

Minutes of the  
MEETING OF THE FACULTY SENATE  
April 28, 2008

APPROVED

PRESENT: Bill Bedford, Bruce Bishop, Monika Brannick, Molly Faulkner, Gracie Fowler, Brent Gowen, Lawrence Hahn, Richard Hishmeh, Teresa Laughlin, Stan Levy, Chantal Maher, Jackie Martin-Klement, Marilee Nebelsick-Tagg, Sue Norton, Patrick O'Brien, Kathleen Sheahan, Perry Snyder, Fari Towfiq

ABSENT: Judy Cater

GUESTS: Mary Cassoni, Dillon Emerick, Kathleen Grove, Jesse Lyn, Mark Vernoy, Judy Wilson

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

Approval of Minutes:

Motion 1 MSC Laughlin, Nebelsick-Tagg: Faculty Senate approval of the minutes of April 21, 2008, as amended. The motion carried.

Motion 2 MSC Laughlin, Faulkner: To suspend the agenda to discuss Information item A, Service Learning. The motion carried.

Service Learning: Members of the Service Learning Workgroup provided Senate members with a detailed proposal of how Palomar and its students can benefit from a Service Learning program. Service Learning is a teaching method that combines academic/occupational instruction with students' service to the community to improve student learning outcomes, civic engagement, and retention rates.

Since 1994 the American Association of Community Colleges has promoted the value of Service Learning to the 1,200 associate degree-granting institutions in the U.S. According to three AACC national surveys, nearly 60 percent of all community colleges offer service learning in their curricular programs. Another 30 percent of colleges are interested in starting Service Learning initiatives.

Mary Cassoni provided a Power Point presentation of a business plan for Service Learning at Palomar College, describing a dedicated Service Learning office modeled after the successful program at Mira Costa College. Mary explained Service Learning's alignment with the Basic Skills Initiative and its Teaching and Learning Centers.

The presenters also outlined funding and staff needs and asked for Faculty Senate endorsement. The next steps would include a commitment of funds by the Vice President for Instruction and Superintendent/President for a part-time Service Learning Coordinator, at a cost of approximately \$47,492 per year.

A question and answer period followed. Brent Gowen indicated that this item will be brought forward for Senate action at next week's meeting.

Motion 3 MSC Nebelsick-Tagg, Laughlin: To resume the agenda. The motion carried.

Public Comments: There were none.

- Announcements: There were none.
- ASG: Jesse Lyn stated that the nomination period for students interested in ASG positions closed on Friday, April 25.
- Six ASG members will be attending the Student Senate for California Community Colleges this weekend, where ten at-large Senators will be elected.
- The ASG continues its preparations for the upcoming Cinco de Mayo celebration.
- Palomar College's Proposed Campus Smoking Policy is currently being reviewed by several campus constituent groups and will be an Information item on next Monday's Senate agenda.
- President Deegan: Brent Gowen reported that Marilee Nebelsick-Tagg and he met with President Deegan earlier in the day for their weekly meeting to discuss items on today's Senate agenda.
- Governing Board: A special meeting of the Governing Board will be held on April 29 for ratification of the faculty contract. The Senate expressed its thanks to those who worked so diligently on behalf of all faculty.
- Strategic Planning Council: Brent Gowen stated that a special meeting of the Strategic Planning Council (SPC) will be held on Tuesday, April 29. Items on the agenda include reviews of the Learning Outcomes Council Governance Structure, the Annual Implementation Plan (AIP), SPC's self-evaluation process, and second drafts of Accreditation Self-Study Standards I and II.
- Instructional Planning Council: Chantal Maher reported that the Instructional Planning Subcommittee continues its work on the Fulltime Faculty Hiring Priority List and presented its report to the entire Instructional Planning Committee (IPC) last week. She added that IPC continues its review of the Institutional Review & Planning document and will soon prepare a summary of those comments and recommendations.
- Budget Committee: Brent Gowen indicated that the Budget Committee, as it prepares to establish principles that will guide its adoption of a budget development process, is currently reviewing the principles that guided the Revenue Allocation Committee in budget development. Senators emphasized the need for faculty involvement in decisions about the budget.
- Palomar Faculty Federation: There was no report.
- Learning Outcomes Council: Teresa Laughlin stated that the next meeting of the Learning Outcomes Council is scheduled for May 1 in room SU-18 at 2:00 p.m..
- Other: Brent Gowen reminded Senators who are currently chairing a Senate Committee to provide their year-end reports by May 12.

