HSI monies, money would, therefore, be available for a fulltime faculty hire. As the Multicultural Studies Department is in danger of extinction, a hire should be made in said department.

Discussion ensued, with many Senators deferring to the faculty hiring prioritization list created by the Instructional Planning Council (IPC). There was overall agreement that the current prioritization process of IPC should not be superceded. IPC member Kathleen Sheahan noted that situation facing the Multicultural Studies department will be reiterated to members of the IPC, after which the committee can further consider how the faculty hiring list is currently prioritized. Senators agreed that if IPC’s process is deemed fair and equitable, it should not be undermined.

ADJOURNMENT:

The meeting was adjourned at 3:21 p.m.

Respectfully submitted,

Richard Hishmeh, Secretary