THE FACULTY SENATE

PALOMAR COLLEGE

Minutes of the
MEETING OF THE FACULTY SENATE
February 9, 2015

APPROVED

PRESENT:	Richard Albistegui-Dubois, Sandra Andre, Melinda Carrillo, April Cunningham, Jenny Fererro, Joel Glassman, Barb Kelber, Greg Larson, Lawrence Lawson, Shannon Lienhart, Jackie Martin, Pam McDonough, Patrick O'Brien, Lillian Payn, Travis Ritt, Diane Studinka, Fari Towfiq, Rocco Versaci
ABSENT:	Teresa Laughlin, Christina Moore
GUESTS:	Fern Menazes (Telescope)
CALL TO ORDER:	The meeting was called to order by the President, Greg Larson, at 2:00 p.m. in Room SU-30.
	Please note: All votes are presumed unanimous unless indicated otherwise.
Approval of Minutes:	
Motion 1	MSC Versaci, O'Brien: Faculty Senate approval of the minutes of February 2, 2015, as presented. The motion carried.
Public Comments:	There were no public comments.
Announcements:	There were no announcements.
Strategic Planning Council:	Greg Larson reported that members of the Strategic Planning Council continue their discussion of the succession plans. The group also discussed the position announcement for the Articulation Officer, which will be filled internally and offer 100% assigned time. The announcement will be distributed as soon as the job description for the position is created and refined.
	The administration is also working on anticipating retirements and various scenarios for filling classified positions and how to prioritize them for replacement within 90 days.
Governing Board:	The next meeting of the Governing Board will be held on February 10.
President Deegan:	Greg Larson indicated that he and Jackie Martin attended their scheduled meeting with President Deegan last week. Discussion focused on the succession plan. Larson also noted that President Deegan has stated that all Academic Department Assistant positions will be replaced.

Palomar Faculty
Federation:

Shannon Lienhart reported that the Negotiations Advisory Council will meet on Wednesday, February 11. A draft of the proposed compressed academic calendar has been distributed to faculty members. Other similar variations of the calendar are also being discussed before a final version is approved.

Lienhart expressed frustration with the lack of progress in negotiations with the district, stating that it is expected that a consultant will be hired to negotiate for the district after Vice President Tortarolo's retirement. There is also concern with funds being moved out of the General Fund and into areas such as Fund 41, Capital Outlay Fund with no discussion.

Instructional Planning
Council:

Jackie Martin indicated that members of the Instructional Planning discussed the Rationale Form for full-time faculty requests at their last meeting.

Committee
Appointments:

Motion 2

MSC O'Brien, Lienhart: Faculty Senate approval of the following committee appointments:

Selection Committee/Interim Dean, Career Technical and Extended Education
Emergency Medical Education Department
Pete Ordille (FT)/EME

Occupational and Noncredit Programs
Ed Pedrazzi (PT)/Water Technology Education

Public Safety Programs - No Volunteers

Interim Assistant Superintendent/Vice President for Human Resources
Arts, Media, Business and Computer Science – No Volunteers

Career Technical and Extended Education
Sarah De Simone (FT)/EME

Languages and Literature
Erin Feld (FT)/Reading

Student Services – No Volunteers

Interim Assistant Superintendent/Vice President for Instruction
Student Services
Lisa Romain (FT)/Counseling

Student Support and Equity Council
1 faculty member from Disability Resource Center as appointed by the Faculty Senate
Sherry Goldsmith (FT)/DRC

Faculty Senator as appointed by the Faculty Senate (at-large)
PJ DeMaris (FT)/Counseling

The motion carried.

Motion 3   MSC O'Brien, Towfiq: Faculty Senate approval of the results of the ballot for the following committee appointments, with the faculty appointments for the Interim Assistant Superintendent/Vice President for Instruction Hiring Committee going to the two highest vote-getters in each division.

