THE FACULTY SENATE
PALOMAR COLLEGE

Minutes of the
MEETING OF THE FACULTY SENATE
December 8, 2014

APPROVED

PRESENT:	Richard Albistegui-Dubois, Sandra Andre, Melinda Carrillo, April Cunningham, Jenny Fererro, Marty Furch, Joel Glassman, Barb Kelber, Greg Larson, Teresa Laughlin, Lawrence Lawson, Shannon Lienhart, Jackie Martin, Pam McDonough, Christina Moore, Patrick O'Brien, Lillian Payn, Travis Ritt, Diane Studinka, Fari Towfiq, Rocco Versaci
ABSENT:	
GUESTS:	Mark DiMaggio, Kelly Falcone, Derrick Johnson
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 Laughlin, Lienhart: Faculty Senate approval of the minutes of December 1, 2014, as amended. The motion carried.
Public Comments:	There were no public comments.
Announcements:	After some discussion, there was agreement that the Senate should meet on Monday, December 15 to discuss a possible transition plan due to the upcoming retirement of not only the Superintendent/President, but also two deans, and presumed retirements of two Vice Presidents, the Articulation Officer, Evaluations office staff, Academic Department Assistants, and other key staff. Recommendations made by the Senate will then be presented to the Governing Board.
	One Senator noted that she recently applied for a full-time position and encountered several challenges during the online application process. She asked the Senate to revisit the issue in the fall semester.
Agenda Changes:	Greg Larson indicated that changes may be made to the order of Agenda items due to guests being present.
Faculty Senate Support for Emergency Disaster Training:	Chief of Police Mark DiMaggio and Supervisor of Environmental Health Derrick Johnson shared the district's plans for disaster training. Johnson indicated that in November a consultant was hired to assist in the process of creating emergency plans for the main campus and the Escondido campus. Those plans will be presented to the Governing Board in February. He added that in 2014 several opportunities were made available for Emergency Response Training, including National Incident Management

System Training, and CPR/First Aid/AED training at several Professional Development workshops.

Faculty and staff are encouraged to familiarize themselves with the college's emergency procedures (refer to the multi-colored flip charts in classrooms), as well as to visit the Facilities website for more detailed information:
http://www.palomar.edu/facilities/LeftNav/EHS/Emergency/Faculty.html
Those on campus should be prepared to deal with minor incidents that may occur in classrooms, and know where evacuation sites are and the safest routes to safety. Faculty are also encouraged to educate students and/or employees about the emergency procedures and evacuation procedures for the specific building or area that they are in.

Chief DiMaggio also encouraged everyone to watch the Run, Hide, Fight video on U-Tube: www.youtube.com/watch?v=5VcSwejU2D0.

A lengthy question and answer period followed, and DiMaggio and Johnson shared information on how the district is taking steps to make improvements campus-wide, including the installation of several blue emergency phones in several areas, and initiating the process to install locks on every classroom door. Kelly Falcone indicated that she is currently looking into the training being held at the break-out sessions of plenary, and faculty will be notified when all of the information is available.

Senators expressed support for the bulk of plenary to be used for training, and also requested better and more efficient dissemination of emergency information, not just optional PD trainings.

Motion 2   MSC Andre, Laughlin: The Faculty Senate supports the use of the Fall Faculty Plenary Sessions for Emergency Disaster Training for full and part-time faculty members. The motion carried.

Motion 3   MSC Fererro, Albistegui-Dubois: The Faculty Senate supports the district implementing regularly scheduled emergency drills added to the college's academic calendar. The motion carried.

