THE FACULTY SENATE
PALOMAR COLLEGE

Minutes of the
MEETING OF THE FACULTY SENATE
November 18, 2013

APPROVED

PRESENT:	Rebecca Alvarez, Sandra Andre, Glyn Bongolan, Melinda Carrillo, Jenny Fererro, Joel Glassman, Barb Kelber, Teresa Laughlin, Greg Larson, Jackie Martin, Pam McDonough, Christina Moore, Patrick O'Brien, Lillian Payn, Travis Ritt, Susan Snow, Diane Studinka, Fari Towfiq
ABSENT:	Linda Morrow, Rocco Versaci
GUESTS:	Marty Furch
CALL TO ORDER:	The meeting was called to order by the President, Greg Larson, at 2:00 p.m. in Room SU-30.
Approval of Minutes:	
Motion 1	MSC Bongolan, McDonough: Faculty Senate approval of the minutes of November 4, 2013, as presented. The motion carried.
Public Comments:	There were no public comments.
Announcements:	Patrick O'Brien shared information on the upcoming Learner-Centered Teaching Conference hosted by the Palomar College Active Learning Leaders (ALL) and sponsored by Palomar College and the North County Higher Education Alliance (NCHEA). The event will be held at the Palomar College Student Union on Saturday, February 22, 2014, from 8:00 a.m. – 4:00 p.m. More information is available at http://www2.palomar.edu/pages/activelearning/.
Committee Appointments:	Patrick O'Brien indicated that he would be sending out an announcement for spring vacancies soon.
Motion 2	MSC O'Brien, Fererro: Faculty Senate approval of the appointment of Teresa Laughlin as Chair of the Grant Oversight Committee. The motion carried.
Curriculum:	The following Curriculum items were distributed to Senate members electronically:

Palomar College Curriculum Committee Meeting Actions
Wednesday, November 6, 2013

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 2014.

A. **Program Changes**

1) Program Title: Psychology AA-T
Discipline: Psychology (PSYC)
Award Type: AA-T Transfer Major
Total Units: 21.00
Reflected unit increase of PSYC/SOC 205 from 3 to 4, reflect removal of SOC cross-listing from PSYC 120, added PSYC 130 to List C, increased total unit value from 20 to 21 units.
Katie Townsend-Merino

B. **Program Deactivations**

1) Program Title: Business Administration
Discipline: Business Education (BUS)
Award Type: A.S. Degree Major
Total Units: 31.00
Reason for Deactivation: Deactivating because of the AT- Business degree.
Carol Bruton

2) Program Title: Cabinetmaking and Furniture Design
Discipline: Cabinet and Furniture Technology (CFT)
Award Type: A.S. Degree Major/Cert. Achievement 18 units/more
Total Units: 44.00 - 54.00
Reason for Deactivation: Program no longer relevant.
Jon K. Stone

3) Program Title: Furniture Making
Discipline: Cabinet and Furniture Technology (CFT)
Award Type: A.S. Degree Major/Cert. Achievement 18 units/more
Total Units: 32.00 - 46.00
Reason for Deactivation: Program no longer relevant.
Jon K. Stone

4) Program Title: Mac Programming
Discipline: Computer Science and Information Systems - Computer Science (CSCI)
Award Type: Certificate of Proficiency
Total Units: 15
Reason for Deactivation: No longer relevant to curriculum.
Richard L. Stegman

C. **Credit Courses – New**

1) Course Number and Title: ANTH 298 Internship in Archaeology
Discipline: Anthropology (ANTH)
Proposed for Associate of Arts Degree in Archaeology.
Standalone Course
Justification: This new course will create a vehicle for student internships in archaeology.
James D. Eighmey

2) Course Number and Title: DNCE 226 Contemporary Dance Ensemble II
Discipline: Dance (DNCE)
Course impacts the following programs:
  i. Dance - Emphasis in Euro-Western Dance, A.A. Degree Major or Certificate of Achievement
  ii. Dance - Emphasis in General Dance, A.A. Degree Major or Certificate of Achievement
Transfer Acceptability: UC, CSU *(pending)*
Justification: Part of a two sequence series for AA and certificate. This course is being reviewed to align with DNCE 225 Contemporary Dance Ensemble I.
Margaret M. Faulkner