Selection Committee/Interim Dean, Career Technical and Extended Education
Design and Consumer Education Department
Solange Wasef (FT)/Family and Consumer Sciences

Selection Committee/Interim Dean, Career Technical and Extended Education
Trade and Industry Department
Sergio Hernandez (FT)/Diesel Mechanics Technology

Interim Assistant Superintendent/Vice President for Human Resources
Mathematics and the Natural and Health Sciences
Shannon Lienhart (FT)/Mathematics

Interim Assistant Superintendent/Vice President for Human Resources
Social and Behavioral Sciences
Teresa Laughlin (FT)/Economics/History/Political Sciences

Interim Assistant Superintendent/Vice President for Instruction
Arts, Media, Business and Computer Science
Michael Mufson (FT)/Performing Arts
Lillian Payn (FT)/Graphic Communications

Interim Assistant Superintendent/Vice President for Instruction
Career Technical and Extended Education
Sergio Hernandez (FT)/Diesel Mechanics Technology
Solange Wasef (FT)/Family and Consumer Sciences

Interim Assistant Superintendent/Vice President for Instruction
Social and Behavioral Sciences
Travis Ritt (FT)/Economics/History/Political Sciences
Diane Studinka (FT)/Child Development

Interim Assistant Superintendent/Vice President for Instruction
Languages and Literature
Lawrence Lawson (FT)/ESL
Barb Kelber (FT)/English

Interim Assistant Superintendent/Vice President for Instruction
Mathematics and the Natural and Health Sciences
Greg Larson (FT)/Mathematics
Kim Velasquez (FT)/Life Sciences

The motion carried.

Patrick O'Brien reported that members of the Committee on Committees will meet on Tuesday, February 10 to continue their discussion on revising the Governance Structure.

Curriculum Co-Chair:	Letters of interest for the position of Curriculum Co-Chair were reviewed. The incoming Co-Chair will serve in the spring 2015 semester on a training basis only, with the position officially beginning in fall 2015, and ending in the spring 2017 semester.
Motion 4	MSC Lawson, Andre: Faculty Senate acceptance of the ballots to support the appointment of Jenny Fererro as the Curriculum Co-Chair, effective fall, 2015, through spring, 2017. The motion carried.
Curriculum:	The following Curriculum Committee items were distributed to Senate members electronically:

Palomar College Curriculum Actions - Wednesday, February 4, 2015

I. **CONSENT CALENDAR SECOND READING – ACTION** There will be no separate discussion of these items unless a Curriculum Committee member or guest requests that a particular item be removed from the Consent Calendar. Items so removed will be considered separately. All matters remaining under Consent Calendar are considered to be **routine** and will be approved by **one motion**.

The following curriculum changes, pending appropriate approvals, will be effective **Fall 2015:**

A. **Program Changes**

1. Program Title: Business - General
Discipline: Business Education (BUS)
Award Type: A.S. Degree Major
Total Units: 31 – 34
Removed BUS 205 from program requirements, added IBUS 105 as option (BUS 155 or IBUS 105), added IBUS 100 as option (BMGT 105 or IBUS 100) added BUS 205 to program requirements, removed BUS 158 from electives, added BUS 173 to electives.
Jackie Martin

2. Program Title: Real Estate Broker License Preparation
Discipline: Real Estate (RE)
Award Type: A.S. Degree Major/Cert. Achievement
Total Units: 24 – 28
Updated description, added RE 100 to program requirements, removed BUS 116, RE 100, RE 111 and RE 156 from electives, added BUS 115 or BUS 117 option, updated total units.
L. Jackie Martin

3. Program Title: Real Estate Salesperson License Preparation
Discipline: Real Estate (RE)
Award Type: Certificate of Proficiency
Total Units: 9 – 13
Changed elective category to "select 3-7 units," added BUS 115 or BUS 117 option, removed RE 155 and RE 156 from elective category, updated total units.
L. Jackie Martin

4. Program Title: Three-Dimensional Arts: Ceramics
Discipline: Art (ART)
Award Type: A.A. Degree Major
Total Units: 36
Minor change to title (punctuation), updated description, removed ART 102, ART 260 ART 266, added ART 137 or ART 138 or ART 266 options to requirements, removed ART 137, ART 147, PHOT 100, added ART 156, ART 255, ART 260 and ART 278 from electives, updated total units.
Sasha Jonestein