Splitting Committee
Positions Between
Two People: At last week's Senate meeting, there was discussion on whether committee positions could or should be split between two faculty members. Senate members discussed the potential benefits, such as more committee vacancies being filled when duties can be shared, as well as the potential challenges, such as logistical concerns involving service points and voting rights. There was agreement that service points could be split, or shared, and only one vote would be allowed per position. It was also noted that committee meetings are open meetings, so there is no limit on the number of individuals who can speak on an issue. After some discussion, Senators agreed that the Faculty Senate will consider requests for shared committee appointments on a case-by-case basis to maintain sufficient faculty representation. It would be appropriate, for example, when committee membership structures require faculty appointments from a specific department, or area, to allow or provide that two-faculty representation rather than appointing an at-large faculty member to fill that position.

Committee
Appointments:

Motion 4   MSC O'Brien, Lawson: Faculty Senate approval of the following committee appointments:

Academic Technology Committee
(14-16) Arts, Business, Media, and Computer Science
Ron Burgher (FT)/Computer Science and Information Systems

Equal Employment Opportunity Advisory Committee
(14-16) Part-time Faculty Member
Elizabeth Lohr (PT)/ESL

Student Success and Equity Council
(14-16) faculty member from ESL Department as appointed by the Faculty Senate
Larry Lawson/Gary Sosa/ESL

(14-16) faculty member from English Department as appointed by the Faculty Senate
Susan Zolliker (FT)/English

The motion carried.

Curriculum: Electronic copies of the Curriculum Committee Actions were provided last week.

Motion 5   MSC Versaci, Andre: Faculty Senate ratification of the Palomar College Curriculum Committee Actions dated November 19, 2014. The motion carried.

Senate members were also provided with electronic copies of the Curriculum Committee Actions dated December 3, 2014:

Palomar College Curriculum Actions
Wednesday, December 3, 2014

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. **New Programs**

1. Program Title: Basic Music Skills
Discipline: Music (MUS)
Award Type: Certificate of Proficiency
Total Units: 15.5 - 16.5
43% Distance Ed available
Justification: The primary purpose of this certificate is to provide basic music skills and music fluency. The knowledge gained may be particularly valuable to pre-school or elementary school teachers, music therapists, recreational therapists, multimedia specialists, video game designers, or other creative artists who use music to complement their primary art form.
Madelyn R. Byrne

B. **Credit Courses – New**

1. Course Number and Title: GCIP 150 3D Product Development and Marketing
Short Title: 3D Product Develop & Marketing
Discipline: Graphic Communications - Imaging and Publishing (GCIP)
Course Included in the following programs:
      A. Product Design, Packaging and Marketing, A.S. Degree Major/Cert. Achievement *(pending)*
Transfer Acceptability: CSU *(pending)*
Standalone Course
Justification: 3D print exploration, design to production, establishes necessary skills. For graphic design students to remain relevant for the workforce, they need 3D product development & marketing instruction.
Mark Bealo

2. Course Number and Title: GCMW 150 User Experience (UX) Design
Discipline: Graphic Communications - Multimedia and Web (GCMW)
Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Online
Proposed for inclusion in Internet w/ Emphasis in Graphic Communications AS/CA and Social Web Development CA
Standalone Course
Justification: Required job skill.
Lillian S. Payn

C. **Credit Courses – Changes**

1. Course Number and Title: ASTR 100 Principles of Astronomy
Discipline: Astronomy (ASTR)
Associate Degree General Education - B: Natural Sciences
CSU GE Area B: Scientific Inquiry and Quantitative Reasoning - B1: Physical Science
IGETC Area 5: Physical and Biological Sciences - 5A: Physical Science
Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Computer Assisted, Telecourse, Online
Updated description, objectives, methods of instruction, textbook, required writing and methods of assessment, added television, online and computer assisted instruction distance learning.
Mark R. Lane

2. Course Number and Title: BIOL 100 General Biology
Discipline: Biology (BIOL)
Course Included in the following programs:
      A. Kinesiology, AA-T Transfer Major
CSU GE Area B: Scientific Inquiry and Quantitative Reasoning - B2: Life Science
CSU GE Area B: Scientific Inquiry and Quantitative Reasoning - B3: Laboratory Activity
IGETC Area 5: Physical and Biological Sciences - 5B: Biological Science
IGETC Area 5: Physical and Biological Sciences - 5C: Laboratory Activity
Transfer Acceptability: UC, CSU
Updated objectives and textbooks.
Elizabeth A. Pearson