3) Course Number and Title: DNCE 282 Classical Ballet Production II
Discipline: Dance (DNCE)
Course impacts the following programs:
  i. Dance - Emphasis in Euro-Western Dance, A.A. Degree Major or Certificate of Achievement

ii. Dance - Emphasis in General Dance, A.A. Degree Major or Certificate of Achievement
Transfer Acceptability: UC, CSU *(pending)*
Justification: Part of a two sequence series for AA and certificate. This course is being reviewed to align with DNCE 271 Classical Ballet Production I.
Margaret M. Faulkner

4) Course Number and Title: READ 49 Developing College Reading Skills
Short Title: Developing Coll Reading Skills
Discipline: Reading (READ)
Standalone Course
Justification: This course would target students reading between the 7th and 10th grade level in order to improve skills so they might successfully read materials at the college level.
Melinda D. Carrillo

D. **Credit Courses – Change**

1) Course Number and Title: AJ 131 Juvenile Justice
Discipline: Administration of Justice (AJ)
Course impacts the following programs:
     i. Administration of Justice - Law Enforcement A.S. Degree Major
     ii. Associate in Science for Transfer in Administration of Justice AS-T Transfer Major
Updated catalog description, objectives, outline, textbooks, required reading and critical thinking, SAM priority code changed to "C-Occupational."
Kevin Barrett

2) Course Number and Title: AJ 180 Criminology
Discipline: Administration of Justice (AJ)
Associate in Science for Transfer in Administration of Justice AS-T Transfer Major
Transfer Acceptability: CSU
Updated objectives, textbooks and required reading.
Kevin Barrett

3) Course Number and Title: AJ 210 Basic Crime Scene Forensic Science
Short Title: Basic Crime Scene Forensic Sci
Discipline: Administration of Justice (AJ)
Transfer Acceptability: CSU
Updated catalog description, objectives, methods of instruction, outline, required reading critical thinking and methods of assessment, changed CB05 Transfer Status to "CSU."
Kevin Barrett

4) Course Number and Title: GCIP 172 Textile Screen Printing
Discipline: Graphic Communications - Imaging and Publishing (GCIP)
Transfer Acceptability: CSU
Updated catalog description, objectives, methods of instruction, outline, suggested reading, critical thinking and methods of assessment.
Kenneth Dodson

5) Course Number and Title: GCMW 101 Multimedia I
Discipline: Graphic Communications - Multimedia and Web (GCMW)
Transfer Acceptability: CSU
Updated catalog description, objectives, methods of instruction, outline, textbooks, required reading, required writing and methods of assessment.
Mark J. Bealo

6) Course Number and Title: GCMW 165 Digital Video Design
Discipline: Graphic Communications - Multimedia and Web (GCMW)
Transfer Acceptability: CSU
Distance Learning Offering(s): Computer Assisted, Telecourse, Online
Updated catalog description, objectives, methods of instruction, outline, textbooks, outside assignments, critical thinking and methods of assessment.
Wade E. Rollins

7) Course Number and Title: PHIL 114 Asian Philosophies
Discipline: Philosophy (PHIL)
Recommended Prep: Eligibility for English 100 as determined through the English placement process.
Course impacts the following programs:

i. General Studies-Emphasis in Arts and Humanities A.A. Degree Major
ii. University Studies - Emphasis in Humanities A.A. Degree Major
iii. International Business A.S. Degree Major/Cert. Achievement

Associate Degree General Education - C: Humanities
CSU GE Area C: Arts and Humanities - C2: Humanities
IGETC Area 3: Arts and Humanities - 3B: Humanities
Transfer Acceptability: UC, CSU
Changed course number from PHIL 110 to PHIL 114, added recommended prep. "eligibility for English 100 as determined through the English placement process," updated objectives, textbooks, required reading and critical thinking.
Ryan Emerick

