

Minutes of the
MEETING OF THE FACULTY SENATE
September 29, 2008

APPROVED

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

ABSENT: Jackie Martin-Klement

GUESTS: Jessica Baker

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, Bishop: Faculty Senate approval of the minutes of September 22, 2008, as amended. The motion carried.

Public Comments: After hearing of former Dean Gene Jackson's recent illness, Senators wished him a speedy recovery.

Announcements: None.

Committee
Appointments:

Motion 2 MSC Gowen, Levy: Faculty Senate approval of the following committee appointments:

Curriculum Committee

Jason Eggerman, Psychology (part-time (07-10) Social and Behavioral Sciences
Gene Gushansky, Life Sciences (08-11) Mathematics and the Natural & Health Sci.

Distinguished Faculty Award Committee

Chantal Maher, Foreign Languages (08-10)
Elvia Nunez, Counseling (08-10)

Policy and Procedures Workgroup

Ralph Ferges, Life Sciences
Linda Morrow, Library

Strategic Planning Council

Deborah Kelly, Economics (part-time (08-10)

The motion carried.

Motion 3 MSC Levy, Gowen: Faculty Senate approval of the following Peer Review Committee appointments:

Lisa Romain, Chair for Lois Galloway
Lois Galloway and Sue Norton, Chairs for Lori Meyers

Steve Spear, Chair for Larry Roberts

The motion carried.

Elections: Senators welcomed new part-time faculty member and Senator, Valerie Chau, to the Senate.

Curriculum: Curriculum items were presented for information at last week's meeting.

Motion 4 MSC Gowen, Levy: Faculty Senate ratification of the Curriculum items dated September 17, 2008. The motion carried.

Policies & Procedures
Task Force:

At last week's meeting, Senators received copies of the Employee Grievance/Complaint Procedures, as well as the Faculty Senate Academic Due Process Procedure. Members of the Policies and Procedures Task Force tabled the discussion of the Grievance/Complaint Procedures document at their September 12, 2008, meeting to allow for Senate input on the proposed amendments. These changes include making minor language modifications and changing the name of the Senate's "Academic Due Process Procedure" to "Employee Grievance/Complaint Procedures." The name change has been proposed because the title "Academic Due Process Procedure" may lead some to believe that the process exists exclusively for faculty members and not for other employee groups. It was noted, though, that Palomar's current procedure clearly states that ... "These procedures apply to actions that interfere with and/or exert a harmful effect on the functions of the College and may involve faculty, administrative staff, classified staff, and/or students..."

Lengthy discussion followed on the ramifications of the proposed name change. Of particular concern was whether the current procedure does, in fact, imply exclusive use by faculty, or whether it is open to all employee groups. It was noted that the current Academic Due Process Procedure differs from the Employee Grievance/Complaint procedures being proposed by the task force, and that the two procedures can co-exist separately. Most Senators agreed that the current Academic Due Process Procedure exists 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.

After further discussion, Senators agreed to place the Academic Due Process Procedure on the Senate agenda each week for review, discussion, and updates. Monika Brannick will ask the Policies & Procedures Task Force to postpone their discussions until the Senate approves a final version of the procedure.

Accreditation: Brent Gowen reported that the writing teams and the Accreditation Steering Committee have a comprehensive draft available for review. Factual errors should be reported to Glynda Knighten.

Policies & Procedures
Task Force:

Brent Gowen reported that the review of Chapter 4 of the district's Policies & Procedures continues. More volunteers are still needed.

ASG: Jessica Baker reported that the ASG celebrated the opening of the new Diversity Center on September 24.

- President Deegan: Monika Brannick indicated that no meeting was held with President Deegan last week.
- Strategic Planning Council: Brent Gowen reported that a special meeting of the Strategic Planning Council is scheduled for September 30, to discuss Accreditation.
- Instructional Planning Council: Kathleen Sheahan reported that the members of the Instructional Planning Council reviewed and voted to support the Planning Agenda for the Accreditation Self-Study process. She added that the preference list for hiring will be brought forward soon.
- Student Services Planning & Financial And Administrative Planning Councils: Monika Brannick reminded Senate members that Senators are still needed to serve on the Student Services Planning Council and the Financial & Administrative Planning Council.
- Budget Committee: Richard Hishmeh distributed information on the California State budget update. The Governor signed the budget; following is a list of budget items specific to California Community Colleges:
- \$38.9 million to provide a 0.68 percent COLA on general purpose apportionments (no COLA is provided for categorical program funds. K-12 schools also received this same level of COLA).
 - Enrollment growth is funded at 2 percent
 - Categorical programs are flat-lined at 2007-08 levels
 - Student fees remain level at \$20 per unit
 - \$75 million is provided to partially backfill a property tax shortfall for the 2007-08 fiscal year. The total property tax shortfall for 2007-08 was \$92 million.
 - A new deferral of apportionment payments was instituted in order to address cash flow concerns at the state level. Specifically, \$250 million in general purpose apportionments that normally would be paid in January, February, and March will now be paid in April, May, and June.
 - A \$200,000 cut to the Chancellor's Office budget. Earlier versions of the budget has proposed a \$1 million cut.
 - The Competitive Cal Grant program is sustained rather than eliminated as earlier proposed. This program, operated by the California Student Aid Commission, provides support to students in all segments of California public higher education.
- Palomar Faculty Federation: There was no report due to Jackie Martin-Klement's absence.
- Learning Outcomes Council: Marty Furch reported that the Student Learning Outcomes will meet this week.
- The Learning Outcomes Council and the Instruction Office will host a Professional Development workshop on Friday, October 3.
- Two vacancies currently exist on the Learning Outcomes Council Steering Committee.

Furch reported that discussions on the Teaching/Learning Center in Escondido are ongoing. Weekly meetings with the architects, Kelly Hudson-MacIsaac, and a planning group assigned to the Escondido Center are also ongoing.

Sabbatical Leave: Judy Cater forwarded the following report on the Sabbatical Leave Committee:

The Sabbatical Leave Committee conducted a successful Sabbatical Applicants Workshop on Thursday, September 18. Co-chair Judy Cater and other committee members are working with faculty who are not able to attend the workshops due to scheduling issues or illness. The good news is, this year there are fewer applicants than available slots. No prioritization is necessary for this cycle. Eligibility review of the applicants is almost completed. The committee is close to completing the review of the spring Sabbatical Leave Reports and these represent excellent work on behalf of our colleagues.

Personnel Standards & Practices Committee:

Patrick O'Brien reported that at their last meeting, members of the Personnel Standards & Practices Committee discussed the possibility of postponing the distribution of Administrator Evaluations. Traditionally, the evaluation process occurs every two years, but for the past few years, it has occurred annually. The postponement will allow the committee to revise their evaluation form and will hopefully increase faculty participation. Members are also reviewing and amending their committee's description, duties, and responsibilities. The committee will send the revised version of this description to next week's Senate meeting for review.

Equivalency: Fari Towfiq stated that the Equivalency Committee will meet throughout the academic year to discuss the differences between meeting the requirements for single-course equivalency and meeting minimal qualifications for a discipline. The group has scheduled their first meeting of the semester for October 16.

Academic Technology Committee:

In her report on the Academic Technology Committee, Kathleen Sheahan indicated that the group has split into four workgroups, each of which will discuss one of the following online teaching issues:

- faculty workload (working in conjunction with the PFF)
- faculty performance standards (working in conjunction with the TERB)
- student evaluations (working in conjunction with the TERB)
- student access issues

ADJOURNMENT The meeting was adjourned at 3:16 p.m.

Respectfully submitted,

Richard Hishmeh, Secretary