3. Course Number and Title: CI 90 Mechanical Codes
Discipline: Construction Inspection (CI)
Course Included in the following programs:
A. Construction Inspection, A.S. Degree/Cert. of Achievement
Distance Learning Offering(s): Online
Increased unit value from 2.5 to 3, increased lecture hours from 2.5 to 3, updated description, objectives, outline, textbooks, required reading, suggested reading, critical thinking, required writing and methods of assessment, added online distance learning.
Mollie R. Smith

4. Course Number and Title: CINE 100 Art of the Cinema
Discipline: Cinema (CINE)
Associate Degree General Education - C: Humanities
CSU GE Area C: Arts and Humanities - C1: Arts
IGETC Area 3: Arts and Humanities - 3A: Arts
Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Online
Updated description, outline, textbook, required reading and suggested reading.
Lisa Cecere

5. Course Number and Title: GCIP 122 Painter I
Discipline: Graphic Communications - Imaging and Publishing (GCIP)
Course Included in the following programs:
      A. Digital Arts, A.S. Degree Major/Cert. Achievement
      B. Digital Imaging, A.S. Degree Major/Cert. Achievement
Transfer Acceptability: CSU
Distance Learning Offering(s): Online
Decreased unit value from 4 to 3, decreased lecture hours from 3 to 1.5, increased hours from 3 to 4.5, updated methods of instruction, textbooks, critical thinking, required writing, and methods of assessment.
Grace A. Fowler

6. Course Number and Title: GCIP 140 Digital Imaging/Photoshop I
Discipline: Graphic Communications - Imaging and Publishing (GCIP)
Course Included in the following programs:
      A. Digital Arts, A.S. Degree Major/Cert. Achievement
      B. Digital Arts, Cert. Proficiency
      C. Digital Publishing, Cert. Achievement
      D. Digital Imaging, A.S. Degree Major/Cert. Achievement
      E. Digital Publisher, Certificate of Proficiency
      F. Digital Video, A.S. Degree Major/Cert. Achievement
      G. Drafting Technology-Multimedia, A.S. Degree Major/Cert. Achievement
      H. E-Marketing, A.S. Degree Major/Cert. Achievement
      I. Electronic Publishing, Cert. Achievement
      J. Electronic Publisher, Cert. Proficiency
      K. Interactive Media Design-3D Modeling and Animation, A.S. Degree Major/Cert. Achievement
      L. Interactive Media Design-Multimedia Design, A.S. Degree Major/Cert. Achievement
      M. Interactive Web Multimedia and Audio, A.S. Degree Major/Cert. Achievement
      N. New Media Compositing, Authoring and Distribution, A.S. Degree Major/Cert. Achievement
      O. Product Design, Packaging and Marketing, A.S. Degree Major/Cert. Achievement
      P. Screen Printing, A.S. Degree Major/Cert. Achievement
      Q. University Studies-Fine and Performing Arts, A.A. Degree Major
Transfer Acceptability: UC, CSU
Distance Learning Offering(s): Online
Decreased unit value from 4 to 3, decreased lecture hours from 3 to 1.5, increased hours from 3 to 4.5, updated textbooks, critical thinking, and required writing.
Grace A. Fowler