8) Course Number and Title: PHIL 126 Philosophy of Religion
Discipline: Philosophy (PHIL)
Recommended Prep: Eligibility for English 100 as determined through the English placement process.
Course impacts the following programs:
i. General Studies-Emphasis in Arts and Humanities A.A. Degree Major
ii. University Studies - Emphasis in Humanities A.A. Degree Major

Associate Degree General Education - C: Humanities
CSU GE Area C: Arts and Humanities - C2: Humanities
IGETC Area 3: Arts and Humanities - 3B: Humanities
Transfer Acceptability: UC, CSU
Transfer Acceptability: UC, CSU
Changed course number from PHIL 105 to PHIL 126, added recommended prep. "eligibility for English 100 as determined through the English placement process," updated course description, objectives, outline, textbooks, and required reading.
Ryan Emerick

9) Course Number and Title: PHIL 140 History of Ancient Philosophy
Discipline: Philosophy (PHIL)
Recommended Prep: Eligibility for English 100 as determined through the English placement process.
Course impacts the following programs:
i. General Studies-Emphasis in Arts and Humanities A.A. Degree Major
ii. University Studies - Emphasis in Humanities A.A. Degree Major

Associate Degree General Education - C: Humanities
CSU GE Area C: Arts and Humanities - C2: Humanities
IGETC Area 3: Arts and Humanities - 3B: Humanities
Transfer Acceptability: UC, CSU
Changed course number from PHIL 135 to PHIL 140, updated title, added recommended prep. "eligibility for English 100 as determined through the English placement process,"updated catalog description, objectives, methods of instruction, outline, textbooks, required reading, suggested reading, critical thinking and methods of assessment.
Ryan Emerick

10) Course Number and Title: PHIL 141 History of Modern Philosophy
Discipline: Philosophy (PHIL)
Recommended Prep: Eligibility for English 100 as determined through the English placement process.
Course impacts the following programs:
i. University Studies-Emphasis in Humanities, A.A. Degree Major

Associate Degree General Education - C: Humanities
CSU GE Area C: Arts and Humanities - C2: Humanities
IGETC Area 3: Arts and Humanities - 3B: Humanities
Transfer Acceptability: UC, CSU
Changed course number from PHIL 136 to PHIL 141, updated title, added recommended prep. Of "eligibility for English 100 as determined through the English placement process," updated catalog description, objectives, methods of instruction, outline, textbooks, required reading, suggested reading, outside assignments, critical thinking, required writing and methods of assessment.
Ryan Emerick

11) Course Number and Title: PHIL 142 Contemporary Philosophical Movements
Short Title: Contemporary Phil Movements
Discipline: Philosophy (PHIL)
Recommended Prep: Eligibility for English 100 as determined through the English placement process.
Associate Degree General Education - C: Humanities
CSU GE Area C: Arts and Humanities - C2: Humanities
IGETC Area 3: Arts and Humanities - 3B: Humanities

Transfer Acceptability: UC, CSU
Proposed for Philosophy AA-T degree.
Standalone Course
Changed course number from PHIL 130 to PHIL 142, added recommended prep. of "eligibility for English 100 as determined through the English placement process," updated methods of instruction, textbooks, required reading, and suggested reading.
Ryan Emerick

12) Course Number and Title: PHOT 209 Photographic Portfolio
Discipline: Photography (PHOT)
Prerequisites: PHOT 105, or PHOT 130
Transfer Acceptability: CSU
Changed PHOT 155 prerequisite to PHOT 130, updated methods of instruction, textbooks, suggested reading, and methods of assessment, removed repeatability.
Donna Cosentino