Committee  
Appointments:

Motion 4 MSC Nebelsick-Tagg, Laughlin: Faculty Senate approval of the following committee appointments:

Learning Outcomes Council

Phil de Barros (08-10) Social and Behavioral Sciences

Financial Aid Appeals Committee

Jo-Anne Lesser (08-10) Counseling

Tenure & Evaluations Review Board

Pam McDonough (08-10) Languages and Literature

Academic Technology Committee

Christine Barkley (08-10) Languages and Literature

Dillon Emerick (08-10) Social and Behavioral Sciences

Wing Cheung (08-10) MNHS

Steve Perry (08-10) Arts, Business, Media, and Computing Systems

Equivalence Committee

Bruce Gan (08-10) Career, Technical, and Extended Studies

Disability Resource Center Advisory Committee

Kathy Young (08-10) Social and Behavioral Sciences

Campus Police Advisory Committee

Dillon Emerick (08-10) Social and Behavioral Sciences

Registration Committee

Wing Cheung (08-10) MNHS

Vocational and Technical Educational Act Planning and Advisory Committee

Wing Cheung (08-10) MNHS

Student Equity Committee

Carol Bruton (08-10)

Scholarship Committee

Tracy Fung (08-10) Languages and Literature

Abbie Cory (08-10) Languages and Literature

Compliance Officer

Erin Hiro

Professional Development Advisory Board

Patrick O'Brien (08-10) Counseling

Christopher Lowry (08-10) Languages and Literature

Lorena Lomeli-Hixon (08-10) (Part-time) Counseling

The motion carried.

Motion 5 MSC Nebelsick-Tagg, Laughlin: Faculty Senate approval of the results of the ballot for the following committee appointment:

Academic Review Committee  
Bruce Orton (08-10) Languages & Literature

The motion carried.

Curriculum: The next meeting of the Curriculum Committee has been rescheduled for May 7.

Basic Skills Initiative: Copies of a proposed Governance Structure Group Request for the Learning Outcomes Council (LOC) and Steering Committee were provided. This proposal is a revision of the existing Group Request form. The most significant new element in this proposal is the establishment of a Basic Skills Subcommittee that will advance the Basic Skills Initiative at Palomar, including the college's creation of Teaching and Learning Centers at Escondido Center and on the San Marcos campus. This Subcommittee will report to the LOC. Senators discussed the document and suggested several minor format and wording changes.

Motion 6 MSC Laughlin, Bedford: Faculty Senate acceptance of the Governance Structure Group Request for the Learning Outcomes Council and Steering Committee as amended. The motion carried.

Senators noted that while this document does not require approval by the Strategic Planning Council because the LOC is not a part of Palomar College's Governance Structure, it should be distributed for informational purposes. Discussion followed on district procedure as it relates to the creation of and changes to workgroups, task forces, committees, councils, as well as the roles of the Senate and the Strategic Planning Council. Senators considered whether groups sanctioned by and reporting to the Faculty Senate are within the formal Governance Structure and subject to its protocols.

Brent Gowen added that because the LOC document has been approved by the Senate, work can begin on the Teaching Learning Centers and filling the Coordinator positions. Brent stated that Basic Skills Initiative Action Plans are due in the Systems Office by May 1.

Motion 7 MSC Bedford, Faulkner: To close debate. The motion carried.

Accreditation: Members of the college community continue to review the second drafts of the Accreditation reports, and the Steering Committee has invited all faculty to participate in "Reading Circles."

Personnel Standards & Practices Committee: Patrick O'Brien, chair of the Personnel Standards & Practices Committee, will discuss the faculty evaluation of senior administrators at the May 5 Senate meeting.

ROP: Jackie Martin-Klement reported that another summit meeting of the ROP Workgroup and representatives of other campus groups will be held after today's Senate meeting. Last December, the Senate advanced the workgroup's recommendations for most of the ROP programs but needs to take positions on the three remaining programs and on the transitioning of ROP faculty.

This item will remain on the Senate agenda for further discussion at next week's meeting.

Other: Bruce Bishop informed Senators that he has been invited to present a workshop on Parliamentary Procedure and The Brown Act at the CCLC Trustees Conference this weekend in Palm Springs.

ADJOURNMENT: The meeting was adjourned at 3:12 p.m.

Respectfully submitted,

Teresa Laughlin, Secretary