5. Program Title: Three-Dimensional Arts: Glass
Discipline: Art (ART)
Award Type: A.A. Degree Major
Total Units: 33.00
Minor change to title (punctuation), updated description, removed ART 104, ART 135, ART 145, ART 155, ART 260, added ART 156, ART 290 to requirements, added ART 135, ART 136, ART 260, ART 261, ART 278, removed ART 146, ART 147 and ART 150 from electives, updated total units.
Michael Hernandez B.

Program Deactivations

1. Program Title: Linux
Discipline: Computer Science and Information Technology - Computer Science (CSCI)
Award Type: Certificate of Proficiency
Total Units: 11
Reason for Deactivation: No longer required.
Anthony W. Smith

2. Program Title: Video Game Artist
Discipline: Computer Science and Information Technology - Computer Science (CSCI)
Award Type: Certificate of Proficiency
Total Units: 13 – 15
Reason for Deactivation: No longer required.
Anthony W. Smith

3. Program Title: Visual Basic
Discipline: Computer Science and Information Technology - Information Technology (CSIT)
Award Type: Certificate of Proficiency
Total Units: 10
Reason for Deactivation: No longer required.
Nicholas R. Green C.

Credit Courses - New

1. Course Number and Title: ART 156 Glass Casting I
Discipline: Art (ART)
Course Included in the following programs:
       A. Three-Dimensional Arts: Ceramics, A.A. Degree Major
       B. Three-Dimensional Arts: Glass, A.A. Degree Major
Transfer Acceptability: CSU
Justification: Develop students' understanding of the technical and creative potential of kiln formed glass.
Michael Hernandez
2. Course Number and Title: ART 278 Glass Casting II
Discipline: Art (ART)
Prerequisites: ART 156
Course Included in the following programs:
       A. Three-Dimensional Arts: Ceramics, A.A. Degree Major
       B. Three-Dimensional Arts: Glass, A.A. Degree Major
Transfer Acceptability: UC, CSU *(proposed)*
Justification: Intermediate development of technical knowledge and artistic exploration in the production of kiln formed glass sculpture.
Michael Hernandez

3. Course Number and Title: ART 290 Glassblowing/Glassforming III
Discipline: Art (ART)
Prerequisites: ART 280
Course Included in the following programs:
       A. Three-Dimensional Arts: Glass, A.A. Degree Major
Transfer Acceptability: CSU
Justification: Students will develop and improve upon glassworking skills with a focus on producing, presenting, and documenting glass art with professionalism.
Michael Hernandez

4. Course Number and Title: EME 216 Tactical Combat Casualty Care
Discipline: Emergency Medical Education (EME)
Transfer Acceptability: CSU *Standalone Course*
 Justification: Local need for police and fire personnel to be trained to this standard.
Debi Workman

5. Course Number and Title: EME 216L Tactical Combat Casualty Care Lab
Short Title: Tactical Combat Casualty Lab
Discipline: Emergency Medical Education (EME)
Transfer Acceptability: CSU
Standalone Course
Justification: Recommended training for local security, fire and police professionals.
Debi Workman

6. Course Number and Title: EME 217 Paramedic Recertification
Discipline: Emergency Medical Education (EME)
Transfer Acceptability: CSU *Standalone Course*
Justification: Satisfies the requirement for National Registry re-certification.
Debi Workman

D. **Credit Course - Change**

1. Course Number and Title: CSCI 210 Data Structures
Discipline: Computer Science and Information Technology - Computer Science (CSCI)
Prerequisites: CSCI 114
Course included in the following programs:
      A. Computer Science, A.S. Degree Major/Cert. Achievement
Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Online
Increased lecture from 3 to 3.5 hours, decreased lab hours from 3 to 1.5 and updated textbooks, changed CB09 SAM Code from "B" Advance Occupational to "E" Non-Occupational, changed CB11 from "I" Occupational to "A" Liberal Arts and Science.
Richard L. Stegman