13) Course Number and Title: PHYS 230 Principles of Physics
Discipline: Physics (PHYS)
Recommended Prep: PHYS 130
Course impacts the following programs:
    i. Associate in Science in Geology for Transfer, AS-T Transfer Major
Associate Degree General Education - B: Natural Sciences
CSU GE Area B: Scientific Inquiry and Quantitative Reasoning - B1: Physical Science
CSU GE Area B: Scientific Inquiry and Quantitative Reasoning - B3: Laboratory Activity
IGETC Area 5: Physical and Biological Sciences - 5A: Physical Science
Transfer Acceptability: UC, CSU
Changed PHYS 120 recommended prep to PHYS 130, updated catalog description, objectives, content outline, textbooks, assignments, and methods of assessment.
Takashi Nakajima

14) Course Number and Title: PHYS 231 Principles of Physics
Discipline: Physics (PHYS)
Prerequisites: PHYS 230,
IGETC Area 5: Physical and Biological Sciences - 5A: Physical Science
Transfer Acceptability: UC, CSU
Removed PHYS 121 as recommended prep, updated catalog description, methods of instruction, content outline, and textbooks.
Takashi Nakajima

15) Course Number and Title: PSYC 130 Psychology of Women
Discipline: Psychology (PSYC)
Course Included in the following programs:
Associate Degree General Education - D: Social and Behavioral Sciences
CSU GE Area D: Social Sciences - D4: Gender Studies
CSU GE Area D: Social Sciences - D9: Psychology
IGETC Area 4: Social and Behavioral Sciences - 4D: Gender Studies
IGETC Area 4: Social and Behavioral Sciences - 4I: Psychology
Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Online
Updated catalog description, objectives, methods of instruction, outline, textbooks, required reading, suggested reading, outside assignments, critical thinking, required writing, and methods of assessment, added online distance learning.
Netta Schroer

16) Course Number and Title: SPAN 101 Spanish I
Discipline: Spanish (SPAN)
Course impacts the following programs:
    i. Associate in Arts in Spanish for Transfer, AA-T Transfer Major
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, Telecourse, Online
Updated catalog description, objectives, outline, textbooks, critical thinking and methods of assessment.
Kathleen M. Sheahan

17) Course Number and Title: SPAN 102 Spanish II
Discipline: Spanish (SPAN)
Prerequisites: SPAN 101, or SPAN 101B, or two years of high school Spanish
Course impacts the following programs:
   i. Associate in Arts in Spanish for Transfer, AA-T Transfer Major
Associate Degree General Education - C: Humanities
CSU GE Area C: Arts and Humanities - C2: Humanities
IGETC Area 3: Arts and Humanities - 3B: Humanities
Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Computer Assisted, Telecourse, Online
Updated catalog description, objectives, outline, textbooks, required reading, suggested reading, outside assignments, critical thinking and methods of assessment.
Kathleen M. Sheahan

18) Course Number and Title: SPAN 201 Spanish III
Discipline: Spanish (SPAN)
Prerequisites: SPAN 102, or SPAN 102B, or three years of high school Spanish
Course impacts the following programs:
   i. Associate in Arts in Spanish for Transfer, AA-T Transfer Major
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, Video Two Way, Video One Way, Telecourse, Online
Updated catalog description, objectives, outline, textbooks, required reading, suggested reading, outside assignments, critical thinking and methods of assessment.
Kathleen M. Sheahan

E. **Credit Courses – Deactivations**

1) Course Number and Title: ART 225 Acrylic Painting I
Discipline: Art (ART)
Course impacts to the following programs:
   i. Pictorial Arts-Painting A.A. Degree Major
   ii. Pictorial Arts-Printmaking A.A. Degree Major
   iii. Illustration A.S. Degree Major
   iv. University Studies - Emphasis in Fine and Performing Arts A.A. Degree Major
Transfer Acceptability: UC, CSU
Reason for Deactivation: Course content included in ART 220.
Lily Glass

2) Course Number and Title: ART 226 Acrylic Painting II
Discipline: Art (ART)
Prerequisites: ART 225
Course impacts to the following programs:
   i. Pictorial Arts-Painting A.A. Degree Major
   ii. Pictorial Arts-Printmaking A.A. Degree Major
   iii. University Studies - Emphasis in Fine and Performing Arts A.A. Degree Major
Transfer Acceptability: UC, CSU
Reason for Deactivation: Course content included in ART 221.
Lily Glass