7. Course Number and Title: GCIP 152 Digital Publishing/Illustrator I
Short Title: Digital Pub/Illustrator I
Discipline: Graphic Communications - Imaging and Publishing (GCIP)
Course Included in the following programs:
      A. Digital Publisher, Certificate of Proficiency
      B. Digital Publishing, Cert. Achievement
      C. Digital Video, A.S. Degree Major/Cert. Achievement
      D. Electronic Publishing, Cert. Proficiency
      E. Graphic Communications: Emphasis in Digital Distribution, A.S. Degree Major/Cert. Achievement
      F. Graphic Communications: Emphasis in Management, A.S. Degree Major/Cert. Achievement
      G. Graphic Communications: Emphasis in Production, A.S. Degree Major/Cert. Achievement
      H. Interactive Media Design-Multimedia Design, A.S. Degree Major/Cert. Achievement
      I. New Media Compositing, Authoring and Distribution, A.S. Degree Major/Cert. Achievement
      J. Product Design, Packaging and Marketing, A.S. Degree Major/Cert. Achievement
      K. Screen Printing, A.S. Degree Major/Cert. Achievement
Transfer Acceptability: CSU
Distance Learning Offering(s): Computer Assisted, Telecourse, Online
Decreased unit value from 4 to 3, decreased lecture hours from 3 to 1.5, increased hours from 3 to 4.5, updated methods of instruction, textbooks, required reading, and methods of assessment, changed XB09 from 'X' to 'N'.
Grace A. Fowler

8. Course Number and Title: GCIP 240 Digital Imaging/Photoshop III
Discipline: Graphic Communications - Imaging and Publishing (GCIP)
Prerequisites: GCIP 140 or GCIP 141
Course Included in the following programs:
      A. Digital Arts, A.S. Degree Major/Cert. Achievement

B. Digital Arts, Cert. of Proficiency

C. Digital Video, A.S. Degree Major/Cert. Achievement

D. Digital Imaging, A.S. Degree Major/Cert. Achievement

E. E-Marketing, A.S. Degree Major/Cert. Achievement

F. Interactive Media Design-3D Modeling and Animation, A.S. Degree Major/Cert. Achievement

G. Interactive Media Design-Multimedia Design, A.S. Degree Major/Cert. Achievement

H. Interactive Web Multimedia and Audio, A.S. Degree Major/Cert. Achievement

I. New Media Compositing, Authoring and Distribution, A.S. Degree Major/Cert. Achievement

J. Screen Printing, A.S. Degree Major/Cert. Achievement

Transfer Acceptability: CSU

Distance Learning Offering(s): Computer Assisted, Telecourse, Online

Decreased unit value from 4 to 3, decreased lecture hours from 3 to 1.5, increased hours from 3 to 4.5, changed GCIP 140 and GCIP 141 from required to options (GCIP 140 or GCIP 141), updated critical thinking.

Mark J. Bealo

9. Course Number and Title: GCMW 106 Multimedia for Social Networking

Short Title: Multimedia/Social Networking

Discipline: Graphic Communications - Multimedia and Web (GCMW)

Course Included in the following programs:

A. E-Marketing, A.S. Degree Major/Cert. Achievement

B. Internet Publisher, Cert. Achievement

C. Social Web Development, Cert. Achievement

D. Web Graphics, Cert. Achievement

E. Web Motion Graphics, Cert. Achievement

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Decreased unit value from 4 to 3, decreased lecture hours from 3 to 1.5, increased hours from 3 to 4.5, updated methods of instruction, textbooks and critical thinking.

Lillian S. Payn

10. Course Number and Title: GCMW 203 Web Multimedia

Discipline: Graphic Communications - Multimedia and Web (GCMW)

Prerequisites: GCMW 102

Recommended Prep: GCIP 140

Course Included in the following programs:

A. Digital Imaging, A.S. Degree Major/Cert. Achievement Digital Arts, A.S. Degree Major/Cert. Achievement

B. Digital Video, A.S. Degree Major/Cert. Achievement

C. Interactive Media Design-Multimedia Design, A.S. Degree Major/Cert. Achievement

D. Interactive Web Multimedia and Audio, A.S. Degree Major/Cert. Achievement

E. Internet Publisher, Cert. Achievement

F. New Media Compositing, Authoring and Distribution, A.S. Degree Major/Cert. Achievement

G. Web Graphics, Cert. Achievement

H. Web Motion Graphics, Cert. Achievement

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Decreased unit value from 4 to 3 and lecture hours from 3 to 1.5, increased hours from 3 to 4.5.