2. Course Number and Title: GCIP 222 Painter II
Discipline: Graphic Communications - Imaging and Publishing (GCIP)
Prerequisites: GCIP 122
Transfer Acceptability: CSU
Distance Learning Offering(s): Video Two Way, Online
Standalone Course
Decreased units from 4 to 3, decreased lecture hours from 3 to 1.5, increased lab hours from 3 to 4.5, updated methods of instruction, textbook, critical thinking and methods of assessment.
Grace A. Fowler

3. Course Number and Title: GCIP 252 Digital Publishing/Illustrator II
Short Title: Digital Pub/Illustrator II
Discipline: Graphic Communications - Imaging and Publishing (GCIP)
Prerequisites: GC 101, and GCIP 152
Course Included in the following programs:
      A. Digital Publisher, Certificate of Proficiency
      B. Screen Printing, A.S. Degree Major/Cert. Achievement
Transfer Acceptability: CSU
Distance Learning Offering(s): Online
Decreased units from 4 to 3, decreased lecture hours from 3 to 1.5, increased lab hours from 3 to 4.5, updated methods of instruction, textbooks, critical thinking and methods of assessment.
Grace A. Fowler

4. Course Number and Title: GCMW 105 Web Page Layout with CMS
Discipline: Graphic Communications - Multimedia and Web (GCMW)
Course Included in the following programs:
      A. New Media Compositing, Authoring, and Distribution, A.S. Degree Major/Cert. Achievement
      B. Web Data Base Design, Certificate of Proficiency
Transfer Acceptability: CSU Distance Learning Offering(s): Computer Assisted, Video One Way, Telecourse, Online Decreased units from 4 to 3, decreased lecture hours from 3 to 1.5, increased lab hours from 3 to 4.5, updated methods of instruction, textbook, required reading, suggested reading, and critical thinking.
Grace A. Fowler

5. Course Number and Title: GCMW 140 Web Graphics Discipline: Graphic Communications - Multimedia and Web (GCMW) Course Included in the following programs:
      A. E-marketing, A.S. Degree Major/Cert. Achievement
      B. Interactive Web Multimedia and Audio, A.S. Degree Major/Cert. Achievement
      C. Internet-Graphic Communication Emphasis, A.S. Degree Major/Cert. Achievement
      D. Internet Publisher, Certificate of Achievement
      E. Web Graphics, Certificate of Achievement
Transfer Acceptability: CSU
Distance Learning Offering(s): Computer Assisted, Telecourse, Online
Decreased units from 4 to 3, decreased lecture hours from 3 to 1.5, increased lab hours from 3 to 4.5, updated methods of instruction, textbook and required reading.
Kenneth Dodson

6. Course Number and Title: GCMW 202 Web Page Layout II
Discipline: Graphic Communications - Multimedia and Web (GCMW)
Prerequisites: GCMW 102, and GCMW 140
Course Included in the following programs:
        A. E-Commerce Design, Certificate of Proficiency
        B. Interactive Web Multimedia and Audio, A.S. Degree Major/Cert. Achievement
        C. Internet-Graphic Communication Emphasis, A.S. Degree Major/Cert. Achievement
        D. New Media Compositing, Authoring, and Distribution, A.S. Degree Major/Cert. Achievement
        E. Web Data Base Design, Certificate of Proficiency
        F. Web Graphics, Certificate of Achievement
Transfer Acceptability: CSU
Distance Learning Offering(s): Online Decreased units from 4 to 3, decreased lecture hours from 3 to 1.5, increased lab hours from 3 to 4.5, updated textbooks.
Kenneth Dodson