3) Course Number and Title: ART 230 Airbrush Painting I
Discipline: Art (ART)
Course impacts to the following programs:
   i. Pictorial Arts-Painting A.A. Degree Major
   ii. Pictorial Arts-Printmaking A.A. Degree Major
Transfer Acceptability: CSU
Reason for Deactivation: Course objectives now addressed digitally.
Lily Glass

4) Course Number and Title: ART 231 Airbrush Painting II
Discipline: Art (ART)

Prerequisites: ART 230
Course impacts to the following programs:
      i. Pictorial Arts-Painting A.A. Degree Major
      ii. Pictorial Arts-Printmaking A.A. Degree Major
Transfer Acceptability: CSU
Reason for Deactivation: Course objectives now addressed digitally.
Lily Glass

5) Course Number and Title: ARTD 250 New Media Studio
Discipline: Art-Design (ARTD)
Prerequisites: Enrollment based on portfolio review with list of criteria
Course impacts to the following programs:
      i. Graphic Design A.S. Degree Major
      ii. Illustration A.S. Degree Major
Transfer Acceptability: CSU
Reason for Deactivation: No longer relevant to updated degree program.
Jay T. Schultz

6) Course Number and Title: ARTI 200 Rendering
Discipline: Art-Illustration (ARTI)
Prerequisites: ARTI 100
Course impacts to the following programs:
      i. Pictorial Arts-Painting A.A. Degree Major
      ii. Illustration A.S. Degree Major
Transfer Acceptability: CSU
Reason for Deactivation: Course content replaced by ART 210.
Lily Glass

7) Course Number and Title: CSCI 132 Linux Shell Scripting
Discipline: Computer Science and Information Systems - Computer Science (CSCI)
Prerequisites: CSCI 130
Course impacts to the following programs:
      i. Computer Science A.S. Degree Major/Cert. Achievement
      ii. Linux Certificate of Proficiency
      iii. CSNT Computer Network Administration with Emphasis: Linux Management A.S. Degree
      Major/Cert. Achievement
      iv. CSWB Web Server Administrator with Emphasis in Linux Certificate of Proficiency
Transfer Acceptability: CSU
Distance Learning Offering(s): Computer Assisted, Online
Reason for Deactivation: No longer relevant.
Richard L. Stegman

8) Course Number and Title: OIS 197 Office Information Systems Topics
Short Title: Office Info Systems Topics
Discipline: Office Information Systems (OIS)
Transfer Acceptability: CSU
Reason for Deactivation: No longer needed through the OIS transition effective 2014.
Judith L. Dolan

F. **Distance Learning**
The following courses may be offered as distance learning and meet Title 5 Regulations 55200-55210, effective Fall 2014.

Catalog/Subject Number	Learning Offerings
AJ 131	~~Computer Assisted Instruction, Telecourse, Online~~
GCMW 165	<u>Computer Assisted</u>, Telecourse, Online
PSYC 130	Online
SPAN 101	Computer Assisted, Telecourse, Online
SPAN 102	Computer Assisted, Telecourse, Online
SPAN 201	Computer Assisted, Video Two Way, Video One Way, Telecourse, Online

G. **Requisites and Advisories**
The establishment of the following advisories meets Title 5 Regulations 55003, effective Fall 2014.