Mark J. Bealo

11. Course Number and Title: GCMW 204 Motion Graphics for Multimedia

Discipline: Graphic Communications - Multimedia and Web (GCMW)

Recommended Prep: GCIP 140

Course Included in the following programs:

A. Digital Animation, Compositing, and Music, Certificate of Achievement

B. Digital Imaging, A.S. Degree Major/Cert. Achievement

F. E-Marketing, A.S. Degree Major/Cert. Achievement

G. Video Game Artist Digital Media, Cert. Proficiency

H. Digital Media, Cert. Proficiency

I. Digital Video, A.S. Degree Major/Cert. Achievement

I. Interactive Media Design-3D Modeling and Animation, A.S. Degree Major/Cert. Achievement

J. Interactive Media Design-Multimedia Design, A.S. Degree Major/Cert. Achievement

K. Interactive Web Multimedia and Audio, A.S. Degree Major/Cert. Achievement

J. New Media Compositing, Authoring and Distribution, A.S. Degree Major/Cert. Achievement

Transfer Acceptability: CSU

Distance Learning Offering(s): Online

Decreased unit value from 4 to 3, decreased lecture hours from 3 to 1.5, increased hours from 3 to 4.5, updated methods of instruction, textbooks, required reading and methods of assessment.
Wade E. Rollins

12. Course Number and Title: GCMW 206 Motion Graphics Production and Compositing
Short Title: Motion Graphics Prod/Comp
Discipline: Graphic Communications - Multimedia and Web (GCMW)
Prerequisites: GCMW 204
Course Included in the following programs:
       A. Digital Animation, Compositing, and Music, Cert. of Achievement
       B. New Media Compositing, Authoring and Distribution, A.S. Degree Major/Cert. Achievement
Transfer Acceptability: CSU
Decreased unit value from 4 to 3, lecture hours from 3 to 1.5, increased hours from 3 to 4.5, updated textbooks.
Mark J. Bealo

13. Course Number and Title: GCMW 229 Content Publishing for Mobile, Web and Apps
Short Title: Content Publ/Mobile, Web, Apps
Discipline: Graphic Communications - Multimedia and Web (GCMW)
Prerequisites: GCIP 149, or GCMW 205
Course Included in the following programs:
       A. Interactive Web Multimedia and Audio, A.S. Degree Major/Cert. Achievement
       B. Internet-Graphics Communication Emphasis, A.A. Degree Major/Cert. Achievement
       C. New Media Compositing, Authoring and Distribution, A.S. Degree Major/Cert. Achievement
       D. Web Motion Graphics, Cert. of Achievement
Transfer Acceptability: CSU
Decreased unit value from 4 to 3, decreased lecture hours from 3 to 1.5, increased hours from 3 to 4.5, updated textbooks, required reading and critical thinking.
Mark J. Bealo

F. **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
GCMW 150	Online
ASTR 100	Computer Assisted, Telecourse, Online
CI 90	Online
CINE 100	Online
GCIP 122	Online
GCIP 140	Online
GCIP 152	Telecourse, Online
GCIP 240	Computer Assisted, Telecourse, Online
GCMW 106	Online
GCMW 203	Online
GCMW 204	Online

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

Catalog Number	Type	Description	Proposal Type
GCIP 240	Prerequisite	GCIP 140 and or GCIP 141	Change
GCMW 203	Prerequisite	GCMW 102	Change
GCMW 203	Recomm. Prep.	GCIP 140	Change
GCMW 204	Recomm. Prep.	GCIP 140	Change
GCMW 206	Prerequisite	GCMW 204	Change
GCMW 229	Prerequisite	GCIP 149 or GCMW 205	Change