7. Course Number and Title: GCMW 217 Online Store Design
Discipline: Graphic Communications - Multimedia and Web (GCMW)
Recommended Prep: Ability to use a WYSIWYG Web page editor, or text editor, to create a simple Web page and upload it to the Web. A course such as GCMW 102 would be appropriate and can be completed at the same time as this course. Course Included in the following programs:
        A. E-Commerce Design, Certificate of Proficiency
        B. Internet-Graphic Communication Emphasis, A.S. Degree Major/Cert. Achievement
        C. Web Data Base Design, Certificate of Proficiency
Transfer Acceptability: CSU
Distance Learning Offering(s): Online
Decreased units from 4 to 3, decreased lecture hours from 3 to 1.5, increased lab hours from 3 to 4.5, removed GCMW 102 and GCMW 202 as prerequisites, added recommended preparation "Ability to use a WYSIWYG Web page editor, or text editor, to create a simple Web page and upload it to the Web. A course such as GCMW 102 would be appropriate and can be completed at the same time as this course," updated description, objectives, content, textbook and required writing.
Kenneth Dodson

8. Course Number and Title: GCMW 220 Designing for Web Standards
Discipline: Graphic Communications - Multimedia and Web (GCMW)
Recommended Prep: GCMW 102
Course Included in the following programs:
        A. E-Commerce Design, Certificate of Proficiency
        B. Interactive Web Multimedia and Audio, A.S. Degree Major/Cert. Achievement
        C. Internet-Graphic Communication Emphasis, A.S. Degree Major/Cert. Achievement
        D. Internet Publisher, Certificate of Achievement
        E. New Media Compositing, Authoring and Distribution, A.S. Degree Major/Cert. Achievement
        F. Web Data Base Design, Certificate of Proficiency
Transfer Acceptability: CSU Distance Learning Offering(s): Online
Decreased units from 4 to 3, decreased lecture hours from 3 to 1.5, increased lab hours from 3 to 4.5, removed GCMW 202 as prerequisite, updated description, objectives, content and textbook.
Kenneth Dodson

9. Course Number and Title: GCMW 221 Best Practices for Web Design
Discipline: Graphic Communications - Multimedia and Web (GCMW)
Recommended Prep: Knowledge of basic CSS for Web page layout. Experience publishing a multipage Web site to the Web. GCMW 220 or equivalent knowledge/experience is recommended.
Course Included in the following programs:
        A. Interactive Web Multimedia and Audio, A.S. Degree Major/Cert. Achievement
        B. New Media Compositing, Authoring and Distribution, A.S. Degree Major/Cert. Achievement
Transfer Acceptability: CSU
Distance Learning Offering(s): Online
Decreased units from 4 to 3, decreased lecture hours from 3 to 1.5, increased lab hours from 3 to 4.5, removed GCMW 102 and/or GCMW 202 as prerequisites, added recommended preparation "Knowledge of basic CSS for Web page layout. Experience publishing a multi-page Web site to the Web. GCMW 220 or equivalent knowledge/experience is recommended," updated description, objectives, methods of instruction, content, textbooks, required reading and methods of assessment.
Kenneth Dodson

10. Course Number and Title: JAPN 101 Japanese I
Discipline: Japanese (JAPN)

Associate Degree General Education - C: Humanities
CSU GE Area C: Arts and Humanities - C2: Humanities
IGETC Area 3: Arts and Humanities - 3B: Humanities
IGETC Area 6: Language other than English (101 level only) - 6A: Language other than English
Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Computer Assisted, Online
Updated description, objectives, content, textbooks, required reading, suggested reading, outside assignments, required writing and methods of assessment.
Masako Ikenushi E.

Distance Learning
The following courses may be offered as distance learning and meet Title 5 Regulations 55200-55210 effective Fall 2015:

Catalog/Subject Number	Learning Offerings
CSCI 210	Online
GCIP 222	Video Two Way, Online
GCIP 252	Online
GCMW 105	Computer Assisted, Video One Way, Telecourse, Online
GCMW 140	Computer Assisted, Telecourse, Online
GCMW 202	Online
GCMW 217	Online
GCMW 220	Online
GCMW 221	Online
JAPN 101	Computer Assisted, Online

Requisites and Advisories
The establishment of the following advisories meets Title 5 Regulations 55003, effective Fall 2015.