Catalog Number	Type	Description	Proposal Type
PHIL 114	Recmd. Prep	Eligibility for English 100 as determined through the English placement process.	Change
PHIL 126	Recmd. Prep	Eligibility for English 100 as determined through the English placement process.	Change
PHIL 140	Recmd. Prep	Eligibility for English 100 as determined through the English placement process.	Change
PHIL 141	Recmd.	Prep Eligibility for English 100 as determined through the English placement process.	Change
PHIL 142	Recmd. Prep	Eligibility for English 100 as determined through the English placement process.	Change
PHOT 209	Prerequisite	PHOT 105 or ~~PHOT 155~~ <u>PHOT 130</u>	Change
PHYS 230	Recom. Prep	PHYS 130	Change
PHYS 231	Prerequisite	PHYS 230	Change
SPAN 102	Prerequisite	SPAN 101 or SPAN 101B or two years HS Spanish	Change
SPAN 201	Prerequisite	SPAN 102 or SPAN 102B or three years HS Spanish	Change

VII. **COURSE OUTLINE REVIEWS - INFORMATION**
The following courses have completed the course outline review process between October 11, 2013 and November 1, 2013 and are effective Fall 2014.

ACCT	107	Taxation of Business
ACCT	115	Sales Tax, Payroll Taxes, and Employee Benefits
EME	206L	Introduction to Paramedic Training (Laboratory)
EME	207	Paramedic Medical training (Lecture)
EME	207L	Paramedic Medical Skills (Laboratory)
EME	210	Hospital Clinical Experience
GC	100	Graphic Communications
GC	101	History of Graphic Communications
RS	101	World Religions
RS	108	History of Christianity

IX. **2013-2014 Curriculum Activity Summary**

Proposal Type	Current Agenda	2013-2014 Cumulative
New Courses	4	5
Course Changes	18	21
Course Reactivations	0	0
Course Deactivations	8	9
Course Reviews (10/12/2013 – 11/1/2013)	10	23
New Programs	0	0
Program Changes	1	2
Program Deactivations	4	5
Total Activity	**45**	**65**

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.

Workforce & Community
Development Advisory
Group Proposal:

Copies of the following Workforce and Community Development Advisory Group Proposal for WCD Instructor Model were distributed:

Workforce and Community Development Advisory Group

Proposal for WCD Instructor Model
Senate November 18, 2013

This model is for any full-time or part-time faculty member as well as for any outside person who will teach contract education or fee based classes. The district is not actively seeking or marketing for these classes but will support department and community needs as they arise.

General Information-

1. All contract or fee based classes must be approved by the Governing Board prior to the start of the course.
2. These courses must be self-sustaining. The use of consumable materials or supplies, the purchase of food or refreshments, or the use of staff paid for by the general fund or Perkins is prohibited.
3. If the class is taught at one of the district owned facilities, the WCD class will not conflict with any credit or non-credit courses. All credit and non-credit classes take priority. WCD classes must be scheduled at a time when the district owned facility/classroom is not in use. The facility/classroom selection must be approved prior to the start by the administrator overseeing WCD.

Salaries-

1. Current full-time faculty will be paid their current hourly rate from the Overload Salary Schedule.
2. Current part-timer faculty will be paid their current hourly rate from the Part-Time Faculty Salary Schedule.
3. Due to varying levels of expertise, education, and experience, retired or past part-time faculty members and community members will be paid an hourly rate from the current Part-Time Faculty Salary Schedule to be determined by WDC administration. The hourly rate will not exceed the highest level on the Part-Time Faculty Schedule.
4. "Current" hourly rate for all of the salaries above is taken from the appropriate salary schedule and figured at the time the class is taught.

Prep Time Guidelines-

All instructors will receive 25% of the hours for the class as paid prep time at their current hourly rate. For example when teaching an 8 hour class, instructors will earn 2 paid prep time hours.

Materials Fees-

Any materials fees required for the class will be charged to the student or organization. The instructor will determine the cost of the materials for the class. The instructor will turn in written justification of the materials fees on a per student basis to WCD at the time the class is arranged. The materials fee will be advertised as such in addition to the enrollment fees. WCD will collect all materials fees at the time of enrollment. The instructor will turn in all receipt and documentation for use of materials fees to WCD for reimbursement at the conclusion of the class or when materials have been distributed to the students, whichever comes first.

