

Minutes of the  
MEETING OF THE FACULTY SENATE  
December 1, 2008

APPROVED

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

ABSENT: Richard Hishmeh

GUESTS: Claudia Duran

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 Chau, Gowen: Faculty Senate approval of the minutes of November 24, 2008, as amended. The motion carried.

Public Comments: None

Announcements: None

Committee  
Appointments:

Motion 2 MSC O'Brien, Chau: Faculty Senate approval of the following committee appointment:

Workforce and Community Development Advisory Group  
Brian Cushing, Adjunct Faculty member, Business Administration Dept.

The motion carried.

Curriculum: Copies of the Curriculum items were provided for review at last week's meeting.

Motion 3 MSC Bishop, Chau: Faculty Senate ratification of the Curriculum items dated November 19, 2008. The motion carried.

Faculty Senate  
Goals:

At recent meetings, Senators have received and discussed several draft copies of the proposed 2008-09 Faculty Senate goals. The most recent draft was provided today.

Motion 4 MSC Levy, Chau: Faculty Senate approval of the 2008-09 Faculty Senate Goals. The motion carried.

Faculty Senate Goals  
2008-09

Embody the dignity of our profession by approaching with foresight and acting with authority on academic and professional matters.

Senate:

1. Develop a process for administrative retreat rights.

2. Develop a procedure for addressing a faculty member's charge that a student has engaged in academic dishonesty.
3. Finalize the accreditation report; prepare for and facilitate the accrediting commission's site visit.
4. Request regular reports from these areas:
  - a. Basic Skills/Title V HSI Committee
  - b. Academic Technology Committee
  - c. Workforce and Community Development Advisory Group
  - d. Academic Technology Resource Center.
5. Increase faculty service on committees and councils by
  - a. ensuring that membership calls are sent out regularly,
  - b. reminding faculty of the importance of service on councils and committees, and
  - c. proposing a requisite number of faculty on administrative hiring committees.
6. Monitor the implementation of Student Learning Outcomes Assessment Cycles throughout the college by
  - a. requesting regular reports from the Curriculum Committee on the progress of SLOAC reporting in CurricUnet, and
  - b. requesting regular reports from the Learning Outcomes Council on SLOACs.

Senate/Other Groups:

7. Require the college to begin immediately the implementation of the Accreditation Self-Study Planning Agendas. In particular,
  - a. as per AB1725, ensure faculty's collegial consultation with administration on budget planning, specifically with regard to the current budget crisis, and
  - b. support the 75/25 Workgroup's development of a plan to improve the ratio of credit hours taught by full-time faculty to the credit hours taught by part-time faculty while also increasing the number of full-time faculty.
8. Participate in the review and revision of the college's Policies and Procedures.
9. Establish guidelines related to the academic and professional elements of online courses and instruction, including
  - a. faculty workload,
  - b. faculty performance standards,
  - c. student evaluations, and
  - d. student success.

Brief discussion of the goals followed.

Accreditation:

Brent Gowen reported that the Accreditation Self-Study is being sent to print on December 5.

Monika Brannick noted that this item will be removed from the agenda until the spring semester in preparation for the accreditation team's visit to the campus.

Policies & Procedures  
Task Force:

Brent Gowen indicated that the smaller group of the Policies & Procedures Task Force will meet on December 10 to hear progress reports on the review of Chapter 4, followed by a meeting by the larger task force on December 12.

Learning Outcomes  
Council Governance  
Structure:

Marty Furch reported that the Learning Outcomes Council will discuss the proposed Learning Outcomes Council Governance Structure Group request at their next meeting on December 4.

ASG:

Claudia Duran provided the following ASG report:

- The ASG collected approximately 400 cans of food for the “Food for Food” drive.
- A letter opposing the state’s proposed budget cuts will be created by ASG after the Faculty Senate offers support for it.
- Region 10 will meet on December 5 at Southwestern College.
- ASG will not distribute Counseling Department surveys until they are brought to the Faculty Senate for information. Members of the ASG feel that collaboration with faculty is important.

A Senator noted that AB1725 deems the ASG an autonomous body; as such, its officers are not obligated to bring items to the Faculty Senate before taking official action.

President Deegan: No meeting was held with President Deegan last week.

Governing Board: The next meeting of the Governing Board will be held on December 9, 2008.

Strategic Planning Council: The next meeting of the Strategic Planning Council will be December 2, 2008, and a special meeting to discuss and define Shared Governance will be held on December 5.

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

Budget Committee: Senate members discussed the Budget report presented at the last Budget Committee meeting, where questions arose about mid-year budget cuts.

Discussion followed on the need to explore various ways to trim budget expenses, other than those related to academic department cuts. It was also noted that Department Chairs currently have no input in the process of deciding the number of classes to cut.

Palomar Faculty Federation: Jackie Martin-Klement reported that the next PFF meeting is Friday, December 5.

Learning Outcomes Council/Basic Skills: The next meeting of the LOC will be held on Thursday, December 4.

Other: Patrick O’Brien stated that a Senator is needed to serve on a Disability Resources Center Ad-Hoc Committee, which will review a petition for a class substitution in an AA program for a student enrolled in a math course. Because the petition affects the math department, the committee is requesting a Senator from that academic area.

After brief discussion, Senators requested that the Senate President contact Ron Haines for more information before further discussion and/or action at next week’s meeting.

ADJOURNMENT: The meeting was adjourned at 2:50 p.m.

Respectfully submitted,

Richard Hishmeh, Secretary