



Minutes of the
MEETING OF THE FACULTY SENATE
February 2, 2015

APPROVED

PRESENT: Richard Albistegui-Dubois, Sandra Andre, Melinda Carrillo, Jenny Ferrero, 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

ABSENT: April Cunningham, Rocco Versaci

GUESTS: Fern Menazes (Telescope), Susan Miller

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 Towfiq, Lienhart: Faculty Senate approval of the minutes of January 26, 2015, as amended. The motion carried.

Public Comments: Christina Moore invited everyone to attend the National Adjunct Action Day on February 25, 2015, which will include a Teach-In/Rally at the Student Union at 12:00 p.m. The event ties in with lobbying for SEC money to be mandated for part-time pay, office hours, and full-time positions. All adjunct faculty members are being asked to wear red shirts with the letter "A", which signifies adjunct faculty member. Full-time faculty members are asked to wear red shirts with "AA", which signifies adjunct ally. Instructors are encouraged to bring their students to the rally. More information will be provided soon on how to participate.

Announcements: There were no announcements.

Strategic Planning Council: The next meeting of the Strategic Planning Council will be held on Tuesday, February 3. The group will review and discuss the proposed Transition/Succession Plan.

President Deegan: Greg Larson indicated that he and Jackie Martin will be meeting with President Deegan on Wednesday, February 4.

Palomar Faculty Federation (PFF): Teresa Laughlin indicated that a packaged proposal was brought forward for consideration in the spirit of interest-based bargaining. It was denied in its entirety by the district so it will be unpackaged and negotiated item-by-item. There is concern that

protracted negotiations may make it harder to attract candidates for the VP of Human Resource Services position. Many feel this is a short-sighted decision by the district to deny all of the requests presented by the PFF with no discussion or explanation whatsoever.

Student Services
Planning Council:

Diane Studinka indicated that members of the Student Services Planning Council discussed the Staffing Plan at their recent meeting. An additional \$13,000 remaining from the SPFF funds will be re-allocated. Those in Student Services are discussing reorganization in that area due to several retirements.

The Active Minds Group is hosting an event on eating disorders on February 25, in room MD-157.

The ASG President is resigning effective February 4.

Instructional Planning
Council:

Jackie Martin stated that PRPs were due on Friday, January 30. Deans are contacting Department Chairs, and in some cases ADAs, to discuss the PRPs prior to the larger divisional group meetings to prioritize resource requests.

Learning Outcomes
Council:

Susan Miller reported that members of the Learning Outcomes Council (LOC) continue to discuss the differences between GE and Institutional Learning Outcomes and how they can be assessed. For now, the LOC has decided to keep them grouped together. The council has also set up a faculty workshop on February 6 to explore the creation of a rubric for inter-cultural communication, which is the next item on the list of assessments.

The LOC is also discussing ways to provide feedback on SLO Assessments.

The LOC website is currently being updated.

Academic Technology
Committee:

Lillian Payn provided the following Academic Technology Report:

An announcement was distributed last semester regarding the shut-down of Blackboard on Monday's from 3:00 – 4:00 a.m. as needed. She noted that there is a new repair that will occur on Thursday, February 12, from 3:00 – 6:00 a.m. This is a non-instructional day for the district.

Blackboard stats for January:

Total courses available: 1,360

Total number of sections not available in Blackboard: 2,551; which results in an adoption rate of 53.3%.

The average course enrollment is 28.4 students.

There is a total of 79,626 users.

In response to a question from a Senate member, Payn indicated that a request was made for an upgrade to the new PeopleSoft Tools, which would automate the procedure of moving data from Palomar to Blackboard in terms of student enrollments, however it was not prioritized to be funded. This means every new student using a permission code has to be added manually to the Blackboard course sites, which has caused a backlog and delays.

Senate members expressed concern that the district chose not to upgrade to a current version of People Soft that will match other systems being used. This is an issue with many areas on campus that need various upgrades, and while faculty and staff are told of the need for efficiency, there are challenges with outdated systems. It was noted that upgrades were provided with Management Software, and Case Management and Customer Relations Modules, which relates to campus police, public safety, and mental health. Although those are a positive step, being current in all technological services relating to student needs is beneficial and is a necessity. Discussion occurred on possible funding sources, such as the Capital Outlay Fund 41, which currently has a balance of almost \$12 million.

Committee
Appointments:

Motion 2

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

Committee on Service Learning

(14-16) Mathematics and the Natural and Health Sciences (at-large)

Kathy MacLeod (PT)/Sociology

Student Success and Equity Council

(14-16) 1 faculty member from Disability Resource Center as appointed by the Faculty Senate (at-large)

P.J. DeMaris (FT)/Counseling

(14-16) Faculty senator as appointed by the Faculty Senate (at-large)

Ellen Weller (FT)/Music

Title V HSI STEM Grant Steering Committee

Physics and Engineering

Daniel Finkenthal (FT)/Physics

The motion carried.

Patrick O'Brien reported that the small workgroup recently created to review the district's Governance Structure continues to meet. A campus-wide survey was recently distributed to full-time faculty to receive input and suggestions. It is hoped that all the information can be gathered and reviewed by the end of the semester.

Senate members also discussed the position announcement for the Articulation Officer, particularly when the call will be distributed and who oversees the process for this appointment. There was agreement that whoever fills the position needs an opportunity to receive thorough training so it should be filled as soon as possible. It was unknown if the position has a specified term or how it would be filled by a faculty member because the faculty hiring priority list has already been approved. Because this is a faculty position with release time, there was a question why faculty are not involved in the process. Greg Larson noted that this item is on the next Strategic Planning Council agenda so he would bring the Senate's concerns forward at that meeting.

Curriculum:

Motion 3 MSC Laughlin, Lawson: Faculty Senate ratification of the Palomar College Curriculum Actions dated January 21, 2015. The motion carried.

Class Cancellation
Policy:

Motion 4 MSP Laughlin, Ritt: That there be increased faculty input regarding the policy of cancelling classes the week prior to the start of the semester, and that this policy be applied consistently campus-wide. The motion was postponed.

Senators discussed the past practice of waiting one week after the start of the semester before classes are cancelled. Faculty input should be included in any discussions relating to class cancellations before any decisions are made, particularly because many classes do not fill until after the start of the semester. Classes that have at least 15 students enrolled should meet the first week, and decisions regarding cancellations should be based on not only on discussions with faculty who teach those classes, but for improvement towards long-term schedule planning as well.

After further discussion, Senate members agreed to postpone the motion until next week's meeting.

Motion 5 MSC Laughlin, Albistegui-Dubois: To postpone Motion 4 until February 9, 2015. The motion carried.

Accreditation Report: Greg Larson stated that members of the Accreditation Team will be on campus beginning March 2, but it is unknown if they will be attending the Senate meeting that day as they have not planned any group meetings until Tuesday, March 3. There will be a meeting scheduled with the team and some Faculty Council members and those Senators who are interested in attending later in the week, but that date has not been determined. He asked Senate members to continue with their review of the Accreditation Standards and this item will be discussed again at next week's meeting.

ADJOURNMENT: The meeting was adjourned at 3:20 p.m.

Respectfully submitted,

Jenny Fererro, Secretary