Marketing-

At this point in time, all marketing will be arranged by the instructor. The instructor must obtain prior approval for all marketing and advertising materials (handouts, flyers, brochures, pamphlets…) from the administrator overseeing WCD. The administrator will ensure there is truth in advertising and the   information is accurate and in accordance with the college guidelines. Marketing for the class will not take place until all materials are

approved. WCD will support any marketing effort, but will not be responsible for the marketing of the class. WCD will create a Workforce Class Offering website. Any classes offered will be posted on this site by WCD staff.

Evaluations-

Any full-time or part-time faculty who teach contract education or fee based classes will not be evaluated through TERB for those classes. Contract and/or fee based classes are not part of any faculty member's TERB evaluation process.

Motion 3	MSC Andre, Ferrero: Faculty Senate approval of the Workforce and Community Development Advisory Group Proposal for WCD Instructor Model. The motion carried.
Fall 2013 Academic Senate Plenary:	Greg Larson provided a report on his recent attendance at the Statewide Academic Senate's Fall Session. He stated that 12 resolutions were brought forward related to Accreditation, although not all were adopted. He noted one resolution where the Statewide Academic Senate called on ACCJC to extend City College of San Francisco's deadline one year. The resolutions will be available for review at the Statewide Academic Senate's website: http://www.asccc.org/fall2013/resolutions.

Student Success
Task Force
Recommendations:

Greg Larson reported that he met with Berta Cuaron earlier in the day, and they discussed the possibility of forming an oversight group/task force to address the Student Success Task Force Recommendations. He noted the proposed membership for this task force, and Senators discussed its overlap with the Faculty Advisory Board on Student Success Task Force Recommendations created by the Faculty Senate in May 2012. Discussion followed on the need to once again attempt to fill the vacancies on this committee and move forward rather than create a new group. The proposed membership is as follows:

Chair: Two Faculty Senators: Co-Chairs
Members: One faculty representative from each of the following:
    Basic Skills Committee
    Curriculum Committee
    Learning Outcomes Council
    Student Services Planning Council
Other Members: Vice President of Instruction
Invite as needed: Faculty at large
    Representation of constituencies such as Matriculation, Articulation, Counseling, Student Services, Financial Services, Research and Planning.

Lengthy discussion followed on the duties and responsibilities of the board, including the possibility of seeking release time if appropriate.

Motion 4	MSC Laughlin, Towfiq: To move Information Item B, Student Success Task Force Recommendations, to Action. The motion carried.
Motion 5	MSC Laughlin, Towfiq: Faculty Senate approval of the following committee appointments:

Faculty Advisory Board on Student Success Task Force Recommendations
Glyn Bongolan, Co-Chair

Greg Larson, Co-Chair
Patrick O'Brien, Alternate

The motion carried.

Accreditation: Greg Larson reported that various Accreditation writing teams are receiving feedback.

Barb Kelber added that all of the first drafts are in for the Human Resources Standard, and feedback is being received. Results of the recent survey are not in yet. The proposed new standards for Accreditation will not affect us throughout this process as they will not be up for consideration until 2015-16.

Policies & Procedures: Copies of BP 7211 Faculty Service Areas and Competencies were provided. Greg Larson provided an overview of information included in the policy, stating he felt it might be helpful to include more information about specific types of hires, particularly those who meet only minimum qualifications in the discipline for which they were hired. Faculty members need to be made aware that while they meet the FSA for the discipline for which they are hired to teach, if they qualify for an additional Faculty Service Area (FSA), they need to apply for it. Discussion followed on minimum qualifications and FSAs.

Larson stated that members of Policies & Procedures are also discussing AP 7120, Recruitment & Hiring. Members of the Policies & Procedures task force are still working on language relating to how final hiring decisions are made. There is also work being done on language to codify the process by which departments have traditionally made position requests and by which faculty hiring priorities are determined through procedures in the Instructional Planning Council.