Catalog Number	Type	Description	Proposal Type
ART 278	Prerequisite	<u>ART 156</u>	New
ART 290	Prerequisite	<u>ART 280</u>	New
CSCI 120	Prerequisite	CSCI 114	Change
GCIP 222	Prerequisite	GCIP 122	Change
GCIP 252	Prerequisite	GC 101 and GCIP 152	Change
GCMW 202	Prerequisite	GCMW 102 and GCMW 140	Change
GCMW 217	Prerequisite	~~GCMW 102 and GCMW 202~~	Change
	Recomm. Prep.	<u>Ability to use a WYSIWYG Web page editor, or text editor, to create a simple Web page and upload it to the Web. A course such as GCMW 102 would be appropriate and can be completed at the same time as this course.</u>	Change
GCMW 220	Prerequisite	~~GCMW 202~~	Change
	Recomm. Prep.	GCMW 102	Change
GCMW 221	Prerequisite	~~GCMW 102 and/or GCMW 202~~	Change
	Recomm. Prep.	<u>Knowledge of basic CSS for Web page layout. Experience publishing a multi-page Web site to the Web. GCMW 220 or equivalent knowledge/ experience is recommended.</u>	Change

RESUMPTION OF REGULAR AGENDA

A. **ACTION**
    The following corrections are effective fall 2015:

    1. **AJ 93** was approved at the January 21 Curriculum meeting with **6.5 hours** of **lecture** and **6.25 hours** of l**aboratory**. The course should have been approved with **6.5 hours** of lecture and **6 hours** of **laboratory**.

    2. The TOP Code for **GEOG 150** has been changed from **2206.10*** to **2206.00** to match its non-occupational code CB09 SAM Code.

INFORMATION

A. **Course Outline Reviews**

The following courses have completed the course outline review process between January 17, 2015 and January 30, 2015 and are effective fall 2015:

ANTH   110   Introduction to Archaeology

B. **2014-15 Curriculum Activity Summary**

Proposal Type	Current Agenda	2014-15 Cumulative
New Courses	6	29
Course Changes	10	94
Course Reactivations	0	1
Course Deactivations	0	65
Course Reviews (1/17/2015-1/30/2015)	1	24
New Programs	0	4
Program Changes	5	17
Program Deactivations	3	5
Total Activity	**25**	**239**

Details of all program and course proposals may be viewed at www.curricunet.com/palomar *Select "track" and "check status" to view programs and courses. Select the Pencil icon in order to navigate through the various pages of the proposal. Reports include "COR," "PR" or "WR," Course Outline of Record or Program Report. "CC" displays proposed changes for the course outline of record or program.*

These items will be brought back for Faculty Senate ratification on February 23, 2015.

Full-Time Faculty Hiring Process:

Senators were provided with a draft copy of the Faculty Hiring Procedures. Lengthy discussion occurred on the proposed changes in the document, and some additional amendments were recommended in the sections referring to diversity, providing hard copy applications, selection committee screening, and the role of the observer.

Kelber also shared copies of a proposal from the joint IPC/SSPC Workgroup on Hiring/Replacing Counselors and Librarians.

This item will remain on the agenda for further discussion on February 23.

Rationale Form for Full-Time Faculty Positions:

Copies of the Rationale Form for Full-time Faculty Positions – 2016-17, was distributed for discussion. Senators briefly discussed the document and Pam McDonough and Jackie Martin noted some of the minor changes being proposed. This item will be brought forward for Senate Action on February 23.

Compressed Calendar Proposal:

Senate members were provided with copies of the proposed Palomar College 2016-17 academic calendar. There was overall support among Senators for the compressed calendar, though Greg Larson noted that members of the Mathematics department had some objections due to the number of high-unit classes offered in that department, and the difficulties such classes present for scheduling. Changes are still being made to

address some of those concerns, which will affect departments that regularly teach classes of more than 3 units.

After brief discussion, Senate members expressed their support for the proposed compressed academic calendar.

ADJOURNMENT: The meeting was adjourned at 3:26 p.m.

Respectfully submitted,

Jenny Fererro, Secretary