II. **RESUMPTION OF REGULAR AGENDA**

A. The following curriculum change, pending appropriate approvals, will be effective **Spring 2015**:

Course Number and Title: PHIL 121 Introduction to Ethics
Discipline: Philosophy (PHIL)
Recommended Prep: Eligibility for ENG 100
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): Online
Added online distance education.
David M. Lockett

B. **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
PHIL 121	Online

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

Catalog Number	Type	Description	Proposal Type
PHIL 121	Recomm. Prep.	Eligibility for ENG 100	Change

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

Course Number and Title: GCIP 168 Digital Imaging with Drones
Discipline: Graphic Communications - Imaging and Publishing (GCIP)
Transfer Acceptability: CSU
Standalone Course (Proposed for Digital Video AA/CA)
Justification: Responding to emerging technology, this course will use drones, which include small platforms that operate in uncontrolled Class G airspace, up to 1,200 feet above ground level. Such courses are becoming more common at colleges and universities because drone usage touches many professional areas at a fraction of the costs previously incurred. Drones are now being used to monitor crops, wildlife, forest fires, traffic, as well as surveying and mapping, infrastructure inspection, remote-area delivery of medicine, aerial news and sports photography, TV and movie production, and more.
Mark J. Bealo

IV. **ACTION**

A. **A.P. 4021/B.P. 4021**– Policy for Discontinuance of Career/Technical Programs
B. **Program Deactivation**

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.

Copies of AP 4021, Discontinuance of Programs, and Deactivation of an Instructional Program, were also provided electronically.

These items will be brought back for Faculty Senate ratification on December 15, 2014.

Academic Honesty Process Guidelines: Senators were provided with amended copies of the Academic Honesty Process Guidelines. Pam McDonough noted the changes made to the document. Brief discussion followed.

Motion 6   MSC Laughlin, Glassman: Faculty Senate approval of the revised Academic Honesty Process Guidelines. The motion carried.

Governing Board: Greg Larson reported that the next meeting of the Governing Board is scheduled for December 9, 2014. He will inform them of the Senate's plans to discuss and make recommendations on a transition plan, as well as the Resolution passed last week on compensation to part-time faculty for office hours.

Palomar Faculty Federation (PFF):	Shannon Lienhart indicated that the PFF presented their complete proposal to the District's negotiations team earlier in the day.
	Representation was approved for the Presidential Search Committee.
	Members of the PFF are looking into the creation of a faculty softball or soccer league.
	The judge in the ACCJC vs. City College trial is expected to make a decision on their Accreditation on Tuesday, December 9, 2014.
Instructional Planning Council:	Jackie Martin indicated that members of the Instructional Planning Council continue to have training sessions for Program Review and Planning (PRPs).
Academic Technology Committee:	Lillian Payn provided the following report of the Academic Technology Committee (ATC):

1.	Handouts for regional Distance Education statistics, plus link for Report to December 1 Report To CEC CEOs:
http://www2.palomar.edu/pages/academic-technology-committee/files/2014/10/SDICCCA-DE-Presentation-2014.pdf
2.	POET:	174 instructors have been listed as TRAINED this semester so far FALL semester, 2014.
		78 instructors have been listed as TRAINED to date (since January, 2012).
		60 instructors are enrolled in POET, in progress

	Payn also provided copies of the SDICCCA Regional Statistics, and brief discussion followed.
BSI Report:	Lawrence Lawson reported that members of the BSI Committee appointed Jorge Villalobos and Cindy Anfinson to serve on the Student Success Equity Council.
Policies & Procedures:	Greg Larson, Jenny Fererro, and Barb Kelber indicated that members of the Policies & Procedures Task Force met on Friday, December 5. The group continues to discuss the district's No Smoking Policy.
ADJOURNMENT:	The meeting was adjourned at 3:27 p.m.
	Respectfully submitted,
	Jenny Fererro, Secretary