Barb Kelber referred to recent campus-wide correspondence from President Deegan on the district's response to an action taken by the ASG to censure a faculty member. She noted that the recent review of the Students Rights & Grievances Policy is not related to that action. The review is focused on an update of the chart indicating paths for informal resolution of students' complaints, and the current procedure will have to be revised. Kelber added that the review/revision is motivated primarily by the requirements of accreditation standards. Colleges must make student complaint and grievance policies/procedures readily available to students from the college home page. In addition, colleges must track students' complaints.

One Senator also noted that President Deegan seemed to misrepresent the Faculty Senate in the suggestion that the work being done is being done in response to the ASG's action.

Learning Outcomes
Council: Marty Furch provided the following report of the Learning Outcomes Council (LOC):
• Members of the Learning Outcomes Council will meet this week and are expected to approve the GE/ILO Assessment Report from last spring.
• The LOC is assessing GE outcomes for spring 2014
    Writing
    Quantitative Reasoning
    The rubric for Quantitative Reasoning is going forward. The rubric for Writing is being discussed due its focus on essay writing. There are faculty members in some programs who think that particular rubric may not work well to assess the kind of writing required in their courses.

LOC will form a sub-group to look at that rubric again and make recommendations.

- The SLO Coordinators have been participating in the PRP training in relation to Step 2, which involves SLOAC data.

Instructional Planning Council:

Linda Morrow provided the following written report of the Instructional Planning Council:

The Faculty Hiring Subcommittee met on November 13 to review a timeline, process, and rationale form for the 2015-16 hiring.

Palomar Faculty Federation:

Teresa Laughlin reported that members of the eBoard met on Thursday, November 14, and approved the Academic Calendar.

Student Services Planning Council:

Diane Studinka indicated that members of the Student Services Planning Council are reviewing PRPs. All departments under the Student Services Planning Council's umbrella are reporting, so the group heard from the Police department, Department of Student Affairs, and the Transfer Center.

Vice President Gonzalez also presented a report on the Staffing Plan. Over the past several years hiring has been occurring out of order of the positions as they were ranked. Gonzales has assured the group that the procedure of using the current ranking system will be adhered to in the future, or if there are any proposed changes they will first be brought to the Student Services Planning Council.

President Deegan:

Greg Larson stated that he and Jackie Martin attended their bi-monthly meeting with President Deegan last week. Several community college presidents have been solicited by ACCJC to write letters of support for the organization. Palomar College has declined to participate.

Academic Technology Committee:

Lillian Payn provided the following written report of the Academic Technology Committee:

<center>ATC REPORT TO Senate
Nov 18, 2013</center>

1.	ATC will hold the 2nd Annual "Best of the Best" Online Teaching Site Award again. We shall be accepting submissions Jan. 21 – April 1, 2014. Announcements will be released soon, as we are finalizing revisions from last year's contest.

2.	Blackboard news:
  a.	The Blackboard Contract for Managed hosting was removed from the BOG calendar, and we are continuing discussing Blackboard issues.
  b.	I am working with VP Cuaron and Dean Kahn regarding the faculty issues and planned announcements.
  c.	Note that our research has indicated that the colleges and universities using managed hosting are satisfied due to 24/7 service, powerful servers, and less downtime for maintenance since they have run continuous shifts around the clock, which we can't do.

3.	Blackboard statistics, October 2013
  Student Headcount: 26856
  Total Enrollments: 74339

Active Student Accounts: 17442
Active Student Rate: 64.9%
Courses Available: 1440
Total Courses: 2497
Adoption Rate: 57.7%

Average Course Enrollment: 29.8 students
Visits: 357,316
Unique Visitors: 89,546
Pageviews: 5,648,026
Avg. Time on Site: 00:09:25

4.   SDICCCA meeting: noteworthy comments
    a.   Foothills deAnza won the bid for the $16.9 mil. grant to establish the CaVirtual Campus. (out of 16 letters of interest with 6 applications submitted).
    b.   MOOC mania is dying down… new buzz word: "competency"

ADJOURNMENT: The meeting was adjourned at 3:30 p.m.

                      Respectfully submitted,

                      Pam McDonough, Secretary